

SELF STUDY REPORT

SUBMITTED FOR RE-ACCREDITATION

TO

**NATIONAL ASSESSMENT AND
ACCREDITATION COUNCIL**

BANGALORE – 560 072

BY



**SREE NARAYANA COLLEGE
ALATHUR**

PALAKKAD-678682

2014

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PART A

PREFACE

Sree Narayana College, Alathur is one of the sixteen higher education institutions managed by Sree Narayana Trusts, an educational agency founded by Sri. R. Sankar, one of the former Chief Ministers of Kerala. It was conceived with the objective of accomplishing Sree Narayana Guru's vision of bringing social reforms through education. The College is situated at Erattakulam, an educationally backward area, 30 kilometers from Palakkad town, in a placid and idyllic learning environment. Since its inception in 1970, occasioned by the relentless efforts taken under the leadership of noted philanthropists in the area like Sri K.C. Pazhanimala, Sri. C.V. Muthuvelan and many others, the College has striven to provide the best possible education to thousands of students in the area dreaming of pursuing higher studies. It is still the only government-aided, co-educational College in Alathur Taluk capable of providing holistic education to a deprived society that needs to be empowered. The eventful journey of the institution has been characterized by a few significant milestones. It had its modest beginnings as a junior College with only pre-degree batches. It was later upgraded to a degree College in 1977 with the commencement of B.Sc. Zoology course and further into a first grade College in 1984 with the introduction of Post-Graduate course in Mathematics. The College is affiliated to the University of Calicut and at present offers eight UG Courses and four PG courses with student strength of around 900. The College was accredited with "B" grade by NAAC in 2005 which has spurred our resolve to strive for further improvement in quality standards.

The College has cruised forth constructively for the past four decades, upholding Gurudevan's slogan "**Emancipation through Education**". In this endeavour, the institution receives the resolute support and encouragement from our management and citizens in the locality and also the unswerving commitment and untiring efforts taken by our teaching and non-teaching staff of today as well as those who served the institution in the past. This Self Study Report is yet another outcome of the joint effort made by the entire academic community of our institution.

In this context I express my profound gratitude to our Manager, Sri Vellapally Natesan for the unstinted help and cooperation rendered from the preparatory stage onwards. I also extend my sincere thanks to the representatives of Regional Development Committee, the NAAC steering committee and all our teaching and non-teaching staff for the productive services extended to the full at every stage. It is a matter of great satisfaction and pleasure to forward the SSR of our College for your kind perusal for reaccreditation to the second cycle. We are all spruced up for the peer team visit and eagerly looking forward to it.



Principal

EXECUTIVE SUMMARY

Our institution is steered forward by the vision of Sree Narayana Guru, one of the leading lights of socio-spiritual reforms in Kerala, who made an evocative call to bring radical social changes through education. Accordingly, our mission is to uplift the children belonging to the educationally disadvantaged sections of society and bring them on par with their counterparts elsewhere in the country. Initiatives are, therefore, taken with the objective of addressing the specificities of their disadvantages so as to improve their educational and employability prospects. We consider it our responsibility to cater to the needs of the largely first generation students hailing from the backward areas of the district and to equip them with the required knowledge and skills in order to enable them contribute to the development of the nation. It is with such a view that parallel to the curricular instruction, the institution also provides sufficient opportunities for the students to empower and gain confidence in their skills and talents, to acquire socially relevant values like civic consciousness, environmental awareness, dignity of labour, tolerance, patriotism etc. and to imbibe a sense of responsibility towards themselves, their families and the nation at large.

Alathur is an educationally backward area in Palakkad district. More than 95 % of our students are the first generation learners of their family. Most of the parents are daily wage labourers with an average monthly income of less than five thousand Rupees. More than 85% of our students are females. The parents and students have no access to the proliferating multitudes of educational and developmental facilities outside their thaluk. The intensity of their backwardness is increased by the lack of access to the modern communication facilities like internet. It is in this context that the significance of this College, as the only beacon of light in the area of higher education, increases. The nearest Arts and Science college with a similar status is at a distance of more than 20 kilometers. Therefore the only ray of hope for the students passing out from the nearby higher secondary schools is our College. The students who enroll in this College have an average of 70% marks in the higher secondary examination.

The students are given opportunities for participating in seminars, debates, literary competitions etc. through the activities of various clubs and study centers like literary club, film club, debate club and so on. Ample encouragement is provided for participation in sports and games and cultural activities. We are much proud of the fact that our students have carved a niche for themselves in the field of sports and games and also other competitions. We have won a lot of prizes in several intercollegiate competitions and our students have represented Calicut University in cricket, football, hockey and volley ball. There are separate battalions for boys and girls in the NCC and there are two units of NSS. Participation in these enables the students to engage themselves in Community Development Programmes.

The College offers training to enhance the communication skills and leadership qualities through various training programmes organized at the department level and College level so that students can get over their timidity in facing challenges. All the activities conducted by the various clubs

and study centers are carried out with good student-involvement at all levels, so that the students get ample opportunities for under taking responsibilities.

To make the students sensitive to the world they live in, a wide variety of activities dealing with social, cultural, economic and environmental issues are conducted.

To keep pace with the technological advancements, our teaching –learning procedures are enriched with the latest teaching aids, combined with the traditional methods.

Despite all these achievements, we are aware that much more need to be done to attain our professed goal.

A criteria -wise appraisal of the various measures adopted by the College in the academic, co-curricular and extra- curricular fields to render holistic development of the students is presented below.

I CURRICULAR ASPECTS

The College strictly follows the curriculum designed by the University of Calicut to which it is affiliated. The institution upholds the principle **Emancipation through Education**. To realize this objective of liberating the lives of the youth from all shackles, especially those of ignorance and incompetence, we render a value based education incorporating the latest scientific technologies in to the mode of curriculum implementation. Goals and objectives of the institution are made known to the students and other stakeholders through the College website, handbook and prospectus. Action plans for the academic year are prepared at the beginning of every academic year and deployed after discussion. The curriculum designed by the University is flexible enough to induct need-based programmes and the College fully exploits the opportunity to provide courses and programmes which cater to the development of students' academic caliber, emotional strength, capability, and life skills. Teachers are given opportunities to update their knowledge and efficiency and get exposure to the latest trends in their respective subjects through participation in in-service courses like Refresher Courses and Orientation Courses and other academic and pedagogic programmes. They are also encouraged to attend seminars and workshops and present academic papers. Some of our teachers are members in various Boards of Studies in the University. The choice of Complementary Courses and Open Courses are made, taking into consideration the need of the students and their calibre to cope with the subject. Due emphasis is given to employability and communication skill enhancement. Only those academic programmes to which the students can accommodate themselves are applied for by the institution. Students are provided with opportunities for exhibiting their competency in various fields of activities. To equip them to face the challenges of competitive examinations and gain employment, UGC sponsored coaching classes for Entry in Service in Government and public sector enterprises, NET etc. are conducted. Our faculty facilitates exposure to the students by providing opportunity for them to interact with experts in the relevant subjects. With the same end in view students are given invited talks in various subjects by all the departments. Other than this, industrial visits, study tours and field trips also contribute much towards making the students come in level with their national counterparts and develop in them global competency. To

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supplement the curriculum designed by the University, opportunities for presenting seminar papers and preparing assignments on chosen topics are given to the students. Besides this, they are given opportunities to participate in various activities conducted by Clubs and Study Centers in the College.

II TEACHING, LEARNING AND EVALUATION

Admission to UG and PG Courses are carried out in a transparent manner. All information pertaining to admission is conveyed through the College website and prospectus. Admission is carried out following the rules and regulations of the government and Calicut University. There has been a significant increase in the demand for seats. To meet this, the provision offered by the University for marginal increase of seats every academic year is utilized. The students enrolled are from heterogeneous and rural background. The number of seats reserved for SC/ST, OBC, differently-abled are in accordance with the government policy on reservation. We ensure equal opportunity to all and do not show any kind of discrimination to anyone. However, girls outnumber boys in enrolment. So, the contribution of this institution towards the upliftment of women through their education is significant. In the absence of an institution like this, the female children from this area face the problem of early marriage, which is a custom prevalent in the conservative families in the district.

A great majority of our students are from low income group families. The College maintains a student –centric approach. The learning level of the students is assessed through class tests and internal examinations. Slow learners are identified and given special coaching through remedial classes. Every class has a tutor whose responsibility it is to render a patient hearing and help them in all possible ways. Extreme cases are forwarded to the College Counseling Centre.

Teaching program schedule and methodologies are planned in advance. Teaching plans are prepared at the beginning of every semester and teaching programs planned accordingly. Portions for internal examinations are decided as per this. A wide range of teaching methods are adopted. They are mostly traditional lecture methods combined with student centric methods like Group Discussions, Seminar presentations etc. ICT enabled teaching methodology is also adopted wherever found effective. Students have facilities for accessing the Internet at the Computer Labs in the College. Learning resources like CDs, DVDs etc. are used. The College library is well equipped with the latest collection of books and journals.

The institution has at present 34 permanent teachers of which 12 hold Ph.D.

The career graph of the Alumni has started improving. Compared to the past, quite a number of our recent students have been placed in worthwhile positions in various professional spheres like Education, Banking, Defense services, Government services and so on. The number of students pursuing higher studies has also increased.

III RESEARCH, CONSULTANCY AND EXTENSION

The College promotes research aptitude in the faculty and students. The Management supports research activities by providing all physical infrastructure facilities. There is a Research Guidance Self Study Report (SSR) – Sree Narayana College, Alathur, 2014

Cell in the College that provides advice pertaining to pursuing research. There are no research centers in the College at present. But, efforts are being taken towards this. Four teachers have enrolled for Ph.D. and a few others are getting geared up for enrolment. Five teachers in the College are approved research guides of various research centers in different Universities. Encouragement towards research is also provided through the motivation provided to teachers in pursuing Major and Minor Projects. At present, one major project has been completed and two minor projects have received sanction from the UGC. Several of our teachers have served as resource persons in National seminars and many have presented research papers at seminars. A number of our teachers have got their research articles published in reputed research journals. An amount of ten lakhs received from UGC has been utilized for purchasing equipment for developing research facilities in the College. As recommended by such faculty we go for the subscription of standard research journals for the College library.

N.S.S. & N.C.C. are the major sources of extension activities in the College. A wide range of activities are conducted with special emphasis on community upliftment. Awareness classes on Alcoholism, Drug-addiction, Traffic Rules, Waste Disposal, Health and Hygiene, Environment Consciousness etc. are a few illustrations of community upliftment programmes conducted by our N. C. C. & N. S. S. units.

IV INFRASTRUCTURE AND LEARNING RESOURCES

During the past four decades the College has accomplished improvement in physical facilities along with improved academic performance. Since most of the students are from low-income group families, they cannot afford to study in private coaching institutions located in cities paying huge amount of fees. They have very little scope of getting exposure to the ever changing education technology available to urban students. We take it our responsibility to provide the best possible facilities to the students to make them adequately equipped to compete in this fast changing world. The suggestions and recommendations regarding improvement in infrastructure facilities raised in the general staff meetings and council meetings are placed before the management and due consideration is given to such suggestions. Efforts are taken to mobilize funds for the enhancement of infrastructure through the alumni, funds from LAD schemes of the MP and the MLA. The funds under various schemes from the Xth and XIth plan of the UGC have also been utilized. The institution has 32 spacious classrooms with adequate facilities for learners. All the classrooms, departments and administrative office are connected to the Principal's room through the public addressing system and intercom facility. The science laboratories are well equipped and upgraded with the latest equipment. There is an air-conditioned Digital Lab with modern audio-visual equipment. There are two computer labs with computers of the latest configuration, internet connectivity; printers, scanner, DLP projector and UPS power back up. The modern digital Language Lab helps to enhance language learning and improve communication skills. The departments are also provided with computers with internet connectivity. There is a well-stocked library with reading and reference facilities. The institution subscribes to INFLIBNET facility. Every year, the latest books are purchased using various funds available. The College provides separate rooms for NCC and NSS. The infrastructure facilities of the institution are utilized for various training programmes like ASAP and PSC, NET/SET coaching. We partake in nation building by extending our infrastructure facilities for election

purpose, meetings of *kudumsree* units, exhibitions and awareness programmes by various government departments, and so on. Residential facility and medical services are provided to the students. There is provision for safe drinking water. The College has a separate common rest room for girl students. The College canteen provides food at a subsidized rate; stationery items are available in the co-operative store at a discounted rate. The maintenance and upkeep of the infrastructure is taken care of by the management. Funds from the UGC, the Alumni and the PTA are also utilized for the purpose. The management is taking efforts to augment the infrastructure facilities to accommodate the new courses. Proposals have also been submitted to the UGC towards the same. Efforts are being made to make the campus fully Wi-Fi enabled and to provide EDUSAT facility.

V STUDENT SUPPORT AND PROGRESSION

The majority of our students belong to the economically weaker strata. The rural background and heterogeneity of the students demand provision for various student support facilities. Financial assistance is provided to the deserving students in the form of scholarships, endowments and stipend from UGC and Kerala government. Every year around 80% of the students avail financial assistance in one way or the other. Remedial classes are conducted for ‘slow’ learners. The dropout rate of students is very negligible at present. UGC sponsored coaching classes for PSC and NET/SET and other competitive examinations are conducted. There are student support mechanisms like Grievance Redressal Cell, Anti-Ragging Cell, Alumni Association, and Women’s Cell etc. functioning in the College to address their specific problems. All efforts are made to provide ample exposure to them so as to motivate them to move out into the wider world of opportunities and emerge successfully. The College encourages participation in co-curricular and extra-curricular activities. Youth festival under the banner “Sargotsavam” and Arts Day are conducted every year to provide platforms for the students to exhibit their talents. Likewise, opportunities for participating in sports and games are also available in the College. Students are also encouraged to participate in literary competitions and quiz competitions organized by other institutions. We take immense pride in the fact that our students have won quite a number of prizes in such competitions. Some of our students have also found a place in the University Cricket and Hockey teams. Many students graduated from the institution have found placements in worthwhile positions in different employment spheres. Compared to earlier times, now a lot of students have started pursuing higher studies.

VI GOVERNANCE AND LEADERSHIP

The institution has been able to march ahead towards progress and development under the efficient leadership of a strong management, dynamic principals, dedicated teachers and administrative staff. The Management holds a clear vision and mission pertaining to the policies of the institution which is in tune with the higher education policies of the nation. The College is rather fortunate to have had a long list of principals who have contributed much towards its growth and development. Governance is de-centralized. Lots of committees are constituted like, admission committee, discipline committee, purchase committee etc. to undertake the responsibility of carrying out different tasks. Meetings are conducted regularly between the principal and the management. All information regarding the outcome of the meetings is Self Study Report (SSR) – Sree Narayana College, Alathur, 2014

disseminated to the faculty through the College Council which consists of the principal, all the head of departments, the office superintendent and two elected members of the teaching staff. This information is further imparted to the other members of the various faculties. IQAC was constituted in the year 2005. Regular meetings of IQAC are conducted thrice a year to chart out action plans and implement them. The cell also reviews performances of the teachers and students and collects feedback from other stakeholders. The spirit of team culture is encouraged by the institution. We take all efforts to generate leadership qualities in students by making them undertake responsibilities in organizing diverse activities and functions. The Superintendent coordinates the functioning of the College office, such as the Accounts section, Establishment section, Purchase section, Service section and matters concerning students like registration for examinations, financial assistance from the government, issuing TC/CC etc. He is accountable to the Head of the Institution.

VII INNOVATIONS AND BEST PRACTICES

The College utilizes innovative practices in academic as well as administrative matters. Since the institution is located in a rural area and majority of students are from educationally, socially and economically backward communities, we provide lots of UGC sponsored student centric programmes. Remedial coaching programme is one such that aims at providing extra coaching to slow learners. Coaching classes for entry in to service are conducted with a view to bring our students on equal level with their counter parts in the country. To improve communication skills students have a Language Lab facility. They can also join ASAP (Additional Skill Acquisition Programme) which is a government scheme. The College uses ICT facilities for effective teaching and learning. Students get a lot of financial assistance by way of stipends, scholarships and endowments. To provide exposure to the students, eminent personalities are invited to visit the College under various pretexts like inaugurating functions and also as Resource Persons at National seminars etc. Such dignitaries include the District Collector, MPs, MLAs, cine artists, literary personalities, police officers and scientists. Students are made to undertake various activities aimed at inculcating social responsibility in them. Financial assistance to a kidney patient, tree planting, setting up of a library for the public in a nearby area, blood donation campaigns, visits to home for the destitute etc. are a few of such activities. Other than this, they are also made to participate in awareness programmes like consequences of alcoholism, drug abuse, gender issues, health and hygiene. Innovations introduced in the administrative sphere include automation of the College office with the required software for the preparation of salary bill, and student centric services like fee collection, registration, issue of TC/CC and uploading of internal grades to the University. The College takes a very eco-friendly stance and all efforts are taken to maintain its greenery. The Nature club conducts a lot of programmes aimed at instilling environment consciousness in the students. For the last three years the College has been conducting the Green Audit of the campus. NSS volunteers initiate tree planting programmes. World Environment Day and Hiroshima Day are observed with a view to instill environmental consciousness. Attempts to conserve energy are also carried out to a small extent. The College has a water harvesting equipment to preserve rain water. Rain water pits are dug around the campus with the same intention. Classes are kept clean and for this, waste baskets are placed in every class room and nook and corner of the verandah.

SWOT ANALYSIS

STRENGTHS

- Commitment to realize our patron-saint, Sree Narayana Guru's ideals.
- Multiple student -centric programmes in academic and co-curricular activities available to provide holistic development
- Representation of our faculty in decision making bodies of the university
- Emphasis on value-based education.
- State of the art teaching- learning- research facilities.
- Provides opportunities for exposure to a wider world of knowledge and information through seminars, workshops, industrial visits, etc.
- Complete all round support of the management
- Dedicated, well qualified and competent faculty.
- Smart Class Rooms and ICT enabled teaching
- Encourages research culture.
- Facilitates financial aid in the form of stipends, scholarships and endowments.
- Student mentoring and support system are carried out very effectively.
- Comparatively good results.
- Quiet and environment- friendly campus.
- Extension activities through NSS, NCC and CSS provide opportunities for molding students in to responsible citizens.
- Healthy student-teacher relationship
- Community services and social support
- Realistic and pragmatic approach to academics and community service
- Effective feedback mechanism.

WEAKNESSES

- Constraints in academic flexibility.
- Lack of proper motivation in students, at the entry point, in academic activities.
- Socio-cultural and economic backwardness of the locality
- Excessive involvement of some students in politics.

OPPORTUNITIES

- Quality education with assistance from the government.
- Availability of enough space for infrastructure development.
- Since the College is situated in a rural, agriculture based area, there will not be any shortage of students even if new courses are introduced.
- Access to internet facilities enables students to gain knowledge beyond their grasp.
- There are lots of opportunities for pursuing the career of their choice
- Starting Research Centres in different disciplines.

THREATS

- Students belong mostly to the first generation category.
- Early marriage of female students as per the prevailing custom result in their discontinuing of studies.
- Excessive involvement of a few students in unwanted political activities, leading to their persistent absence from the classes.
- New courses need to be introduced to cope with the changing scenario in the higher education field.

PART B

PROFILE OF THE COLLEGE

1. Name and Address of the College:

Name:	Sree Narayana College	
Address:	Erattakulam , Alathur	
City:Palakkad	Pin:678682	State: Kerala
Website:	www.sncollegealathur.org	

2. For Communication:

Designation	Name	Telephone with STD code	Mobile	Fax	Email
Principal	Dr. G. Hariprakash	O: 04922 224991	8281825592	04922 224991	hariprakash.g.saji@gmail.com
Steering Committee coordinator	Dr. A.R. Sandhya	O: 0487 2330602	9446100329		sandhyashaji168@gmail.com

3. Status of the Institution : Government Aided

4. Type of Institution

- a. By Gender : Co-education
 b. By Shift : Regular

5. Is it a recognized minority institution? : No

6. Sources of Funding : Government Grant-in-aid

7.

- a. Date of establishment of the College : 08/07/1970
 b. University to which the college is affiliated : University of Calicut
 c. Details of UGC recognition:

Under section	Date, month and year	Remarks, if any
i. 2(f)	27/01/1988	
ii. 12 (B)	27/01/1988	

(Enclose the Certificate of recognition u/s2(f) and12(B) of the UGC Act)

c. Details of recognition/approval by statutory/regulatory bodies other than UGC (AICTE, NCTE, MCI, DCI, PCI, RCI, etc.) : Nil

8.

- a. Does the affiliating University Act provide for conferment of Autonomy (as recognized by the UGC), on its affiliated Colleges? : Yes
 b. If yes, has the College applied for availing the autonomous status?: No

9. Is the College recognized-

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- a) By UGC as a College with Potential for Excellence (CPE)? : No
 b) For its performance by any other governmental agency? : No

10. Location of the campus and area in sq.mts:

Location *	Rural
Campus area in square meters	1,00,000.00
Built up area in square meters	16,017.00

(* urban, semi-urban, rural, tribal, hilly area, any others (specify))

11. Facilities available on the campus

Sl. No.	Description	Whether present or Not	If yes, provide numbers
1.	Auditorium/seminar complex with infrastructural facilities	Yes	one
2.	Sports facilities: play ground	Yes	One
	Swimming pool	No	
	Gymnasium	No	
3.	Hostel facilities – boys hostel	No	
	Girl's hostel	Yes	One – 64 inmates capacity
		Facilities available: Continuous supply of pure water. Spacious mess hall. Audio-visual facility in common room Library and Reading room Recreation centre Health care centre, yoga centre IT lab	
	Working women's hostel	No	
4	Residential facilities for teaching and nonteaching staff		
	Quarters for teaching staff	Yes	One
	Quarters for non-teaching staff	Yes	One
5	cafeteria	Yes	One
6	Health Centre	Yes	One
7	Banking, post office	No	
	Cooperative store	Yes	One
8	Transport facilities	No	
9	Animal house	No	
10	Biological waste disposal (sanitary waste disposal)	yes	One - incinerator
11	Generator/other facility for management/regulation of electricity and voltage	Yes	a. Two – generators b. Four 3KV online UPS c. Three 2 KV inverters
12	Solid waste management facility	Yes	One – compost unit
13	Waste water management	Yes	
14	Water harvesting	Yes	One – water collection tank with necessary fittings

12. Details of programmes offered by the College (Give data for current academic year)

Sl. No.	Programme Level	Name of Programme/ Course	Duration	EntryQualification	Mediumof instruction	Sanctioned /approved Student strength*	No. of students admitted
1	U.G.	B.A. Economics	6 semester	HSE	English	40 + 10	50
2	U.G.	B.A. Functional English				24 + 6	30
3	U.G.	B.Sc. Mathematics				24 + 6	30
4	U.G.	B.Sc. Zoology				24 + 6	30
5	U.G.	B.Sc. Environment & Water Management				20 + 5	25
6	U.G.	B.Sc. Microbiology				24 + 6	30
7	U.G.	B.Sc. Botany				24	24
8	U.G.	B.Com				40 + 10	50
9	P.G.	M.A. English	4 Semester	UG degree	English	15	
10	P.G.	M.Sc. Mathematics				20	
11	P.G.	M.Sc. Zoology (self financing)				12	
12	P.G.	M.Com				10	
13	Certificate course	add-on course in Horticulture and Nursery Management	1 year	HSE	English	20	20
14	Certificate course	Hindi <i>Sahithyacharya</i> course	1 Year	HSE	HINDI		40
15	Certificate course	Hindi <i>Bhooshan</i> course	1 year	HSE	Hindi		40

*including marginal increase

13.

- a. Does the College offer self-financed Programmes? : Yes
 b. If yes how many? : One (M.Sc. Zoology)

14. New courses introduced in the College during the last five years:

Sl. No.	Name of course	Year of Commencement	Nature of course
1	M.A. English	2013-14	Govt. Aided
2	B.Sc. – Botany	2014-15	Govt. Aided

15. List the Departments: (respond if applicable only and do not list facilities like Library and physical education as departments, unless they are also offering academic degree awarding programmes. Similarly, do not list the departments offering common compulsory subjects for all the programmes like English, regional languages, etc.)

Faculty	Departments (eg. Physics, Botany, History etc.)	UG	PG	Research
Science	Mathematics, Zoology, Microbiology, Environment & Water Management, Botany	5	2 (Mathematics & Zoology)	0
Arts	Economics, Functional English	2	1 (English Language and Literature)	0
Commerce	B.Com	1	1	0

16. Number of Programmes offered under (Programme means a degree course like B.A., B.Sc., B.Com, M.A., and M. Com)

Annual system	0
Semester system	12
Trimester system	0

17. Number of programmes with

Choice Based Credit system	8 (UG)
Inter/Multidisciplinary Approach	Nil
Any other (specify and provide details)	4 (PG) - CUCSS

18. Does the College offer UG and/or PG programmes in Teacher Education? : No

19. Does the College offer UG or PG programme in Physical Education? : No

20. Number of teaching and non-teaching positions in the Institution

Positions	Teaching faculty						Non teaching staff		Technical staff	
	Professor		Associate Professor		Assistant Professor		*M	*F	*M	*F
	*M	*F	*M	*F	*M	*F	*M	*F	*M	*F
Sanctioned by the UGC/University/ State Government	46						12		11	
<i>Recruited</i>	-	-	2	7	9	16	10	0	9	2
<i>Yet to recruit</i>	-	-	12				2		-	-
Sanctioned by the Management/ society or other authorized bodies	6						-	2	-	1
<i>Recruited</i>	6						-	2	-	1

*M-Male*F-Female

21. Qualifications of the teaching staff:

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt.	0	0	0	0	0	0	0
Ph.D.	0	0	2	4	3	3	12
M.Phil.	0	0	0	1	2	3	6
PG	0	0	0	2	4	10	16
Temporary teachers							
Ph.D.	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0
PG					0	18	18

Part-time teachers							
Ph.D.							
PG					1 (LLB)		1

22. Number of Visiting Faculty/Guest Faculty engaged with the College : 18

23. Furnish the number of students admitted to the College during the last four academic years.

Categories	2010-11		2011-12		2012-13		2013-14	
	Male	Female	Male	Female	Male	Female	Male	Female
SC	16	37	10	32	20	41	27	40
ST	2	2	1	1	0	0	0	1
OBC	44	127	42	159	63	194	54	211
General	13	23	16	8	2	7	3	13

24. Details on students enrolment in the College during the academic year 2013-14:

Type of students	UG	PG	M.Phil.	Ph.D.	Total
Students from the same state where the College is located	291	61	-	-	352
Students from other states of India	1	-	-	-	1
NRI students	-	-	-	-	-
Foreign students	-	-	-	-	-
Total	292	61	-	-	353

25. Dropout rate in UG and PG (average of the last two batches)

UG	15%
PG	4%

26. Unit Cost of Education

(Unit cost= total annual recurring expenditure (actual) divided by total number of students enrolled)

(a)including the salary component	Rs.44320.0
(b)excluding the salary component	Rs.4733.0

27. Does the College offer any programme/s in distance education mode (DEP)? : No

28. Provide Teacher-student ratio for each of the programme/course offered.

Sl.No	Programme	T/SRatio
1	Economics	1:38
2	Functional English	1:16(FE) 1:75(Common courses) 1:3(PG)

3	Mathematics	1:15(UG) 1:6(PG)
4	Microbiology	1:29
5	Zoology	1:35(UG) 1:6(PG)
6	Environment & Water Management	1:35
7	Commerce	1:20(UG) 1:3(PG)

29. Is the College applying for

Accreditation cycle1	No
Accreditation cycle 2	Yes
Accreditation cycle3	No
Re-Assessment	No

(Cycle1 refers to first accreditation and Cycle2, and Cycle3 refers to re- accreditation)

30. Date of accreditation*(applicable for Cycle2, Cycle3, Cycle4 and re-assessment only)

Cycle1 : 30/05/2005

Accreditation Outcome/Result : B Grade

***Kindly enclose copy of accreditation certificate(s) and peer team report(s) as an annexure.**

31. Number of working days during the last academic year : 205

32. Number of teaching days during the last academic year : 185

(Teaching days means days on which lectures were engaged excluding the examination days)

33. Date of establishment of Internal Quality Assurance Cell (IQAC) :
17/06/2005

34. Details regarding submission of Annual Quality Assurance Reports (AQAR) to NAAC.

AQAR (i) 2009-2010 14-03-2014

AQAR (ii) 2010-2011 14-03-2014

AQAR (iii) 2011-2012 14-03-2014

AQAR (iv) 2012-2013 13-03-2014

35. Any other relevant data (not covered above) the College would like to include. (Do not include explanation)

PART C:

CRITERIA-WISE EVALUATION

CRITERION I: CURRICULAR ASPECTS

The professed objective of the College is to liberate humanity from all chains, especially that of ignorance, through education, for which the curriculum should be suitably designed. Being an affiliated college, under the University of Calicut, the largest university in Kerala, this college cannot design its own curriculum, but to follow the one prepared by the University. Still, the college is satisfied with the curriculum framed by the University as the university curriculum lays emphasis on fostering quality human resource and promoting productive research that benefit both students and local community. It ensures the quality of education and enhancement of productive resources.

1.1 Curriculum Planning and Implementation

The Board of Studies of the University gives guidelines for curriculum preparation so as to fulfill the objectives of the University. The Academic Council designs and passes the curriculum, checked out by the Board of Studies. Then it is presented before the syndicate for its approval. The approved curriculum is communicated by means of workshops, so that the affiliated colleges are fully enlightened of the curriculum which is designed in the form of syllabus.

1.1.1 State the vision, mission and objectives of the institution, and describe how these are communicated to the students, teachers, staff and other stakeholders.

The College aims at the upliftment and advancement of youth, especially those who belong to economically and socially backward areas and communities, through the propagation of the views and ideas of Sree Narayana Guru, the great seer who advocated complete emancipation through education. Imbibing the spirit of great teachings of the Guru, our institution trains the youth in inculcating resourcefulness, initiative, self-confidence and leadership qualities, and helps the students to keep abreast of the modern age of science and technology by moulding them into useful, competent and committed citizens.

Mission

The College aims at achieving the lofty ideals of Sree Narayana Guru, the Universal Guru of modern India. 'Emancipation through Education' is the motto that the Guru has given us. Emphasis is laid on character building and social commitment in students, in accordance with the teachings of Sree Narayana Guru.

Objectives

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“Emancipation through Education.”

We strive to materialize our vision of complete liberation of humanity from all sorts of shackles, especially that of ignorance, through academic excellence, personality development and social orientation. The vision, mission and objectives of the institution are displayed at various places inside the College campus so that the students, the faculty, and the staff are continually communicated of the great principles for which the college stands. The academic calendar, prospectus, website of the College, etc. highlight the vision and mission of the institution to the stakeholders and others. Various activities like debates, quiz programmes, seminars, exhibitions, and awareness programmes are conducted with the aim of instilling, developing, and refreshing, self-confidence and leadership qualities in the students.

The College always promotes moral values by spreading ‘Gurudeva Darshan’ by instilling a sense of equality among the students. The College conducts ethical classes on alternate Fridays.

The College conducts environmental classes to all wards every Friday. In these classes students are made aware of the importance of protecting environment for the well being of the present and future generations.

The University of Calicut designs the curriculum for academic activity, allowing sufficient flexibility for incorporating ethical education and mechanisms that nurture total development of the students’ personality and perspective.

The College organizes field visits to the economically backward areas in order to inculcate a sense of human sympathy and to help the upliftment of the poor. It develops a sense of social orientation, egalitarian conviction, sense of charity, and sense of dignity of labor among the students. It also provides an opportunity to develop skills and self awareness in the students. The institution provides carrier orientation programs through which it facilitates guidance for career development and higher education.

Enrichment of curriculum related to the mission.

Socio-cultural enlightenment through education is the educational policy of Sree Narayana institutions. Our priority is to instill in students the sense of equality, irrespective of caste and creed. Being the institution situated at a very remote area with unfriendly ecological conditions, the College gives greater importance to environmental study. Apart from the degree course in Environment and Water Management, some fundamental study of Environmental science is additionally included in the prescribed syllabi of all courses.

In order to fulfil the mission of the institution, a Study Centre for enlightening the students of the ideals and ethical teachings of Sree Narayana Guru and other saints called Sree Narayana study centre is constituted. The Study centre functions to inculcate the spirit of justice and equality among all students, and especially to bring up the confidence of those who are economically and socially backward.

The vision and mission of the College are conspicuously displayed at several spots of high visibility in the campus. Press releases and notices of seminars and talks on topics related to our vision and mission held in the College help to communicate our goals to the public.

Courses that are in tune with the emerging global and local needs.

As a socially committed higher education centre, the college is duty bound to study the defects of the area and to rectify that. The locality in which the college is situated is rocky, dry and faces acute shortage of water for agricultural, domestic and other purposes. Therefore, water management is a difficult but essential task. Being the landing area of the Western Ghats, change of climate here is also irregular and unpredictable. It is with this view in mind that the B.Sc. course in Environment & Water Management was started in 1998. This is the only college under the University offering this programme. As a primary necessity of this place the UG programme Microbiology is then started. So, our courses like Environment and Water Management, and Microbiology are highly relevant in this area for the time being.

The computer facility provided to the students in the ratio of 1:11 is made accessible to selected local youngsters also for bettering their knowledge in IT field. A Computer Literacy Programme is conducted by the College for making all our students, office staff, and selected members of the society computer literates.

1.1.2 How does the institution develop and deploy action plans for effective implementation of the curriculum? Give details of the process and substantiate through specific example(s).

The College Council develops action plans for the implementation of the curriculum of the courses designed by the University.

Along with the Handbook and the College Calendar, an Academic Calendar of the institution for every year is prepared in accordance with the Academic Calendar of the University regarding the semester programmes, working days, holidays, schedule of internal examinations, and other programmes.

Co-ordinators of undergraduate and postgraduate courses are authorized to monitor the implementation of the academic action plans. All information regarding submission of the online application for semester exams, internal grade uploading, submission of attendance details and other important details are disseminated to the departments by the coordinators for the smooth conduct of the courses.

An induction programme of CCSS for the newly admitted students is conducted by the college. Details with regard to the programmes offered by the College, the various courses under each programme, evaluation system, grading, internal assessment, and attendance, as laid down by the University rules, are provided to the students during the orientation programme held at the entry stage.

Internal examinations are conducted by departments for familiarizing the students with the pattern of examination and also to enable them to master the art of time management and the best approach to questions during examinations.

The office of the College is well equipped to update the students about the processing of applications for university examinations, exam fee structure, etc.

The faculty members conduct debates, quiz programmes etc. in topics related to their subjects. The departments also organise workshops and invited talks at various levels for enriching the students with information other than what is gained through textual erudition. Each member of the faculty prepares a teaching plan for each semester and course and the College Council monitors the progress of implementation of the same.

Open Courses are offered to students by all the departments to acquaint them with topics other than those provided by the respective programme of their choice.

The faculty members are deputed for orientation courses, refresher courses, seminars, workshops etc. for enriching their academic knowledge and teaching competence.

Aspects of freshers' orientation

At the beginning of every academic year the College organizes a programme called "Know Your College" to orient the new students and their parents about the vision, mission and objectives of the College; familiarize them with the facilities that the College provides; the disciplinary practices that the College follows, and all the activities during the course- both curriculum and co curriculum.

The annually revised Students' Hand Book and the College Calendar include details of the staff, courses offered, rules and regulations, and institutional objectives. The Tutorial System also commences its function each year with enlightenment about the vision and mission of the institution. The Management organizes orientation programmes and interactive sessions to communicate the institution's vision and mission to the newly appointed staff. The morning prayer, *Daiva Dasakam* induces the students to realize our motto and the mission of the institution.

1.1.3 What type of support (procedural and practical) do the teachers receive from the University and/or institution for effectively translating the curriculum and improving teaching practices?

The IQAC of the college imparts sufficient support for effective implementation of the curriculum envisaged by the university.

All classrooms are provided with good environment for teaching with white boards, green boards, and some traditional chalk boards, as required. Teaching process employs both traditional and modern methods .They include lectures, discussions, prepared presentations by students, and utilization of teaching and learning aids including audio visual facilities.

The students are provided with reference facilities in the library for supporting curriculum and also with the internet and INFLIBNET facility. Students are intimated in advance

about seminars and assignment topics in order to have a good preparation for the session. Internal exams are provided by the institution to make them well acquainted with the university examination system. Seminars and such other informative programmes are conducted for the enrichment of the students and the faculty.

As per the curriculum, the University organizes seminars and workshops for the affiliated colleges. Accordingly, the institution promotes and provides orientation programmes, workshops, seminars and training programmes for each semester for effective implementation of the curriculum.

The institution is very particular that all members should improve themselves by attending Refresher and Orientation Courses, and National/ International Seminars and Workshops. The Academic Committee of the college conducts discussions on orientation classes for each semester. Working hours thus lost is compensated with extra classes.

The College maintains Computer Labs, PG Computer Lab, Digital Lab, Language Lab, Science Laboratories etc. for improving the knowledge of students in various disciplines. General library has full-fledged reference facility for the knowledge enhancement of the students and the faculty.

1.1.4 Specify the initiatives taken up or contribution made by the institution for effective curriculum delivery and transaction on the Curriculum provided by the affiliating University or other statutory agency.

The College provides funds to all departments for the conduct of seminars, workshop etc. It provides all openings for interaction with eminent resource persons, through which knowledge is imparted to the students. All departments and the College office have internet facility and intercom facility. Copying and scanning facility is accessible to all faculty members and students.

The PTA of the College provides financial assistance by meeting expenses in connection with the administrative needs of the departmental activities. Each department is provided with innovative teaching facilities by the PTA.

Classes are engaged using traditional as well as modern methods like power point presentations for dissemination of knowledge. Methods like seminar presentations, group discussions, computer enabled teaching, industrial visits, and field trips, etc. are also relied on. The students are provided with reference facilities in the library which have internet connectivity and INFLIBNET facility. Students are intimated about seminars and assignment topics, far in advance, so that they can come well prepared for the session. Internal examinations are conducted by the institution to familiarise the students with university examination system. Seminars are conducted for enriching the knowledge level of the students and the faculty.

Curriculum enrichment is achieved through various programmes like Add-on courses, environmental studies, ethical classes, especially on Indian Ethics.

1.1.5 How does the institution network and interact with beneficiaries such as industry, research bodies and the University in effective operationalisation of the curriculum?

The institution maintains a healthy relationship with industry and research bodies, organize factory visits, and site visits, and gets the service of experts from industries, research bodies, etc. which enable the faculty and students to efficiently operate the curriculum prepared by the university. Students are given a chance to gain practical experience through the visits to different factories which help them a lot in dealing with the project work they have to undertake as part of the curriculum. The college undertakes the responsibility of conducting compulsory tour for the students of science subjects, pleasure trips for others and project report preparation for all degree students on the topics of their choice. These help them to gain practical experience of the knowledge acquired in the class room, making their theoretical knowledge more profound.

The Entrepreneurial Development Club of the college motivates the students to organize entrepreneurial ventures for self-reliance.

1.1.6 What are the contributions of the institution and/or its staff members to the development of the curriculum by the University? (Number of staff members/departments represented on the Board of Studies, student feedback, teacher feedback, stakeholder feedback provided, specific suggestions etc.)

Two teachers from each department of the College were involved in the restructuring of the curriculum, introduced by the University of Calicut in 2009. They collected ideas from teachers, university professors, researchers etc.; held discussions with bright students of this and other colleges and thus contributed to the development of curriculum formulated by the University of Calicut. Three of our teachers are members of the Board of Studies of the University of Calicut.

The Principal, Dr. G. Hariprakash, initiated the restructuring process of the curriculum of the University of Kerala, particularly that of the UG Programme in Mathematics, in 2009.

Feedbacks obtained from the students about the inadequacies of the restructured syllabi were discussed in the Board of Studies meeting through these members. Changes were thus brought about in various subjects.

1.1.7 Does the institution develop curriculum for any of the courses offered (other than those under the purview of the affiliating University) by it? If ‘yes’, give details on the process (‘Needs Assessment’, design, development and planning) and the courses for which the curriculum has been developed.

The institution provides Add-on Courses which are additional courses. These are Certificate Courses sponsored by UGC and which are approved by the University of Calicut. The syllabus of these courses are designed by the College and approved by the University.

Sl. No.	Name of programme	Department and Year of Commencement
1	Tally Course	Commerce - 2005

2	Certificate course in Horticulture and Nursery Management	Botany - 2010

Realising the potential of the computer programme, Tally, which has become indispensable for the modern accounting system, the College started a Tally Course to empower our students who are interested in accountancy. The commercial houses in the nearby town and in the proximity of the college are in need of accountants with Tally competence. This knowledge inspired us to start the course which opens up venues of employment to our students who are mostly from economically weaker sections.

Almost all of the student participants of the course could obtain part time or full time placements as accountants and book-keepers.

This course is conducted by the Department of Commerce. The department developed the plan for the course and formulated the syllabus that caters to the requirements of the job market. The course design is so flexible that accommodation, alteration and modification are possible as and when they are necessary.

The Certificate Course in Horticulture and Nursery Management is run under the auspices of the Department of Botany and Environment and Water Management, as a career oriented programme.

The locality where the college is situated is an agriculture oriented rural area which has a very high agro-potential. The surveys conducted by our student volunteers as part of their co-curricular activities revealed that the farmers – of large, medium, small, and marginal holdings – follow conventional methods and use low-yielding manures and seeds. So the economic outcome of their endeavors is low. This fact persuaded the Department to train our students who are interested in agriculture to help the local people with quality seeds and saplings, and to introduce high yielding methods and bio manuring system. The training in nursery management provides the students opportunity not only to find jobs in nursery farms but also to start such farms and to be economically self-reliant. The course was planned, designed and developed by the Department considering the needs of the area and the viability of the aspects included. The syllabus is designed without any rigidity so that timely changes and inductions are possible. The Department of Agriculture of the Government assists the College with knowhow and expertise in the field.

Several of the students who have successfully completed the course have obtained job as Agriculture Assistants in the Department of Agriculture, Government of India. Some of them are working as Skilled Assistants in large nurseries. A few of them are working in Lakshadweep as Agriculture Field Assistants in the Agriculture Department of Lakshadweep. The students who are working in the field of agriculture, empowered by the course, get assistance from VFPCK (Vegetable and Food Promotion Council Kerala, Alathur), especially for mushroom cultivation and setting up of ornamental garden.

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1.1.8 How does the institution analyze/ensure that the stated objectives of the curriculum are achieved in the course of implementation?

- The College Council regularly conducts meetings to review the performance and to analyze the achievements of the curriculum objectives.
- From time to time, departments conduct meetings of faculty members to discuss the progress of the academic and co-curricular activities and take relevant measures as are found necessary.
- Class PTA meetings are conducted to evaluate students' performance and to apprise the parents of the performance of their children, and to take necessary steps for further improvement.

❖ Orientation to teachers

As a part of the restructuring UG and PG education with semesterisation and grading system, the University and the institution organized various workshops and orientation programmes for faculty, students, and parents. Moreover, many faculty members of the College are involved in the curriculum revision project of the University of Kerala and the University of Calicut. They contribute a part in the preparation of syllabai and model question papers.

❖ Various teaching learning practices

Semester wise academic plan is prepared during the very beginning of every semester. A committee is constituted with a Council member as the convenor, to prepare a general time table for the whole semester. Based on the general timetable each Head of the Department prepares a time table for individual teacher. The Head of the Department gives each teacher of the department the work schedule that lists the various academic and extracurricular activities.

On the beginning of the semester departmental staff meeting discusses the portions to be covered before each internal examination. The management ensures and provides all support in professional upgrading, infrastructure facilities and filling of staff vacancies for effective teaching and learning. Frequent seminars and training programmes give better exposure to students and teachers. Class test, progress report and the University stipulations regarding the assessment of courses are implemented meticulously and result is conveyed to the parents immediately. The faculty members are encouraged to discuss and interact with subject experts inside and outside the campus and to attend academic seminars and programmes organized by any institutions.

1.2 Academic Flexibility

By exploiting the flexibility of the curriculum designed by the University we conduct wide range of courses and programmers in tune with the emerging national and global trend.

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As part of the curriculum, the NSS units of the college regularly conducts enlightenment programmes in order to encourage the local people to use only organic farming materials. Such programmes are conducted locally, outside the campus, where the farmers live. The college provides multimedia facility to students for enlightening them about global trends and updating their knowledge about the changing trends in all fields, globally. The internet and INFLIBNET provide them with access to the latest information, nationally and internationally. The college has included women empowerment programmes and counseling classes, utilizing the flexibility of the curriculum.

❖ **Flexibility to choose courses/ combinations**

The universities of Kerala do not permit combination of conventional courses and distance mode of education according to our choice.

❖ **Freedom in the use of time –frame of the courses**

The Academic Committee implements and monitors, the curriculum of each course programme published by the University. The time table for all academic activities, except the University examination, is formulated by the Academic Committee of the College. Class tests, internal tests, project works, extension work, extracurricular activities, tutorial meetings, model tests, mock viva of various courses are designed and implemented by this committee.

1.2.1 Specifying the goals and objectives give details of the certificate/diploma/skill development courses etc., offered by the institution.

The Department of Botany and Environment and Water Management offers an add-on course on ‘Horticulture and Nursery Management’. The main objective of the course is to offer employment opportunities in setting up nurseries. The beneficiaries of the course can easily acquire license for opening horticulture nurseries. They get employment on part-time or full-time basis, in nurseries and other horticulture establishments. Further, they are equipped to venture into horticulture and related business.

Besides this course, the Hindi Department conducts two Certificate Courses in Hindi, Hindi Bhooshan and Hindi Sahityacharya, with the objective of spreading Hindi education. These courses are sponsored by Kerala Hindi Prachar Sabha, Thiruvananthapuram to equip the students to get jobs as part time Hindi language teachers. Further, the successful completion of the courses makes the student eligible for admission to B.Ed. Course in Hindi. The course ‘Sahityacharya’ is equivalent to B.A Hindi and on completion of the course the students can become Hindi Pracharaks. Above all, proficiency in Hindi equips the students to be at home anywhere in the northern parts of India where the employment opportunities are ample.

❖ **Academic diversity**

Various clubs and study centers are operating in this college. To enhance overall knowledge, the institution carries out several competitions, debates, discussions, and quiz competitions. The Environmental Club organizes monthly competitions in Social Sciences, astronomy and environment. Forest Club conducts monthly debates on geography and tourism. To monitor the realization of these objectives visual aids are provided.

❖ **Horizontal mobility and interdisciplinary options.**

The University does not provide twinning or Dual Degree at present. The PG students are allowed to choose their electives within the confines of the University norms. The UG students of Botany and Zoology have the choice to opt their complementary course. A change of subject
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is possible when a student joins PG from UG in certain subjects, as in the case of a science UG student joins the PG course in English. The institution has no choice to provide any flexibility other than what the University rules permit.

1.2.2 Does the institution offer programmes that facilitate twinning/dual degree? If ‘yes’, give details.

No.

The institution is affiliated to the University of Calicut which does not permit either twinning or dual degree. Hence, the college offers only Add-on Courses and Certificate Courses, in addition to the regular courses.

Multi skill Development

In the final semester all UG programs offer electives in the form of specializations. Moreover, at UG level and PG level two Complementary Courses are offered in all disciplines.

Most of the Complementary Courses offered, along with more options, are interdisciplinary in nature.

To bridge the gap between the course of study and its employment potential various programmes like, Computer Literacy Programme, PSC Test Coaching, NET Coaching and Communicative English Coaching are under taken by the faculty of different disciplines.

A Committee called Curriculum Monitoring Committee with following members is organized for the designing of whole academic activities of the college.

Chairman: Dr.G.Hari prakash

Convenor: Dr.M.A.Suraj

Members: (1) Dr.A.R.Sandhya

(2) Sri.U.V.Mohanan

(3) Sri.K.S.Sreejesh

Provision of specially designed courses

The Curriculum Monitoring Committee of the college designs and implements various specially designed courses offered by the college. The college offers value added courses and short term courses. For the students who are interested in accountancy, Tally course is introduced in 2005. A Certificate Course in Horticulture and Nursery Management was started in 2010. For each course there is a Co-ordinator, a Joint co-ordinator, a Treasurer and an Office Assistant.

1.2.3 Give details on the various institutional provisions with reference to academic flexibility and how it has been helpful to students in terms of skills development, academic mobility, progression to higher studies and improved potential for employability. Issues may cover the following and beyond:

Utilising the available academic flexibility the college offers various ethical classes through Sree Narayana Study Centre. This enhances the students’ morality, sense of values and emotional stability. This Study Centre not only provides ethical classes but also conducts seminars other enlightenment programmes during special occasions like Sree Narayana Guru Jayanthi, Sree Narayana Guru Samadhi, Founder’s Day, etc.

The Academic Committee of the College organizes the academic activities and creates time frame to complete the curriculum formulated by the University for Under Graduate courses. Within the stipulated time the Council implements the schemes of the University for Internal Self Study Report (SSR) – Sree Narayana College, Alathur, 2014

Evaluations through seminars, assignments, and test papers. As per the time frame formulated by the university, the College Academic Committee prepares plans for implementation of the courses. The departments of the College fix the minimum and maximum time for the completion of the courses. The time frame comprises the remedial coaching hours also.

The university allows colleges the freedom to select from a variety of Complementary Courses, taking in to consideration the benefits that the courses may provide the students with. Those courses chosen by our college are selected on the basis of the students' competence and viability of the courses in the job market.

Sl. No.	Name of Department	Elective options as per university	Elective chosen by the Department	Reason for choosing the elective
1	Commerce	1.Finance 2.Co-Operation 3.Marketing	Co-Operation	Qualification for jobs in the strong cooperative sector in the state. Equivalence to HDC, Co-operation.
2	English	Advertising Theory & Practice	Advertising Theory & Practice	Qualification for jobs in advertising field.
3	Economics	1.Gender Economics 2.Health Economics 3.Business Economics	Health Economics	A modern global trend. High demand in job market, especially in the insurance industry, which is fast developing in the country.
4	Mathematics	1.Linear Programming 2.Graph Theory	Linear Programming	Enables to apply mathematics in practical life.
5	Zoology	1.Human Genetics & Counselling 2.Agriculture Endamology	Human Genetics	Medical significance in identifying hereditary disease chances.
6	Micro-Biology	1.Cell And Tissue Culture 2.Environmental Micro-Biology	Cell And Issue Culture	Significance in agriculture development and agro –business.

7	Environment And Water Management	Environmental Economics & Policies & Laws	Environmental Economics & Policies & Laws	Realistic approach to environment protection activities.
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The course structure is flexible enough to opt for a more relevant elective in changing employment situations, as and when necessary.

❖ **Range of Core or Elective options offered by the University and those opted by the college.**

Name of the Course	UG Courses	
	All UG programmes have English as Part I, Malayalam/ Hindi as Part II in addition to Part III, the respective Core and Complementary Courses.	
	Part III	
	Core Course	Complementary Courses
BA	Economics	Modern Indian History, Indian Constitution and Politics
	Functional English	Indian Writing in English, American Literature, Foundations of Criticism and Indian Aesthetics, Public Relations
B.Sc.	Environment and Water Management	Chemistry, Botany
	Mathematics	Physics, Statistics
	Microbiology	Biochemistry, Computer Applications
	Zoology	Chemistry, Botany
	Botany	Chemistry, Zoology
B.Com	Co-operation	
PG Courses		
M.A.	English Language and Literature	
M.Sc.	Mathematics	
	Zoology (self-financing)	
M.Com	Commerce, Finance	

❖ **Choice Based Credit System and range of subject options**

Open Courses offered by various departments under the UG Programme of the University also offer some choice for students. Various open courses for UG Programmes offered by the departments are:

Department	Open Course
Commerce	Basic Accounting
Economics	International Trade and Finance
English	Communicative English
Environment and Water Management	Chemistry in Everyday Life

Mathematics	Mathematics for Natural Science
Microbiology	Environmental Microbiology
Physical Education	Physical Activity, Health and Wellness
Zoology	Nutrition, Health and Hygiene

❖ **Courses offered in modular form**

Even though courses are offered in modular form, there is no choice between modules in courses. All modules are rigid and cannot be exchanged with modules in other courses.

❖ **Credit transfer and accumulation facility**

No credit transfer or accumulation of credit facility is available.

❖ **Lateral and vertical mobility within and across programmes and courses**

The university framework doesn't provide flexibility to move from one discipline to another. As far as the flexibility in time-frame is concerned, the institution has no other choice than to stick on to the university rules. There is a fixed minimum period required for the completion of a programme. But if the students fail to complete it within that time span, the university gives some more chances to complete the course, but not as regular students.

❖ **Enrichment courses**

The college provides enrichment courses by offering Add-on or Certificate Courses for students. These courses are designed to ensure skill development and greater employability. At present there are two Add-on/Certificate/Diploma Courses held in the campus, offered by the Dept. of Botany and the Dept. of Hindi. Besides, the Dept. of English offers a programme named 'Discussion on Subtler Aspects of English Language', with the objective of enhancing English language proficiency of the students. The classes are arranged after regular working hours.

1.2.4 Does the institution offer self-financed programmes? If 'yes', list them and indicate how they differ from other programmes, with reference to admission, curriculum, fee structure, teacher qualification, salary etc.

The institution offers only one self-financing course: PG Course in Zoology. The University of Calicut decides the curriculum and the fee structure for the said course. There are 12 seats in total and 50% of the seats are ear marked for Management Quota, and the remaining seats are shared as 1 seat for SC, 2 for Community, and 3 for Open Merit Quota. The fee structure is purely based on the nature and requirement of the programme. As per the eligibility guidelines of the university, teachers with stipulated qualifications are appointed and paid by the management. The management revises their salary every year depending on their qualification, experience and performance.

1.2.5 Does the college provide additional skill oriented programmes, relevant to regional and global employment markets? If ‘yes’ provide details of such programme and the beneficiaries.

Yes.

Apart from career oriented Add-on Courses, the college provides additional skill oriented programmes regularly which are co-ordinated by the Career Guidance and Placement Cell and ASAP. Such programmes are:

- Regular Coaching Classes for PSC/other competitive examinations
- Personality Development classes by experts from the field
- Career Orientation programmes
- Entrepreneurial Skill Development programmes.

The college has been running a training programme ‘Additional Skill Acquisition Programme’ (ASAP), newly introduced by the Govt. of Kerala, with a view to equip the youth to keep pace with the changing global job scenario. The college introduced this training programme for students in 2013 with a batch of 30 students. ASAP imparts 300 hours of training. Of these, 180 hrs are for the foundation module and the remaining 120 hours for different skill sectors.

1.2.6 Does the University provide for the flexibility of combining the conventional face-to-face and Distance Mode of Education for students to choose the courses/combination of their choice” If ‘yes’, how does the institution take advantage of such provision for the benefit of students?

The affiliation to Calicut University doesn’t permit combination of conventional courses and distance mode of education.

1.3 Curriculum Enrichment

❖ Action plan of curriculum transaction

The higher education in Kerala has undergone major transformation. It has become much flexible, from a pattern-rigid form to a more choice-based structure. It has undergone a paradigm shift from exclusive summative evaluation to continuous assessment, from teacher centered to student centered approach, from annual system to semester system, from class rooms learning to activity based education. The following Committees are organized for the purpose of decision making.

1. Monitoring Committee for UG Degree Programme:

Coordinator: Smt. Nithya Jayan

Members: (1) Dr. R.Bindu
(2) Sri. DevadasV
(3) Smt.Nayana.A
(4)Sri.Pradeesh.E.S
(5) Smt.Dhanya.K

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Monitoring of the Degree Programme shall be done by the Committee at three levels viz; Department Level Monitoring Committee, College level Monitoring Committee and University Level Monitoring Committee.

The Department Level Monitoring Committee shall examine the complaints, if any, from aggrieved students regarding the continuous evaluation.

The College Level Monitoring Committee shall be responsible for the conduct of First Degree Programmes, ensuring minimum number of instructional days required, making arrangement for the End Semester Assessment of various semesters. This Committee shall consider all the complaints that are not redressed by the Department Level Monitoring Committee.

2. P.G.Monitoring & evaluation Cell:

Coordinator: Dr.R.Nishi
Members: (1) Smt.Rosini.K
(2)Smt.Uma Govind

The cell is functioning in the college in order to monitor the academic standards of PG students.

3 Additional Skill Acquisition Programme(ASAP):

Coordinator: Sri.Preejith .M.P
Members: (1) Smt. K.G.Valsala
(2) Smt. D.G.Sophia

ASAP has been newly introduced by the Govt.of Kerala with a view to equip the youth in keeping pace with changing job scenario. The dearth of adequate skill sets in students is a major concern for industry, academicians and policy makers. The need for a comprehensive integral and cohesive change to increase the employability of students prompted the authorities to come up with such a programme to groom the students to be 'employable-ready'. Our college introduced this programme in 2013 with a batch of 30 students. ASAP involves 300 training hours. Of these, 180 hours are for the foundation module and the remaining 120 hours for different skill sectors.

Class room to activity based education

An Academic Committee is constituted for the preparation of **action** plan in effective implementation of the curriculum. The entire educational activity depends on the requirement of the stakeholders of the institution who are directly involved in it. An Academic Calendar is prepared by the Committee and is updated in every year in accordance with the University Academic Calendar. The action plan includes curricular and co-curricular activities .There are thirty six Clubs and Committees, each under the leadership of three teachers. The College Council prepares a work load that comprises all activities of the college. A detailed year plan is

prepared for the effective implementation of the various activities of the clubs to serve the purpose.

1.3.1 Describe the efforts made by the institution to supplement the University's Curriculum to ensure that the academic programmes and institution's goals and objectives are integrated?

The institution envisages realizing the goal of education as put forward by the great philosopher saint, Sree Narayana Guru, i.e., **“Emancipation through Education”**. This College is situated in a socially and educationally backward area of Palakkad district. Since vast majority of our students hails from economically backward families, the college assumes the responsibility to uplift them without any parochialism. The goal of this institution assures that the students achieve academic excellence along with personality development through project works, seminar presentation, field visits, study tours, and other socially and culturally oriented programmes.

The local geographical structure consists of rocks and hills. It reduces the storage of underground water. To save ground water we dig pits at several locations so as to replenish the decreasing ground water resource. The resultant increase in the ground water level helps the local people as their wells never get dry.

The institution's goals and objectives are integrated with the curriculum so as to empower the students with realistic knowledge of various ways to handle diverse situations of actual life, whereby they gain various life skills that enrich their lives.

1.3.2 What are the efforts made by the institution to modify, enrich and organize the curriculum to explicitly reflect the experience of the students and cater to needs of the dynamic employment market?

As a part of curriculum enrichment, the college offers different facilities to the students by providing proper training for their academic and vocational advancement. The Career Guidance and Placement Cell provides necessary inputs regarding career guidance and counseling for students through expert resource persons. Coaching classes for Public Service Commission tests, Bank Recruitment tests, UGC's NET examinations, etc. are conducted regularly. This institution also takes necessary action to inculcate entrepreneurial culture among the students and leads them towards creative thinking and action.

The activities of various Clubs and Forums initiate the students' total development of their multi skills and talents. The artistic and creative skills of the students are developed through the College Magazine and other means such as display boards, where creations of our students are exhibited, a house magazine and departmental manuscript magazines. The seminars, workshops, discussions and orientation programmes are arranged to enhance the listening, speaking, reading, writing and presentation skills of the students. As a part of the Functional English course, the students learn the art of English Language Teaching also.

This College has been conducting Additional Skill Acquisition programme for students since 2013.

1.3.3 Enumerate the efforts made by the institution to integrate the cross cutting issues such as Gender, Climate Change, Environment Education, Human Rights, ICT etc. , into the curriculum ?

This college integrates socially relevant issues into the curriculum with the help of different Cells and Clubs like Anti –Ragging Cell, NSS, NCC, Women’s Cell, Nature Club, Health Club, etc. The College Union plays a vital role in these ventures. Further the College Union nurtures leadership quality and service mentality in the youth. The efforts made by the institution to integrate the cross cutting issues are detailed below.

Gender issues: The Women’s Cell functioning in this college provides guidelines for women’s empowerment in different areas. The Cell also envisages plans for creating awareness on the need for the economic development of women.

Climate Change: The Nature Club of the institution organizes seminars, nature camps, and workshops about climate change, environmental pollution, and exploitation of natural resources. The Nature Club also conducts awareness programmes on Carbon Footprint in order to know the Carbon Space in the climate.

Environmental Education: As part of Environmental Education Programmes, this college celebrates Environment Day on June 5th. The volunteers of NSS and Nature Club plant saplings in the campus, supplied by the Department of Forest. Apart from these programmes, the Departments of Microbiology, Botany and Zoology conduct seminars, projects and awareness programmes on environmental issues such as deforestation, pollution, adulteration and toxication of food material, etc.

ICT: The Digital Lab is equipped with interactive boards, and similar IT related infrastructure so as to prepare our students to face the modern world with confidence.

Human Rights: Awareness is given to the students through different programmes organized by the Women’s Cell, NSS, and Sree Narayana Study Centre. The programmes include classes regarding cyber crimes, traffic rules and women’s empowerment; counselling to girl students; legal awareness programmes; etc.

Gender Equity

Being a college with 85% girls, there is a Women’s Development Cell, a Women Study Centre, and a Women’s Grievance Redressal Cell. The unhealthy incidents against women were usually discussed and talks were conducted by eminent personalities. Two Gender awareness classes were conducted during this academic year.

1.3.4 What are the various value –added courses/ enrichment programmes offered to ensure holistic development of students?

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Each member of the faculty translates the curriculum so as to suit the diverse requirements of the students whose various strengths and weaknesses are identified, so that they can fulfill the vision and mission by covering the curriculum in different forms for different teams of students. As this is done in accordance with the capacity and capability of each student, the curricular activities ensure the holistic development of each student.

- In association with Pain and Palliative Care Society, visits are conducted to Devashrayam Charitable Trust in Palakkad.
- A debate on the topic ‘ Marunna Keralam ‘ (The Changing Kerala) was conducted in association with Kerala Sahitya Parishad in order to eradicate superstitions and to create awareness on the need for social reforms.
- The college conducted six ayurvedic medical camps for village people in different rural areas of Palakkad district.
- Days of national importance like Independence Day, Republic Day, Kerala Piravi, and Gandhi Jayanthi are duly celebrated.
- Teachers Day, World Environment Day, etc. are observed every year.
- In order to propagate the vision and philosophy of Sree Narayana Guru, the Sree Narayana Study Center conducts various programmes.
- The Debate Club provides opportunities for conducting open discussions on topics of contemporary relevance.
- Add-on Course in Horticulture and Nursery Management helps the students by providing means for self-reliance.

The institution delivers the curriculum for the enrichment of all students. It has definitely succeeded in all the ventures, as manifest in the feedback from students, parents, employers, local community and other stakeholders.

1.3.5 Citing a few examples, enumerate on the extent of use of the feedback from stakeholders in enriching the curriculum?

All the departments of this college have succeeded in getting the curriculum revised as per the feedback obtained. The Department of English has been sanctioned M.A. English course during this academic year, thanks to the repeated requests of parents and students. Likewise, project works were introduced in the syllabus for B.Com. The success of the revised curriculum and the innovations is explicit in the behavioural changes of some students for the better, as Self Study Report (SSR) – Sree Narayana College, Alathur, 2014

reported by the parents that the hard introvert students have become normal extroverts. The parents and students reported that the attitude of the subjects towards elders, parents, and peers has undergone tremendous changes.

1.3.6. How does the institution monitor and evaluate the quality of its enrichment?

In the conduct of the enrichment programmes and the activities of the clubs, students are given complete freedom so that they develop their talents and capabilities by themselves. The supervision of a teacher prevents them from swerving from the desired line of action and behavior. Before commencing a programme the students themselves make a plan and implement it in consultation with the teacher in charge. The teacher gives advice whenever the students face any impasse. After the programme, students comment on the success of the programme and its impact. They collect the response of the beneficiaries, off-campus participants and the stakeholders who involve in the programme. The responses are analysed in a meeting of the body which organizes the programme in order to ascertain if the programme achieved its purpose.

1.4 Feedback System

❖ Re-design of curriculum based on feedback from stake holders.

This institution is affiliated to the University of Calicut. So redesigning of curriculum is not permitted. Hence feedback from stake holders cannot be used directly to enrich the curriculum. But the feedback from representatives of Alumni, and parents gives us some important proposals to strengthen the implementation process. The shortcomings of the curriculum can be rectified by conveying the same to the Board of Studies of the university through our representatives in the Board. The class wise PTA, course wise feedback from students, and alumni, the study about the output of the college help in fine tuning of the curriculum and the student support services in the campus.

1.4.1 What are the contributions of the institution in the design and development of the curriculum prepared by the University?

Some of our teachers are members of the Board of Studies, the Board of Examinations, and other academic bodies of the university and they influence and incorporate suggestions while designing curriculum. The representatives of the institution present the views to the bodies responsible for the designing and modifications of syllabus and of the evaluation system.

- The college receives feedback from all stakeholders who intimate the college the expectations of students, faculty, staff, management, the local community, etc.
- The institution studies the needs and designs programmes which can be accommodated within the available flexibility of curriculum prepared by the university.
- The Tally Course, Horticulture and Nursery Management Course, The

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Environment and Water Management Course, The Certificate Courses in Hindi, Women's Counselling Programmes, Environment Awareness Classes, Anti-Ragging Campaign, Orientation of the Freshers, Coaching Classes for competitive and qualifying tests, Remedial Classes, Anti Drug Campaign, Helmet Campaign, Traffic Rule Classes are all the programmes designed and executed on the basis of the requests and feedback from the stakeholders.

1.4.2 Is there a formal mechanism to obtain feedback from students and stakeholders on Curriculum? If 'yes', how is it communicated to the University and made use internally for curriculum enrichment and introducing changes/new programmes?

Yes.

The institution collects and documents the stakeholders' responses on curriculum. The students express their opinion on the curriculum through the response sheets distributed among them. Oral responses are also accepted. Alumni and parents register their views during Alumni and PTA meetings on curriculum enrichment. The faculty members who are members of Board of Studies obtain regular feedback from academic peers and suggest views for curriculum revision. The Principals' Conferences summoned by the university also discuss college level feedback which the registrar readily takes note of.

1.4.3 How many new programmes/courses were introduced by the institution during the last four years? What was the rationale for introducing new courses/programmes?)

The College started five new programmes/courses since 2010. They are M.A. English Language and Literature, B.Sc. Botany, Certificate Courses Hindi Bhooshan and Hindi Sahityacharya and Certificate Course in Horticulture and Nursery Management.

Sl No	Course	Year of commencement	Rationale
1	M.A.English	2013-14	<ol style="list-style-type: none"> 1. Provision for PG education to our students who pass UG course in English, which was started in 2001. 2. Demand for PG English language teachers. 3. Provision for global exposure to the common people of the rustic and agrarian locality.
2	B.Sc.Botany	2014-15	<ol style="list-style-type: none"> 1. Flora-diversity, including rare species, of the locality. 2. Availability of objects of study.
3	Hindi Bhooshan	2012-13	<ol style="list-style-type: none"> 1. Employment scope for Hindi teachers. 2. Qualification to utilize the grant from Central Hindi Directorate to conduct Hindi Vidyalayas in any locality.

			3. The employment potential of the course.
4	Hindi Sahithyacharya	2012-13	1. Equivalence to BA in Hindi. 2. Vocational higher study scope.
5	Horticulture and Nursery Management	2010-11	1. Self employment opportunity. 2. Employment potential. 3. Agro-development of the locality.

Relevant plans regarding the curricular aspects.

1. To implement more PG programmes.
2. Support the faculty to take more research degrees.
3. Nominate maximum members of the faculty in university bodies.
4. Introduce an Add-on course in each department.

CRITERION II: TEACHING-LEARNING AND EVALUATION

Sree Narayana College, Alathur was founded with the sublime objective of materializing the visions of the great seer-philosopher, Sree Narayana Guru, about the ideal world where humanity thrives, along with all beings, progressively and peacefully. He pronounced the right means of liberation from all fetters –education. Hence the college strives for the redemption of humanity through enlightenment. In order to realize our objective this college diligently performs its responsibility by imparting quality teaching, providing conducive learning environment, and meticulous evaluation. For the attainment of the objective we rely on diverse teaching methods learning facilities and evaluation systems. These include a wide range of techniques from the conventional to the state of the art.

The college situates in a remote rural area inhabited by mostly economically, socially, and culturally backward people. Naturally, vast majority of our students belong to the under privileged class. So itself our endeavour is to formulate and implement a teaching method, giving due consideration to the deprivations of the students.

2.1 Student Enrolment and Profile

2.1.1 How does the college ensure publicity and transparency in the admission process?

Since the institution follows the norms set forth by the government of Kerala and the University of Calicut to which it is affiliated, it maintains transparency in the admission procedure. The important dates regarding issue of application forms, the last date for receipt of the duly filled in applications and other relevant details regarding the admission are published in the leading Malayalam dailies. The prospectus issued along with the application provides a brief history of the college, the various programmes offered, the admission procedure, and the rules and regulations to be followed by the candidates once they are enrolled. To add to the transparency of the admission procedures, the last date of submitting the application forms and the publication date of the merit list are published on the main notice board of the college. Furthermore, any query or doubt with regard to the admission procedure is answered by the college office staff.

This year (2014-15) the admissions were effected by the University of Calicut by means of centralized (online) admission processes for UG programmes.

2.1.2 Explain in detail the criteria adopted and the process of admission (Ex. (i) merit (ii) common admission test conducted by state agencies and national agencies (iii) combination of merit and entrance test or merit, entrance test and interview (iv) any other) to various programmes of the Institution.

The institution offers two undergraduate (UG) programmes in Arts namely Economics, and Functional English ; five in Science namely Mathematics, Zoology, Environment and Water Management, Microbiology, and Botany and one in Commerce . We offer four PG programmes, viz., M.Com, MSc Mathematics, MSc Zoology (self-financing) and MA English. Admission is given on the basis of merit, and even in the case of admission to management seats priority is given to candidates with higher percentage of marks. The number of seats available for admission is set by the State Government and the University of Calicut. Seats are set apart for differently abled students, SC/ST students and students from Lakshadweep. Since 2013, admissions to UG courses are done by means of the Centralized Admission Process of the University of Calicut. Applications are called for once the results of the qualifying examinations are published. The applications of those students who have secured EHS (Eligibility for Higher Studies) in the qualifying examination only are considered for admission. Index mark list is prepared on the basis of the guidelines given by the University. While preparing the index mark list for admission, weightage is given for participation in NSS/NCC and achievements in sports and arts at the national or state level. After scrutinizing applications, provisional rank lists of students are published. The members of the admission committee give counselling and help the students in the admission process.

2.1.3 Give the minimum and maximum percentage of marks for admission at entry level for each of the programmes offered by the college and provide a comparison with other colleges of the affiliating university within the city/district.

Admission to all the courses is based on the norms set down by the University of Calicut. The minimum marks are set by the University for all the Programmes every academic year. For SC/ST students a mere pass is sufficient to get admission while for OBC students, the minimum percentage of marks required for admission was 40% last year. We are not in a position to submit the mark details of other colleges as we were not able to get the details from them. The details of minimum and maximum marks of students admitted to this college are provided below.

Sl.No.	Name of programme	Year	Minimum % of marks	Maximum % of marks
1	B. A. Economics	2010-11	53	78
		2011-12	54	79
		2012-13	52	81
		2013-14	53	86
2	B. A. Functional English	2010-11	55	80
		2011-12	55	79.85
		2012-13	55	81
		2013-14	56	82
3	B. Sc. EWM	2010-11	55	83.6
		2011-12	60	76
		2012-13	54	90

		2013-14	50	84
4	B. Sc. Mathematics	2010-11	48	79
		2011-12	52	81
		2012-13	55	89
		2013-14	55	88
5	B. Sc. Microbiology	2010-11	56	88
		2011-12	58	91.67
		2012-13	57	83
		2013-14	58	85
6	B. Sc. Zoology	2010-11	53.5	77
		2011-12	54	78
		2012-13	60	81
		2013-14	55	85
7	B. Com	2010-11	50	90
		2011-12	51	81
		2012-13	49	89
		2013-14	48	89
8	M. Sc. Mathematics	2010-11	48	92
		2011-12	50	88
		2012-13	46	93
		2013-14	65	93
9	M. Sc. Zoology	2010-11	53.5	86
		2011-12	72	84
		2012-13	74	86
		2013-14	64	82
10	M. Com	2010-11	51	87
		2011-12	55	89
		2012-13	50	93
		2013-14	55	88
11	M. A. English	2013-14	60	88

2.1.4 Is there a mechanism in the institution to review the admission process and student profiles annually? If ‘yes’ what is the outcome of such an effort and how has it contributed to the improvement of the process?

To carry out admission process in a systematic way, the College Council constitutes an Admission Committee with the Principal as the Convener and all Heads of Departments along with representatives of the teaching and non-teaching staff as members, well before the commencement of the admission process. The admission procedure is carried out impeccably in strict adherence to the rules and regulations of the university, the government and the policies of the college management which are not prejudicial to university norms. The Admission Committee conducts comparative analysis of the details of the admissions conducted in the previous year. Such an analysis has often revealed that there is an obvious qualitative improvement in the academic standards of the applicants as revealed by their index marks. Qualitative fairness is maintained in admission to the management seats also.

2.1.5 Reflecting on the strategies adopted to increase/improve access for following

categories of students, enumerate on how the admission policy of the institution and its student profiles demonstrate/reflect the National commitment to diversity and inclusion?

The ultimate goal of our institution is to accomplish the vision of our great Guru's oft quoted principle 'One God, One Religion, One Caste'. The institutional policy is in line with the national policy emphasising upon diversity and inclusion. Founded on the universal principle of brotherhood, our institution holds no gender bias or community/caste discrimination. The student community here is therefore pluralistic and egalitarian, though hailing from diverse social and economic spheres. A large bulk of the students who are admitted to this college hails from the low income families of the rural and agrarian parts of Palakkad district. A few students hail from other districts and from the Lakshadweep islands too.

Admissions to the college are conducted as per the Government directions on reservation policies. The detailed reservation chart followed for admission is shown below.

Reservation for students belonging to different categories in percentage

Sl. No.	Category	Percentage of reservation (as per Government Rules)
A	SC/ST	20 %
B	OPEN MERIT	40 %
C	COMMUNITY QUOTA	20 %
D	PHYSICALLY HANDICAPPED	(3%) in Open Merit
E	SPORTS QUOTA	1 SEAT in Open Merit
F	MANAGEMENT QUOTA	20 %

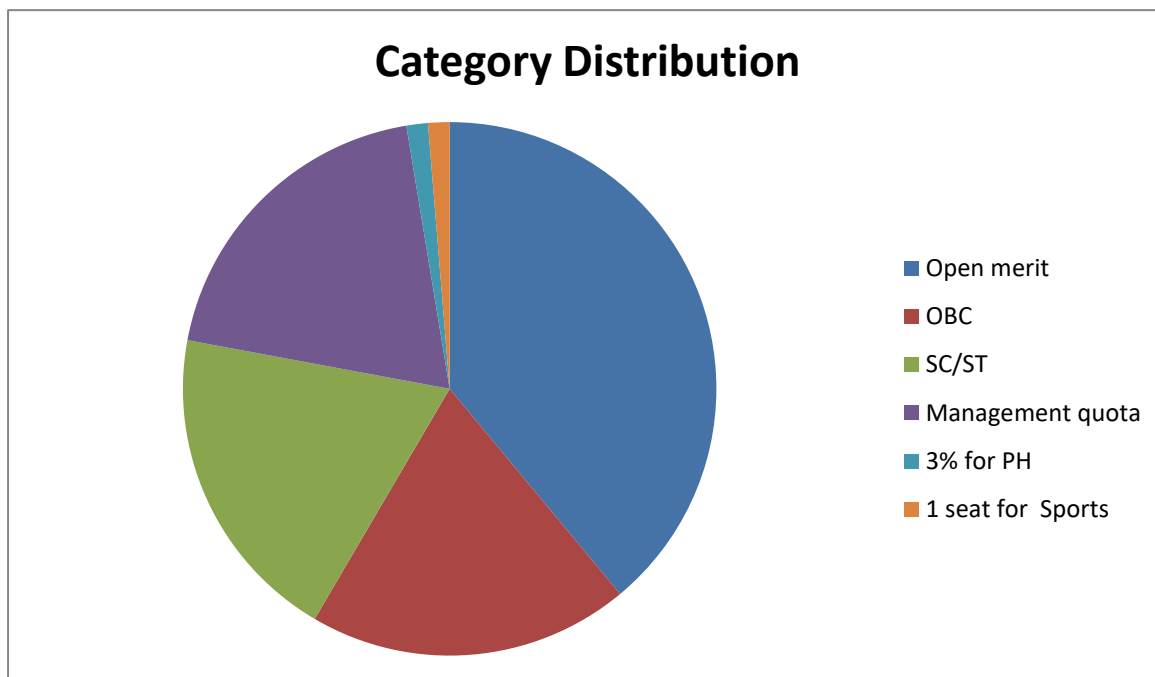


Fig:1 Reservation for students belonging to different categories in percentage

Special medical care facilities are provided for SC/ST students. The SC/ST students get exemption from paying fees and they get a lump sum stipend.

- Students belonging to economically weaker sections get fee concession allowed by the government and financial assistance from the college. Mid-day meals for financially backward students are also arranged in the canteen.
- Scholarships based on merit, economic status, and community are also provided as per government and university norms.
- The financial assistance provided through these schemes ensures equality and wide access to the students from various socio-economic and cultural backgrounds.
- This is a co-educational institution with girls outnumbering boys. Majority of our girl students hail from the conservative and economically backward families. A cursory glance through their Higher Secondary School mark list would reveal that they are equally talented and skilled as their urban counterparts. For these girls from deprived backgrounds, gaining higher education from prestigious institutions in urban areas, both within and outside the State, is virtually impossible. Our college is a safe haven for them to realize their aspirations and scale great heights thereby aiding in their emancipation and empowerment. Security staff is appointed by the Management to ensure security and discipline inside the college campus. Separate reading room, IT Lab, rest room, yoga centre, health centre etc. are also made available for girl students. A Recreation Centre supervised by a team of lady teachers also functions in the college.
- The students admitted in the college are of multi-level capabilities. In order to motivate them to develop higher order thinking we use interactive instructional techniques.

- Slow learners are given special classes during non-working hours and counselling services are also provided for them.
- For helping differently abled students, necessary arrangements are made in the schedule to shift classrooms to the ground floor for their convenience. The institution has constructed ramps also for the physically challenged students.

2.1.6. Provide the following details for various programmes offered by the institution during the last four years and comment on the trends, ie, reasons for increase / decrease and actions initiated for improvement

Sl. No.	Programme	Year	No. of applications	No. of Students admitted	Demand ratio
1.	B.A. Functional English	2010-11	198	29	8.25:1
		2011-12	208	29	8.66:1
		2012-13	228	29	9.5:1
		2013-14		40	
2	B.A. Economics	2010-11	582	57	14.55:1
		2011-12	590	48	14.75:1
		2012-13	964	58	24.1:1
		2013-14		50	
3	B. Com	2010-11	688	60	17.2:1
		2011-12	738	60	18.45:1
		2012-13	1058	60	26.45:1
		2013-14		60	
4	B. Sc. Maths	2010-11	225	48	9.38:1
		2011-12	233	27	9.70:1
		2012-13	408	44	17:1
		2013-14		35	
5	B.Sc. Zoology	2010-11	260	36	10.83:1
		2011-12	273	23	11.38:1

		2012-13	407	32	16.95:1
		2013-14		34	
6	B.Sc. Environment and Water Management	2010-11	139	31	6.95:1
		2011-12	145	23	7.25:1
		2012-13	202	33	10.1:1
		2013-14		30	
7	B.Sc. Microbiology	2010-11	232	29	9.66:1
		2011-12	255	24	10.62:1
		2012-13	321	34	13.37:1
		2013-14		34	
PG Programme					
1	M. Com	2010-11	99	15	6.6:1
		2011-12	102	15	6.8:1
		2012-13	104	15	6.93:1
		2013-14	183	15	9.15:1
2	M.Sc. Maths	2010-11	77	20	3.85:1
		2011-12	82	16	4.1:1
		2012-13	86	20	4.3:1
		2013-14	93	20	4.65:1
3	M.Sc. Zoology	2010-11	67	12	5.58:1
		2011-12	73	11	6.08:1
		2012-13	77	11	6.41:1
		2013-14	98	11	8.16:1
4	M.A. English	2010-11	-	-	
		2011-12	-	-	
		2012-13	-	-	

		2013-14	40	15	2.67:1
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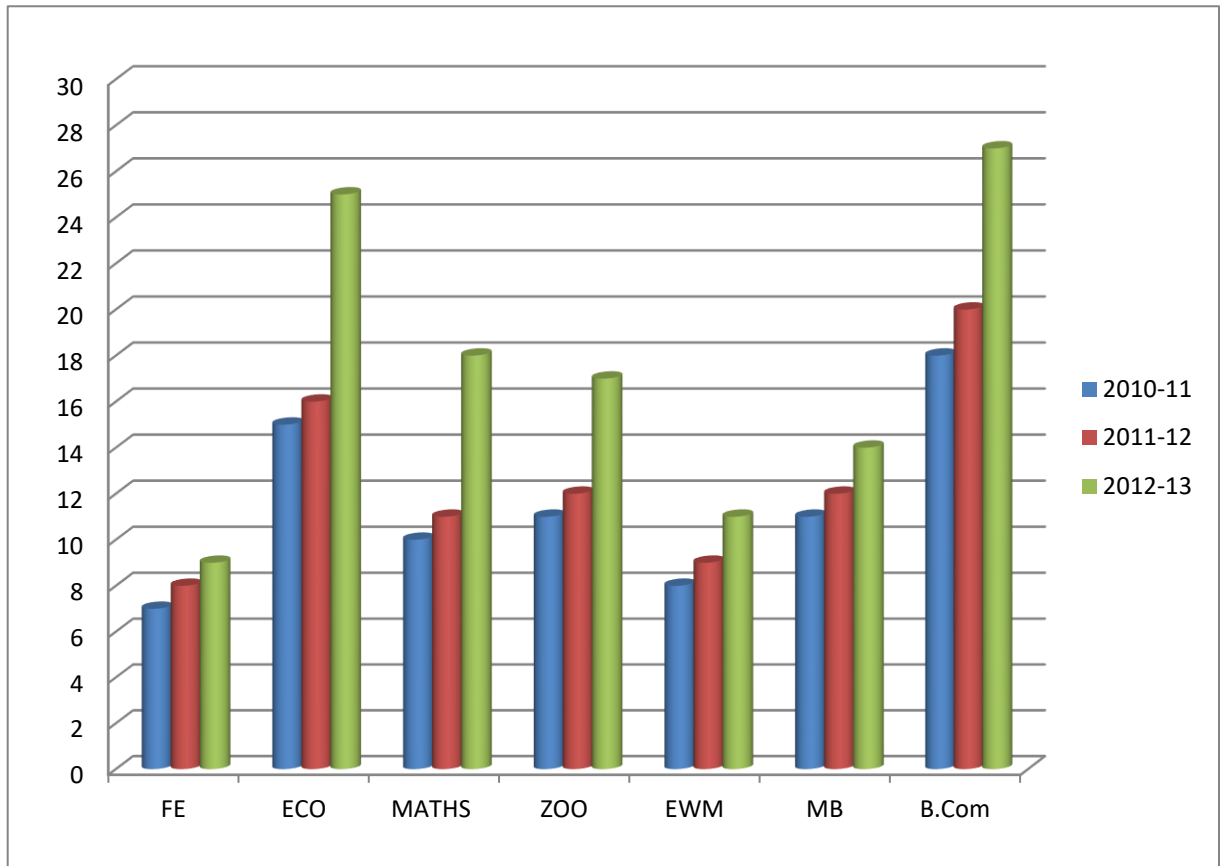
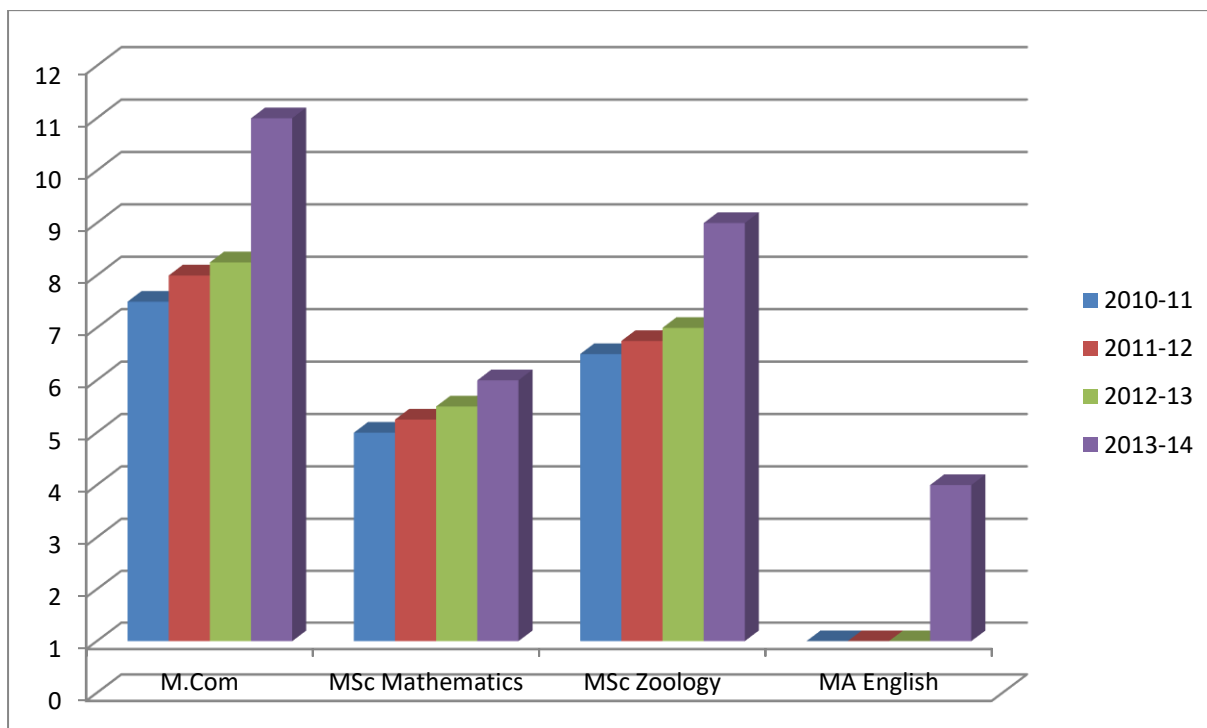


Fig:2



M.A. programme in English was started in the year 2013-14

Fig:3

The number of applications received for admission is on the rise every year owing to the increasing goodwill of the college, fairly good success percentage, availability of resourceful teachers, disciplined atmosphere and adequate infrastructure facility conducive to learning. The trend observed during the past few years is that there is more demand for admission to UG and PG programmes in Commerce. Taking into consideration the increase in demand for admission to various programmes offered by the institution, we have decided to start more PG and UG programmes, and every year we put forward proposals to the university and the Government of Kerala for new courses.

2.2 Catering to Diverse Needs of Students

In order to cater to the diverse needs of students the college has a well formulated policy. To ascertain the special needs of the students their respective tutors, individually or in a team visit their houses to collect information about their socio-familial backgrounds. Apart from this survey on health conditions, way of life, nature of community, level of enlightenment of the members of the family and community are also conducted.

2.2.1 How does the institution cater to the needs of differently-abled students and ensure adherence to Government policies in this regard?

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The institution is sensitive towards the needs of the differently-abled students. Their applications for admission are considered favourably and such students have been given admission as per government rules. For their convenience, necessary arrangements are made in the schedule to shift classrooms to the ground floor. The library facility, the canteen, and the co-operative society are also easily accessible to them on the ground floor. The institution has provided ramps for the physically challenged students. We have submitted proposals to the UGC for purchasing wheel chairs, library software and Hearing Aids to cater to the needs of the differently abled students. There is provision for availing scholarships and other financial assistance from the government, the university or other agencies.

2.2.2 Does the institution assess the students' needs in terms of knowledge and skills before the commencement of the programme? If 'yes', give details on the process.

Yes.

Once the students are admitted to a programme, the whole class is assigned under the charge of a class tutor. Details regarding their bio-data, interests and skills are collected during the short interactive sessions between the tutor and the students. Based on the information gathered through such interactions, it is ensured that the students are provided with the right atmosphere for enhancing their knowledge and skills. For this, they are given opportunities to attend various activities of the clubs and forums, and seminars, workshops, camps and film festivals within and outside the college, thereby boosting their horizons of knowledge and skills.

Similarly, along with the academic knowledge, skills required for the students to cope up with the rigors of the semester system are analyzed by the class tutors themselves; well in advance, before the commencement of the programme and it is maintained throughout the programme. The students are classified into advanced, average and slow learners. The tutor communicates with his/her colleagues with regard to the necessities and scaffolding required for each student. The average and slow learners are provided a boost up through counseling sessions, instilling in them sufficient confidence quotient, so as to enable them to face the academic challenges. Such an early assessment of the students helps the teachers to prepare comprehensive and meticulously planned learning material catering to the requirements of the varying abilities of the student community.

2.2.3. What are the strategies drawn and deployed by the institution to bridge the knowledge gap of the enrolled students to enable them to cope with the programme of their choice? (Bridge/Remedial/Add-on/Enrichment Courses, etc

Once the student is enrolled, a meeting of all the admitted students along with their guardians is conducted in the college auditorium. The college Principal addresses the gathering. This is followed by a talk detailing upon the significant differences in the instruction, examination pattern, syllabus and related matters followed in schools and colleges. The students are also briefed on the general rules and objectives of the college, and about the patterns of change that the students are expected to make in order to adapt to the syllabus and the examination patterns. This is further reinforced at the department level through the Heads and class tutors.

Class tests and internal examinations are conducted to assess the learning levels of the students. Those found to be weak in different subjects are identified and are given special attention through remedial coaching. This helps in boosting up their confidence to explore further avenues of knowledge. In addition, peer group learning instills confidence in them and also enables them in developing a sense of unity and brotherhood.

2.2.4 How does the college sensitize its staff and students on issues such as gender, inclusion, environment etc?

NSS and NCC units undertake programmes to sensitize students on issues of gender, inclusion, human rights, legal literacy, environment and other relevant issues. The Nature Club sensitizes the students about the need to preserve the environment. It also takes initiative to observe days like World Environment Day, Earth Day and Hiroshima Day. The Women's Cell also organizes debates and discussions on gender based issues. Apart from these, the Literary Club, Debate Club and Film Club also organize programmes to this effect.

Environment Awareness.

Under the University of Calicut, this is the only affiliated college that offers a programme in Environmental Science and Water Management. Major portion of this campus is rocky. Thanks to our utmost environmental concern, we made it fully green like a forest and maintain its naturality intact. Much effort has been made successfully in planting trees for a Nakshathra Vanam, butterfly park, kitchen gardens, etc. Moreover, the campus kept as plastic free. Every term a half day is observed as 'clean campus' day. Waste bins are provided to prevent littering. The students of Environmental and Water Management organize a seminar on environmental concerns every year. The NCC, NSS and PTA organized a campaigns on the waste water storage, culture of neatness, and energy conservation. Our students have dug many ponds at different parts of the village for harvesting rainwater.

2.2.5 How does the institution identify and respond to special educational/learning needs of advanced learners?

Advanced learners are identified by evaluating their performance in the written examinations, the quality of assignments they submit, their seminar presentations, and their performance in the class. Such students are encouraged to participate in competitions, quiz programmes, and seminars conducted in other institutions to enhance their knowledge and competency in various fields which aid to the all-round development of their personality.

Moreover, their skills are made use of as peer group teachers, thus creating a platform for them to emanate their knowledge, talents and skills, which in turn benefit their peers.

2.2.6 How does the institute collect, analyze and use the data and information on the academic performance (through the programme duration) of the students at risk of drop out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc.)?

This being an institution located in a remote and backward region, it is noteworthy to highlight the fact that our college is the sole refuge for students belonging to this region as far as higher education is concerned. Right from its setting up, during early 1970s, the college has been successfully endeavouring to educate students belonging to the disadvantaged and the economically weaker sections of the rural areas of Palakkad district. The academic performance of the students is evaluated by means of test papers, class room test, seminar presentations and assignments. The data thus collected are analyzed by the teachers, and each student is rated based on performance. Class PTA meetings are conducted at least once in a semester, and they provide the apt platform for the teachers to interact with the parents and learn about the difficulties faced by the students. Based on the information collected thus, proper remedial measures are taken. Remedial coaching classes are provided for slow learners and to those who belong to the disadvantaged sections. Physically challenged students are treated with compassion. Extra time is allotted to them during examinations, if required. The economically weak students are provided financial assistance through fee concessions and scholarships.

2.3 Teaching-Learning Process

A well-coordinated teaching-learning process and timely evaluation schedule have improved the performance of our students very much. Teachers Daily Work Diary and Class-wise Work Diary are the guidelines for ensuring the desired results.

Teachers Work Diary

For the accountability of the progressive evaluation of teaching-learning process, a diary is prepared and provided to every member of the teaching faculty. The details of the work diary are as follow:

- Number of hours engaged on every working day
- Portion covered on each hour as per teaching plan and syllabus.
- Number of students absent in the class.
- Remedial classes taken.
- Extension or extracurricular activity engaged.

For verification, teachers should submit the work diary to the Head of the Department every evening after duty.

At the end of every week the curriculum data collection committee sorts out the details, prepares a report and submits it to the Academic Committee for final evaluation and suggestions.

Class-wise Work Diary

A regular student from each class nominated by the concerned tutor is in charge of Class-wise Work Diary. The Diary includes the following details:

- Names of teachers who engage each hour, with date and subject.
- Names of teachers specially engaged, with date, hour, and subject.
- Other activities proposed/performed, with time, date, and duration.

The student in charge of the Work Diary should submit the Diary to the concerned tutor daily and the tutor has to forward it to the Academic Committee at the end of every week. The Academic Committee evaluates the learning process of students, cross checks and compares it with the report in the Teacher's Work Diary.

2.3.1 How does the college plan and organize the teaching, learning and evaluation schedules? (Academic calendar, teaching plan, evaluation blue print, etc.)

Our college plans and organizes the teaching, learning and evaluation schedules, based on the schedule given by the University of Calicut. The college, however, makes possible alterations in the schedule given by the university to make it fit into the academic situations existing in the college. The Academic Calendar of the college is prepared, based on the rules and regulations stipulated by the university, Govt. of Kerala and the College Management. The teaching faculty prepares the teaching plan in Teachers Daily Work Diary, according to the syllabus and number of working days available. This helps in the timely completion of the syllabi and in

equipping the students for the University examinations. The evaluation schedules are prepared both department-wise as well as centrally for the whole college. The dates the first internal examinations, seminar presentations and submission of assignments are announced department wise. The second internal examinations are conducted in a centralized manner. The grade lists of internal examinations, seminars, assignments and the students' attendance are duly recorded and tabulated by the class tutors who submit them to the Heads of Departments. The final grades are announced to the students and their initials are obtained. The grades are uploaded to the university website within the stipulated date. The Internal Quality Assurance Cell is organized as per the UGC norms for coordinating, monitoring and evaluating the curricular activities.

The Internal Quality Assurance Cell is constituted in accredited institutions for internal quality assessment and improvement. The members of the IQAC of the College are:

- | | |
|-----------------------------------|--|
| 1. Chairperson : | Dr. G. Hariprakash, Pricipal |
| 2. Co-ordinator of IQAC: | Dr. M. A. Suraj, Associate Prof. and Head, Dept. of Botany |
| 3. Senior Administrative Officer: | Sri. U.V.Mohanan, Superintendent |
| 4. Member Teachers : | |
| | 1) Dr. A. A. Haseena Beevi, Associate Prof. and Head, Dept. of Economics |
| | 2) Dr. A. R. Sandhya, Associate Prof. and Head, Dept. of English |
| | 3) Smt. K.G.Valsala, Associate Prof. Dept.of Mathematics |
| | 4) Dr. R. Nishi, Associate Prof. and Head, Dept.of Zoology |
| | 5) Smt. G. Bindu, Assistant Prof. and Head, Dept. of Commerce |
| | 6) Sri. K. K. Sankaran, Assistant Prof. Dept. of Statistics |
| | 7) Sri. N. S. Rajendran, Assistant Prof. Dept.of Biochemistry |
| | 8) Dr. Sajith. S. J. Sasi, Assistant Prof. Dept.of Hindi |
| 5. Member from the Management: | Prof.M.Premakumaran, Kombankal, Chathamangalam, Nemmara. Palakkad (Rtd.Principal, S.N. College, Alathur) |
| 6. Nominee from local society: | Sri. K.Sivaraman, Malamal Colony, Alathur |
| 7. Nominee from Employer: | Sri .K.S. Sreejesh, Randootykalam, Olimkadav Post, Mangalam Dam, palakkad-678076 |

2.3.2 How does IQAC contribute to improve the teaching –learning process?

The IQAC monitors all the activities in the college in order to enhance the quality of teaching-learning process. The Cell plans the programmes for each year in advance, at the end of the previous year. The departments are directed to submit their action plans for the following academic year. The preparation of the Academic Calendar is done by the IQAC in consultation with the Departments. The Cell renders assistance in organizing workshops and seminars, which contribute to the quality enhancement of the teaching-learning process.

The IQAC plays a crucial role by giving timely directions and encouragement to the faculty, staff and students in the following ways:

- a) Visits all departments twice every semester and evaluates the academic and extension activities.
- b) Offers ICT oriented teaching.
- c) Gives resources to enhance digital data base, e-journal subscription and other additions to teaching learning process.
- d) Promotes research activities to the maximum possible level.
- e) Ensures that skill development measures are included in the teaching process.
- f) Gives maximum support to research publications.
- g) Encourages students to present papers at IQAC co-ordinated seminars.
- h) Organizes national level seminars, to inculcate research culture.
- i) Honours the best performing department and the best teacher with awards.
- j) Honours the best publisher, and research scholar, on the basis of publications made by the faculty members, with awards.
- k) Honours students with best reader awards, for the best summary of maximum number of books taken from the library.

2.3.3 How is learning made more student-centric? Give details on the support structures and systems available for teachers to develop skills like interactive learning, collaborative learning and independent learning among the students?

The existing semester system introduced by the University of Calicut has paved way for making learning more student-centric. The teaching–learning process is more of an interactive and participatory nature. The seminars and assignments that students have to do as a part of the internal assessment process and peer group teaching in class rooms, give the students a central place in the teaching-learning process. Furthermore, group visits, group projects and group works, undertaken by students have helped in instilling in them mutual respect and in the imbibing of collaborative learning techniques. The UG and PG computer labs, and the library, provide students with facilities to access the internet, thereby enhancing their knowledge through independent learning. Similarly the Language Lab, equipped with Student Consoles, has helped in the interactive learning of English language.

2.3.4 How does the institution nurture critical thinking, creativity and scientific temper among the students to transform them into life-long learners and innovators?

The various curricular and co-curricular programs conducted in this college help the students to improve their communication skills, analytical ability, emotional quotient, decision-making skills, self-esteem and creative thinking. An interdisciplinary approach is encouraged among students through Open Courses, seminars and discussions with experts in the respective branch of study. Leadership skills and management skills of students are developed by providing them the opportunity to be part of various clubs and committees like the NSS, NCC, Nature Club, Debate Club and Literary Club. Such an involvement also boosts their team spirit, self-esteem, and individuality. The Debate Club in the college

provides scope for the students to sharpen their critical faculty and to air their views on contemporary issues without any diffidence thereby enhancing their communication skills. The members of the club are sent to participate in regional and state level competitions. The Literary Club gives a platform for budding writers and artists to give expression to their creative talents. The club launches Handwritten Magazines wherein students make contributions in the form of poems, stories, articles, sketches and the like. Contributions to the Wall Magazine and the College Magazine enhance their creativity. Similarly, Nature Club, Energy Conservation Club, and Science Forum serve to instil scientific temper in the students. Innovative ideas are collected from students to foster scientific temper and to promote research aptitude. Involvement in such activities fosters in them an unending quest for learning and gaining knowledge.

2.3.5 What are the technologies and facilities available and used by the faculty members for effective teaching? Eg: Virtual laboratories, e-learning - resources from National Programme on Technology Enhanced Learning (NPTEL) and National Mission on Education through Information and Communication Technology (NME-ICT), open educational resources, mobile education, etc.

The members of the faculty use both non-projected aids like Blackboard/ Whiteboard and electronic Teaching Aids to ensure effective learning experience for students. Through the use of illustrations, interactive boards, simulation software and power point presentations the process of teaching-learning is made more interesting and effective. The institution is equipped with Overhead Projectors, Interactive boards, and LCD/DLP projectors. The institution has a sizable collection of books and multimedia content such as encyclopaedias. Students have access to the internet and INFLIBNET and a number of magazines and news papers through which they can gather and effectively update themselves with a vast amount of information. Internet connectivity to all the Departments, College Office and Computer Labs are facilitated, thanks to the government project titled **National Mission for Education Through Information and Communication Technology (NME-ICT)**

2.3.6 How are the students and faculty members exposed to advanced level of knowledge and skills (blended learning, expert lectures, seminars, workshops etc.)?

We have a team of dedicated teachers who are keen on sharpening their intellect, upgrading their level of knowledge and updating themselves in their subjects. They participate in regional and national/international seminars and workshops in their respective areas of interest, and the wealth of knowledge thus gathered is disseminated to the student community. Seminars, both at the regional and national level are organized by various departments, and students get opportunities to listen to and interact with the experts in the respective field. The knowledge gathered thus supplements their curricular and co-curricular gains. Students are given opportunity to present papers which help them to go beyond the constraints of syllabus and classroom.

Teachers attend Refresher and Orientation Courses that help in enhancing their teaching skills and gaining more knowledge in their respective fields. Teachers also take interest in undertaking research work, which not only increases their knowledge but also makes them better equipped in guiding the students to sharpen their creative and critical faculties.

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Details of workshops and seminars conducted during the post accreditation period are appended below:

Department of Commerce	<ul style="list-style-type: none"> ➤ Seminar on Paradigm Shift in Financial Sector. ➤ Role of Co-operative Banks in Rural Development. ➤ Workshop on Self-confidence. ➤ Innovative Life skill Development. ➤ Symposium on Role of Investment, Demat Accounts & PAN Cards in Today's Life. ➤ Workshop on Financial Inclusion. ➤ Seminar on Recent Trends in Higher Education. ➤ Workshop on Intensive Training in Accounting and Tax Practition.
Department of Economics	<ul style="list-style-type: none"> ➤ National Seminar on Women: Development, Justice and Empowerment ➤ Seminar on Local History ➤ Seminar on Kerala Economy-Threats and Challenges ➤ Class on Research Methodology. ➤ Class on Gender Economics ➤ Class on Functioning of Statistical Department ➤ Seminar on Motivation ➤ Workshop on Financial Education. ➤ Seminar on Human Rights
Department of English	<p>Classes on the following topics:</p> <ul style="list-style-type: none"> ➤ News Reporting ➤ Effective Communication Skills –An Aid to Personality ➤ Personality Development ➤ Translation ➤ Media ➤ Media Ethics ➤ Workshop on Theatre
Department of Zoology	<ul style="list-style-type: none"> ➤ Talk on Haemophilia. ➤ Lecture on Environmental Awareness. ➤ Special talk on Biodiversity Conservation and Butterfly Park. ➤ Lecture on Cancer. ➤ Talk on Personality Development. ➤ Lecture on Genetic Engineering. ➤ Talk on Career Development and Grooming Personality. ➤ Lecture on Drug Abuse and Ill effects. ➤ Lecture on Forest Entomology.
Department of Botany	<ul style="list-style-type: none"> ➤ Classes on Artificial Propagation methods in Plants. ➤ Environmental Conservation and Students. ➤ Introduction to Bio-Informatics & Endangered species. ➤ Zero Budget Natural Farming.

	<ul style="list-style-type: none"> ➤ Conventional Water Treatment Process. ➤ Application of Chemistry in day-to-day Life and Future. ➤ Remote Sensing. ➤ Energy Conservation. ➤ Essentials of earth. ➤ Tribal Diversity and Ethnic Knowledge. ➤ Disaster Management
Department of Mathematics	<ul style="list-style-type: none"> ➤ Seminar on Applications of Mathematics in various fields especially in LPP & Fluid Dynamics. ➤ Seminar on Language Science based on Buddhist Philosophy. ➤ Basics of Calculus & Introduction to Linear Algebra. ➤ Open Source Software. ➤ Computer Algebra Systems. ➤ Multimedia tools for Interactive Learning. ➤ Beauty set Theory. ➤ Exponential Function. ➤ Iso perimeter Inequality
Department of Microbiology	Talk on Human immunodeficiency Virus

2.3.7 Detail (process and the number of students \ benefitted) on the academic, personal and psycho-social support and guidance services (professional counseling/ mentoring/ academic advice) provided to students?

The college has constituted a number of bodies as clubs, forums, cells and centres other than the NCC, NSS and Career Guidance and Placement Cell, for assisting the students in all aspects of their growth by imparting advice, giving training, providing opportunities and facilitating chance to get first hand knowledge about different living conditions. Such bodies make the students work in and beyond the campus, in the areas extending from the academics to society, enriching not only their knowledge in the discipline that each of them pursue, but also in all other walks of life. This service enriches the students with the ability and confidence to grow as useful and successful citizens.

Following is the list of the bodies, and details about their structure and function:

1. The Tutorial System

The Tutorial System is headed by the Principal under whom the Tutors, selected from among the faculty, work. Each Tutor is in charge of a tutorial group of students from his/her department. All students of the college are beneficiaries of the Tutorial System. Tutorial meetings are held regularly and the tutors guide and advise the students in academic, personal, social, cultural, behavioural, health and moral matters, individually and generally. Each tutor watches his/her wards individually in academic and other matters, encourages them to further their merits, helps them to solve their problems and guides

them to come up in the areas where they are deficient. In matters of examination and attendance also the tutors counsel the students. The tutors identify those of their wards who need expert assistance and direct them to the Counseling Centre.

2. NCC

The National Cadet Corps units of our college play a significant role in moulding the students as socially committed citizens. The two units of NCC of our college have 160 enrolments.

3. NSS

The National Service Scheme units of our college has been conducting community service as a part of the curriculum activity of the students, so as to familiarize them with the real life situations and how the people survive crises, so that they improve their analytical power and sensitivity which in turn serve as a booster to their grasping capacity. The two units of the NSS have 100 students enrolled.

Career Guidance and Placement Cell

Coordinator: Sri.N.S.Rajendran

Members: Smt.K.Rosini and Sri.Sathyajithu.B (Library Staff)

This cell aims to give information regarding job opportunities and career information through seminars, lectures, demonstrations, brochures, notification, notices, etc. The Career Guidance Cell orients students on matters regarding selection of career and keeps them informed of prospects in the job market.

The institution offers free coaching for NET/SET, for various examinations of the Kerala Public Service Commission, Banking Recruitment Tests.

Different schemes are implemented with the help of UGC merged schemes such as Entry in Service to SC/ST/OBC, Equal Opportunity Center, and Career Guidance and Placement cell. We have procured different equipment, and literature on career guidance and placements, and conducted classes and counseling sessions, etc. utilizing fund from this scheme. The Cell functions in such a fashion that all students benefit from it.

Year	Activities	Beneficiaries
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2010-11	Career orientation, skills training, student empowerment seminars, higher education guidance etc.	114
2011-12	Coaching classes for various examinations of Kerala Public Service Commission.	178
2012-13	Coaching classes for IBPS Examinations (Banking Recruitment)	273
2013-14		289

Planning Forum:

Coordinator: Smt Vidya.K

Members: Smt.Sophia D.G. and Smt G.Bindu

Planning is a rational action mixed with a little forethought. It is the process of deciding in advance where, when, how and by whom an activity is to be performed. This is basically a process of “thinking before doing”. In this era of knowledge management, higher education institutions should be equipped with the latest global development perception. The committee undertakes the over all planning of the activities in the campus, keeping in view the great social obligation of the college.

1. Admission Committee

Chairman: Principal

Coordinator: Smt. K.G. Valsala

Members: Smt. Vidya .K
Sri. K. K. Sankaran
Sri.Sreeji.N.S.
All Heads of Departments
Office Superintendent
PTA Secretary.

This committee assists the Principal in the admission procedure of various courses, by strictly following the rules and regulations of the University of Calicut and the State Government.

2. Literary & Reading Club

Coordinator: Smt.Arya Viswanath

Members: Smt. Remya Rajan
Sri. Sathyajithu ((Library Staff)

The club aims to promote reading habit among the students and to impart guidance for the proper selection of books. It also aims to familiarize new trends in literature, especially in Malayalam and English.

3. Debate & Quiz Club

Coordinator: Smt.Uma Govind.

Members: Smt.Dana Narayanan and Dr.S.Diva

To trigger the skills of students in knowledge up-gradation, the clubs conducts debates and quiz competitions in the campus. It also gives chances to meritorious students to attend competitions outside the campus.

4. Discipline Committee :

Coordinator: Sri. N. S. Rajendran

Members: Sri. Preejith.M.P

Sri Devadas.V

Dr.V.Wilsanand.

The discipline in the campus will reflect the rich social and cultural values, which the college community cherishes. The Discipline Committee, in collaboration with other welfare units, facilitates and maintains the discipline in the campus.

5. Aptitude Promoting Centre

Coordinator: Dr.A.K.Anila

Members: K. Rosini and Smt. Dhanya. R

The Centre aims to identify the aptitudes of individual student and to promote the inherent talents of students for new creations.

6. Science Club

Coordinator: Smt. Nithya Jayan

Members: Smt. Divya. R

Smt. Saritha. C

In order to inculcate a scientific culture and temper among students, the club in association with other departments, arranges special programmes on recent trends and developments in the field of science.

7. Sports Club:

8. Coordinator: Sri. Sreeji. N. S

Members: Sri. Preejith. M. P.

Smt. Priyanka. A. S

The club, along with the Department of Physical Education, promotes sports and games in the campus. The committee pays special attention to identify and nature young talents.

9. Students' Evaluation Committee

Coordinator: Smt.Uma Govind

Members: Dr. Arathy Sasikumar

Sri. K. P. Vineesh

The committee is in charge of the conduct of terminal examinations and other internal evaluations for which modern evaluation techniques and tools are employed to make it fool-proof.

10. Hindi club:

Coordinator: Dr. Sajith. S. J. Sasi

The club aims to promote our students' communicative skill in the national language, Hindi.

2.3.8 Provide details of innovative teaching approaches/methods adopted by the faculty members during the last four years? What are the efforts made by the institution to encourage the faculty members to adopt new and innovative approaches and the impact of such innovative practices on student learning?

Being well aware of the rapid changes happening in the field of higher education and research, the college has been taking efforts to keep pace with the innovative teaching-learning practices. The following are a few of the measures adopted:

- Promotion of student-centric learning through interactive classes, assignments, projects, seminars and practical sessions.
- The teachers have graduated from the use of conventional blackboards to interactive smart boards for teaching.
- All departments are equipped with computers and the internet facility to provide easy access to knowledge.
- The students are trained and motivated to make seminar presentations with the help of ICT.
- Self-learning is promoted and students are encouraged to use the internet and library to access knowledge.
- Hands-on learning is encouraged through field visits, industrial visits and project works.
- Promotes students' interaction with scholars and experts of different disciplines by providing opportunities for the same.

The innovative techniques adopted help in enhancing the interest of students in the learning process and in alleviating the burden of knowledge acquisition. They also help the students in gaining practical experience on the knowhow of gathering information.

2.3.9 How are library resources used to augment the teaching-learning process?

The institution has a well-equipped library connected with internet and INFLIBNET and sufficient reading space which creates a congenial atmosphere for reading thereby augmenting the teaching-learning process. The students can access books, newspapers, journals and magazines from the library, and if required can photocopy the materials. Books are purchased every year and the library stock is updated with the latest issues. Students are issued books from the general library to aid in the preparation of seminars, assignments and project works. The faculty recommends relevant books and other publications, from which the students can easily gain new information.

2.3.10 Does the institution face any challenges in completing the curriculum within the planned time frame and calendar? If ‘yes’, elaborate on the challenges encountered and the institutional approaches to overcome these.

No.

The Academic Calendar is planned in such a way as to cover the curriculum within the planned time frame. The college has the practice of covering the syllabi well in advance and fulfilling the requirements of internal assessments in time. Loss of working days due to any unforeseen reason is complemented by additional classes on Saturdays or through extra hours engaged after the normal working hours.

2.3.11 How does the institute monitor and evaluate the quality of teaching learning?

The institution evaluates the quality of teaching-learning on the basis of marks obtained by students in the internal as well as external examinations, their performance in seminars and assignments and skill demonstrated by the students in practice work. Each teacher collects feedback from the students and this practice has proved to be an effective tool in assessing one’s competency in teaching and to improve upon the teaching strategy, if required. Periodic evaluation is conducted through class tests and viva voce. The feedback of parents and students are regularly collected through class PTA and during Tutorial meetings.

The Heads of the Departments ensure that all the members of the department complete the portions allotted to them in time and that all activities related to internal assessment are done in time. Teachers are also advised to improve their teaching strategies based on the result analysis of the papers which they have taught.

2.4 Teacher Quality

2.4.1 Provide the following details and elaborate on the strategies adopted by the College in planning and management (recruitment and retention) of its human resource (qualified and competent teachers) to meet the changing requirements of the curriculum.

The faculty members of the College are recruited by the Management as per the norms envisaged by the UGC and the Government of Kerala. Temporary lecturers are recruited through interview by the Selection Committee consisting of the Principal, and the Head of the Department concerned. Notification regarding vacancies is advertised in the leading dailies. The rank list prepared is then included in the registry prepared by the Department of Collegiate Education, Government of Kerala. The selection is based on merit, NET/Ph.D. and teaching experience at college level.

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt.	0	0	0	0	0	0	0
Ph.D.	0	0	2	4	3	3	12
M.Phil.	0	0	0	1	2	3	6
PG	0	0	0	2	4	10	16
Temporary teachers							
Ph.D.	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0
PG					0	18	18
Part-time teachers							
Ph.D.							
PG					1 (LLB)		1

Being an aided college, all the salaries are paid by the state government at the UGC scale. The appointed faculty usually continues in service until they attain the retirement age as fixed by the government.

2.4.2 How does the institution cope with the growing demand/ scarcity of qualified senior faculty members to teach new programmes/ modern areas (emerging areas) of study being introduced (Biotechnology, IT, Bioinformatics etc.)? Provide details on the efforts made by the institution in this direction and the outcome during the last three years.

The college encourages the faculty members to attend orientation and refresher courses and other training programmes that would improve their knowledge and skills. The college does not keep away from the emerging areas or disciplines; instead, the faculty members are encouraged and supported to attain knowledge of new areas through Orientation and Refresher Courses and other training programmes. For example, Informatics, an area which was handled earlier by IT professionals alone has now become the forte of teachers of all disciplines in this college. The institution encourages the faculty members to update their knowledge regularly.

2.4.3 Provide details on staff development programmes during the last four years. Elaborate on the strategies adopted by the institution in enhancing the teacher quality.

The institution adopts a positive stance towards enhancing teacher quality. But, pertaining to the details regarding Staff Development Programmes during the last four years, the picture appears to be rather bleak since there were only very few permanent teachers, owing to retirements and the stringent Government policy. Majority of the available permanent faculty had already availed FDP facility and

taken their M. Phil. /Ph. D.

a) *Nomination to staff development programmes*

Sl. No.	Academic Staff Development Programmes	Academic Year	No. of Faculty members nominated
1	Refresher courses	2009-10	2
		2010-11	1
		2011-12	1
		2012-13	3
2	HRD programmes	2009-10	0
		2010-11	0
		2011-12	0
		2012-13	0
3	Orientation programmes	2009-10	0
		2010-11	0
		2011-12	1
		2012-13	5
4	Staff training conducted by the University	2009-10	0
		2010-11	0
		2011-12	2
		2012-13	2
5	Staff training conducted by other institutions	2009-10	0
		2010-11	0
		2011-12	0

		2012-13	0
6	Summer / winter schools, workshops, etc.	2009-10	0
		2010-11	0
		2011-12	1
		2012-13	3

c) *Faculty members' Training programmes organized by the institution to empower and enable the use of various tools and technology for improved teaching-learning*

➤ *Teaching learning methods/approaches*

- * A workshop was conducted by Calicut University on effective implementation of Choice Based Credit and Semester System (CCSS) in 2009-10. Two teachers from each department of the institution attended the same.

➤ *Content/knowledge management*

National and regional seminars, invited talks, and workshops were conducted by all the seven major departments.

➤ *Selection, development, and use of enrichment materials*

- * The college subscribes to a number of journals related to different disciplines.
- * The college provides access to INFLIBNET N-list and it helps us to gather information as required
- * The College Union publishes College Magazine every year.
- * A House Magazine is published, with scholarly and research oriented articles, and creative writhing, both by the students and the faculty.

➤ *Assessment*

The members of the faculty attend the training programmes conducted by the Calicut University on Evaluation and Assessment.

➤ *Cross cutting issues*

- * All the members of the faculty have received training and guidance on CCSS such as credit, grade, courses, programmes etc.

➤ *Audio Visual Aids/multimedia*

All the teaching and non teaching staff participated in the two day workshop on General Informatics sponsored by Kerala State Higher Education Council.

➤ *OER's*

- * The College provides access to INFLIBNET facility.

➤ **Teaching- learning material development, selection and use**

- * Teachers are trained to explore the internet to create PPT presentations.
- * Teachers and students are encouraged to access information from INFLIBNET, T and web resources.

a) Percentage of faculty members

- Invited as resource persons in Workshops / Seminars / Conferences organized by external professional agencies: **9%**
- Participated in external Workshops / Seminars / Conferences recognized by national/ international professional bodies: **99%**
- Presented papers in Workshops / Seminars / Conferences conducted or recognized by professional agencies: **50%**

2.4.4 What policies/systems are in place to recharge teachers? (e.g. providing research grants, study leave, support for research and academic publications teaching experience in other national institutions and specialized programmes, industrial engagement etc.)

Teachers are supported to receive research grants from UGC and other academic bodies. Two of our teachers have completed their Minor Research Projects funded by UGC. Four of our teachers are engaged in doctoral research. Five teachers have already received doctoral degrees. The college encourages teachers to attend and present papers in seminars and conferences. Some faculty members have published works in reputed journals.

2.4.5 Give the number of faculty members who received awards / recognition at the state, national and international level for excellence in teaching during the last four years. Enunciate how the institutional culture and environment contributed to such performance/achievement of the faculty members.

Nil

2.4.6 Has the institution introduced evaluation of teachers by the students and external peers? If yes, how is the evaluation used for improving the quality of the teaching-learning process?

The institution collects feedback from the students at the end of each year through a specially designed questionnaire, and the data thus received is reviewed by the concerned faculty and required alterations in teaching strategies and methods are effected in the subsequent years.

The procedure facilitates better transaction of learning materials in and out of the classroom and creates better academic ambience.

2.5 Evaluation Process and Reforms

2.5.1 How does the institution ensure that the stakeholders of the institution especially students and faculty members are aware of the evaluation processes?

The University notification about the external examinations is made available in the Calicut University website and the University Calendar at the beginning of every academic year. The information is disseminated and discussed at the College Council, general staff meeting and the departmental staff meetings. The evaluation methods and criteria are made familiar to the students at the tutorial meetings well in advance, before the university examinations. The previous university examination question papers and model papers are made available to the students. The students are informed of class tests, assignments and their scores are displayed on the notice boards of the respective departments. Students are also informed of the schemes of evaluation, updates on curriculum revision, alterations in the question patterns and related matters in classes and during practical examinations. The university provides training programmes on CCSS, scheme of examination and changes in the evaluation strategies every academic year in selected centres, and the information collected from there are disseminated to the faculty and students. Model examinations are conducted before the university semester examinations to prepare students to face the examinations with confidence. The parents are kept informed of the same through PTA meetings.

2.5.2 What are the major evaluation reforms of the University that the institution has adopted and what are the reforms initiated by the institution on its own?

The Calicut University introduced Choice Based Credit and Semester System and Grading System at UG level in the year 2009. The institution has adopted these reforms and the entire curriculum has been restructured accordingly. The evaluation scheme for each course comprises two parts: Internal and External evaluation. The university has stipulated two internal examinations for all programmes, the dates for which are notified by the university to the college. The internal examination includes two tests, seminars, presentations and percentage of attendance. According to this system, each course is evaluated by assigning a letter grade (A, B, C, D and E) to the

answer by the method of direct grading. 80 weightage is assigned for the external and the remaining 20 is for the internal examinations. The internal and external components of the course are separately graded and then combined to get the cumulative grade of the course after taking into their total of their weight.

2.5.3 How does the institution ensure effective implementation of the evaluation reforms of the University and those initiated by the institution on its own?

Being an affiliated College to the University of Calicut, the institution follows the rules prescribed by the University in connection with the implementation of CCSS programme. The college council discusses the conduct of internal examination and also the date for announcement of results. The internal weightage is calculated according to the university direction and is sent to the university online and by post. The evaluation reforms are implemented promptly and as part of it the faculty continuously evaluates the performance of students in each semester. The CCSS Coordinator of the college monitors the conduct of internal assessment in association with the heads of the departments. The grades are displayed on the notice boards of the respective departments. Complaints, if any, are examined by the Students Grievance Redressal Cell and recommendations are made to the departments concerned for rectification, if required, before forwarding it to the university.

2.5.4 Provide details on the formative and summative evaluation approaches adapted to measure student achievement. Cite a few examples which have positively impacted the system.

Formative Evaluation: In every semester, each department conducts two internals which consist of attendance, tests, seminar presentation and assignment as prescribed by the university. These tests are diagnostic as well as remedial as they provide feedback to students and enable teachers to take account of the results of the assessment. The formative evaluation provides the continuous and consistent measurement of student progress and students are prepared in every respect for the final examinations. As for the practical examinations, sufficient exposure to the examination is provided by the respective departments which prepare them for the external examinations.

Summative Evaluation: At the end of each semester, the university conducts the external examination and this is strictly according to the university stipulation. The time schedule is fixed by the university and the valuation is also done at the university level.

2.5.5 Enumerate on how the institution monitors and communicates the progress and performance of students through the duration of the course/programme? Provide an analysis of the students results/achievements (Programme/course wise for last four years) and explain the differences if any and patterns of achievement across the programmes/courses offered.

The institution has a comprehensive system of monitoring the progress and performance of the students and the results are communicated to the students promptly. Class PTA meetings are held periodically by each department through which the parents are given proper feedback. Furnished below is the analysis of students' results:

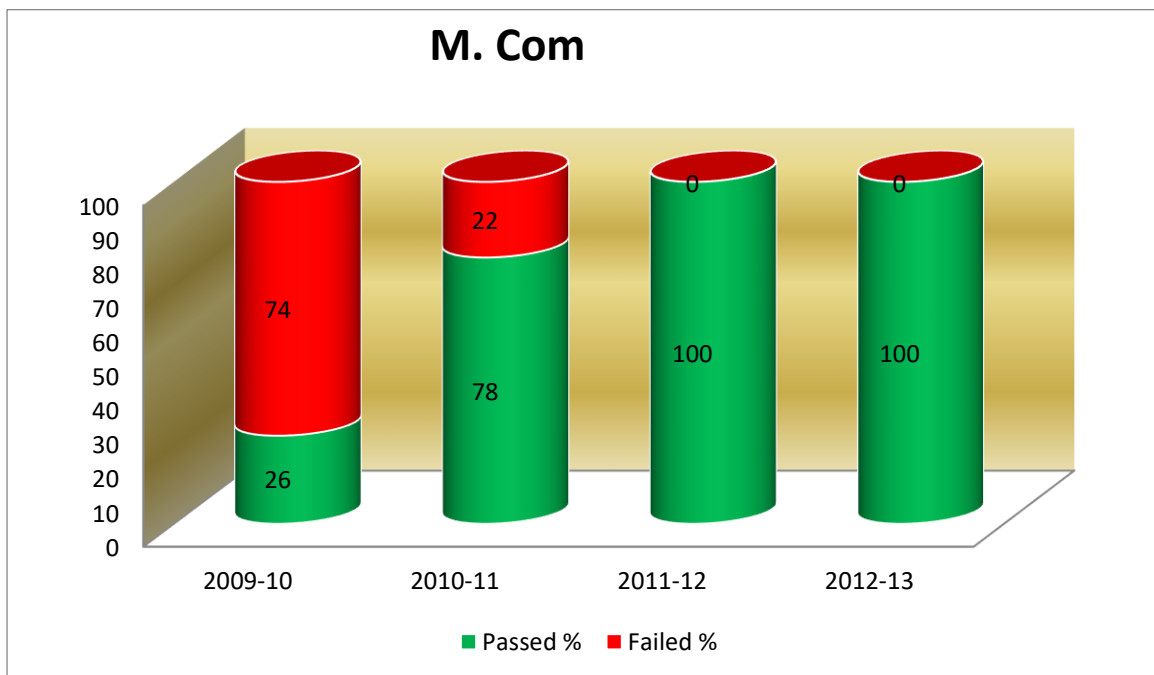
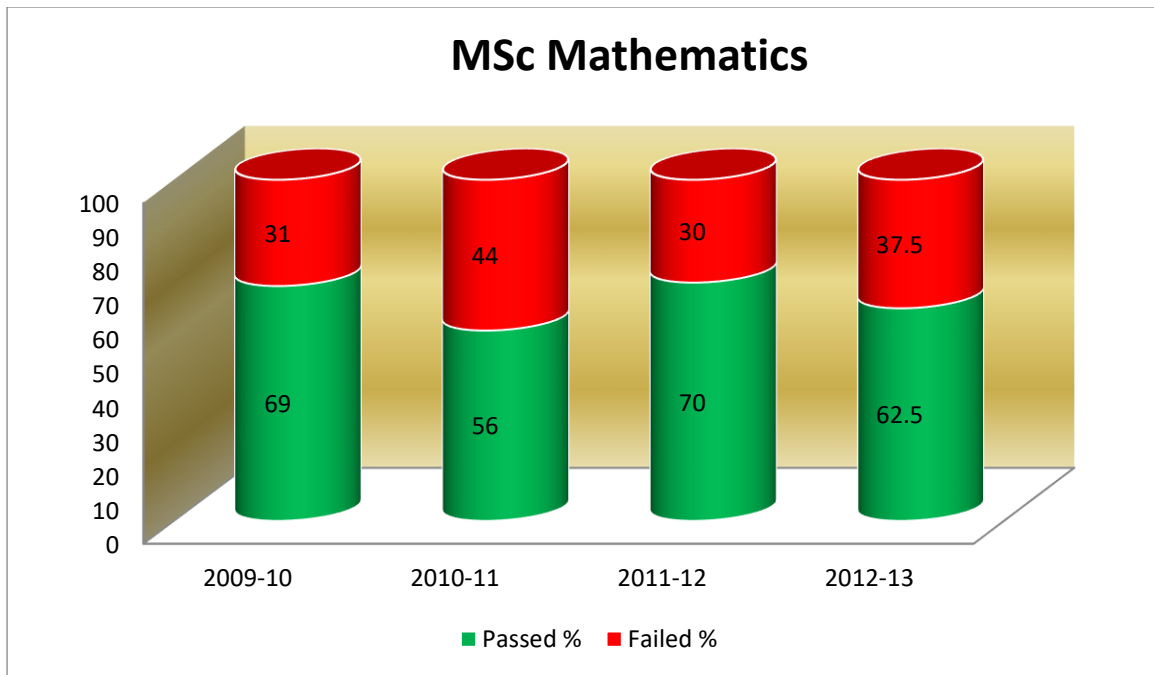
Result Analysis from 2010 to 2013

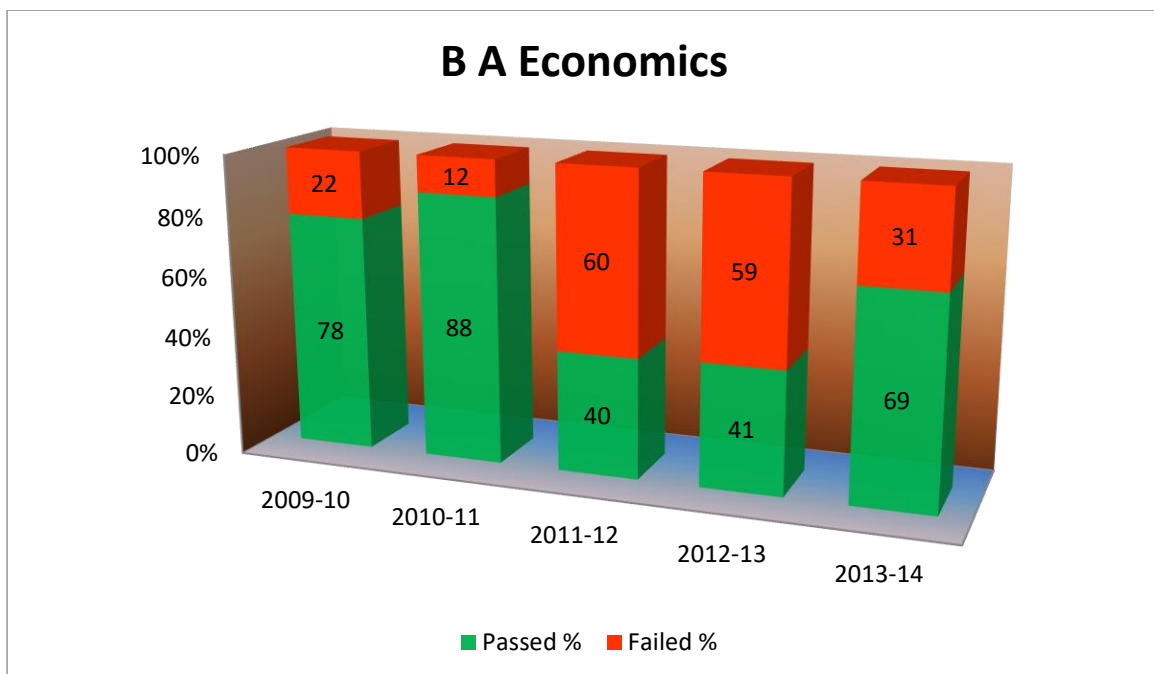
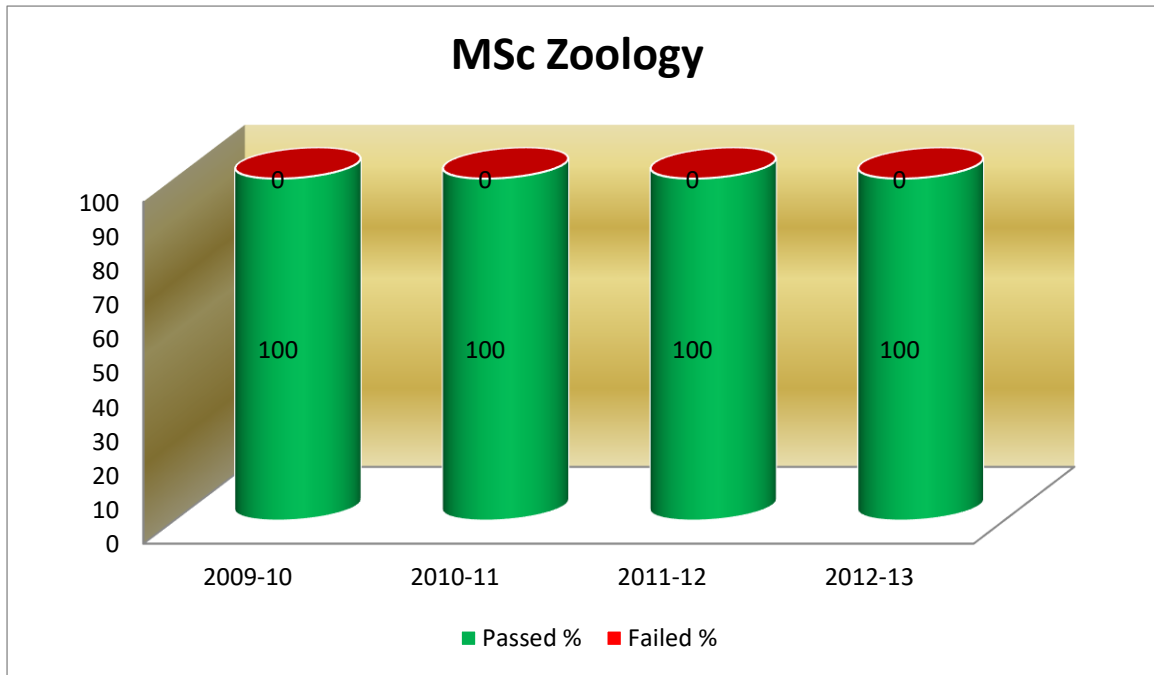
Sl. No.	Department	2010	2011	2012	2013	2014
UNDERGRADUATE BATCHES						
1	ECONOMICS	78 %	88 %	40 %	41 %	69%
2	FUNCTIONAL ENGLISH	73 %	83 %	55 %	65.21 %	57.6%
3	MATHEMATICS	87 %	68 %	61 %	48 %	83.3%
4	ZOOLOGY	93 %	92.3 %	84.3 %	66.66 %	74%
5	EWM	57 %	78 %	50 %	40 %	86%
6	MICRO BIOLOGY	63.16 %	95.45 %	85 %	83 %	85%
7	COMMERCE	51 %	62 %	57 %	76 %	93%
POST GRADUATE BATCHES						
1	MATHEMATICS	69 %	56 %	70 %	62.5 %	-
2	COMMERCE	26 %	78 %	100 %	100 %	-
3	ZOOLOGY	100 %	100 %	100 %	100 %	-

(P G Results of 2013-14 yet to be published)

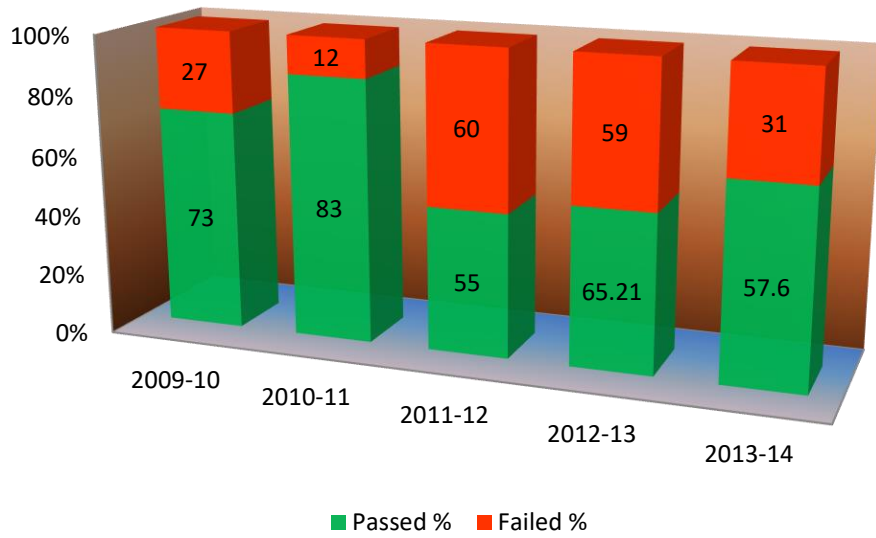
Justification for fall in results during the middle of the re-accreditation period

- 1. Many experienced teachers are retired from the service during the last three years.**
- 2. Out of 46 teachers 17 teachers (36%) are temporary guest lectures,**
- 3. Many of the guest lectures are less experienced and less qualified.**

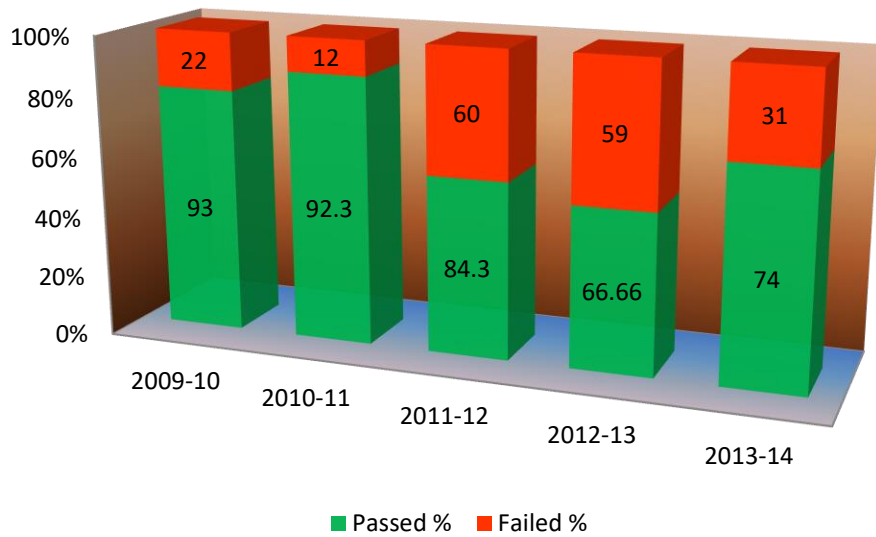




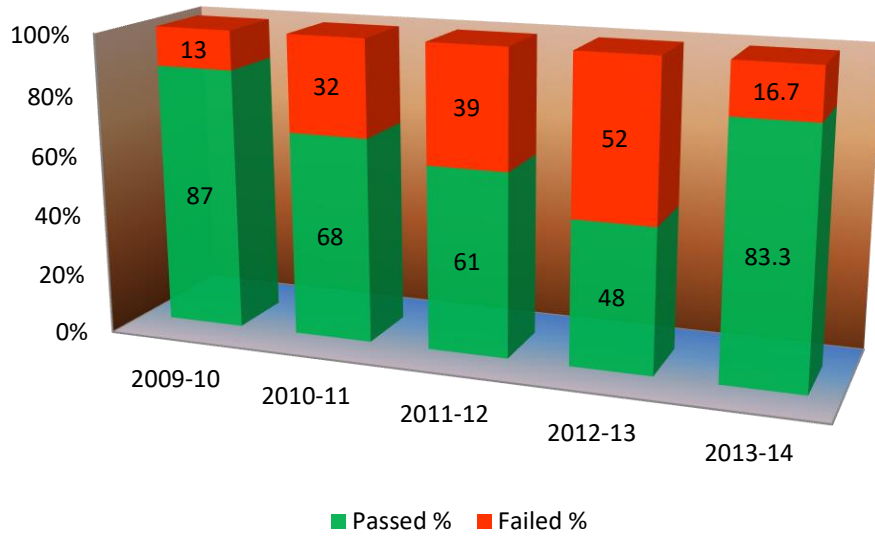
B A Functional English



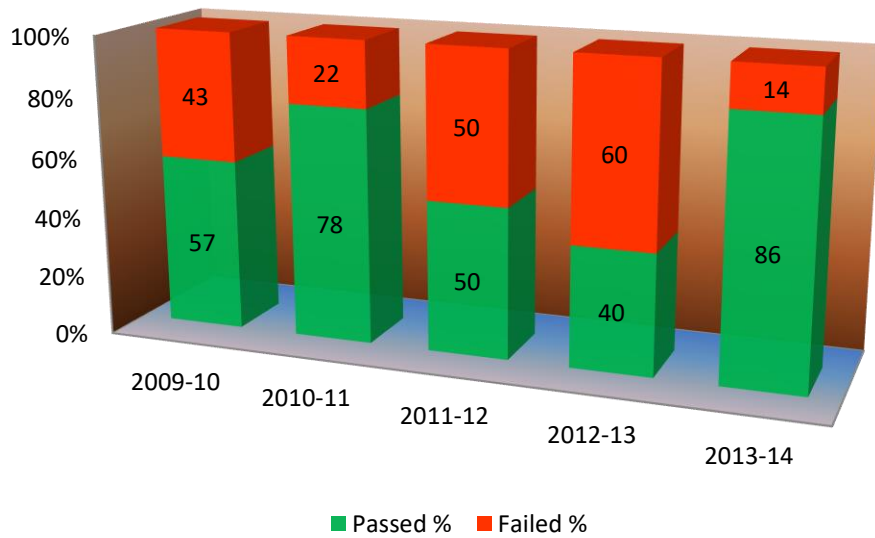
BSc Zoology



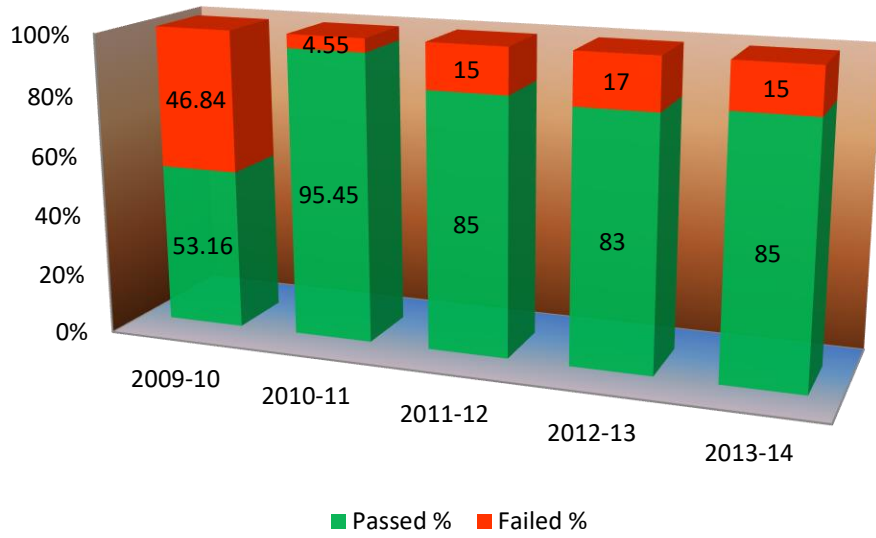
BSc Mathematics



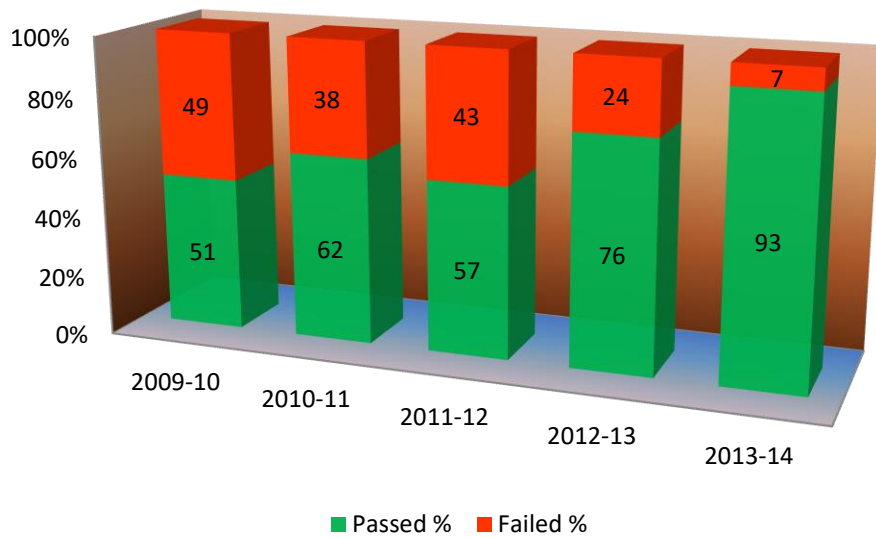
BSc EWM



BSc Microbiology



B.Com



2.5.6 Detail on the significant improvements made in ensuring rigor and transparency
Self Study Report (SSR) – Sree Narayana College, Alathur, 2014

in the internal assessment during the last four years and weightages assigned for the overall development of students (weightage for behavioral aspects, independent learning, communication skills etc.)

The departments conduct internal assessment and provide 20% of the total credits assigned for a course on the basis of attendance, class tests, assignments and seminars. The average of the two grades of the class tests, performance in the seminar presentations and assignments and the percentage of attendance are considered for internal grades. Through seminar presentations and assignments, students' behavioural aspects, independent learning and communication skills are evaluated. Two internal examinations are conducted in a formal and systematic way; date of examination, portions for study, question paper setting, etc. are meticulously planned. Internal grades are displayed on the notice boards to assure transparency and correctness before they are forwarded to the university. The heads of the departments hand over Attendance Progress Certificate of the students to the administrative section in charge of examinations. Only those students who secure 75% of attendance are eligible to appear for the university examinations.

2.5.7 Does the institution and individual teachers use assessment/evaluation as an indicator for evaluating student performance, achievement of learning objectives and planning? If 'yes' provide details on the process and cite a few examples.

Yes. The attendance, assignments, seminar presentations and test papers are considered as indicators for evaluating student performance. Students are consistently evaluated through oral questions, debate, discussion, brain storming, etc. One university examination at the end of each semester is held. The timely submission of assignments, attendance, scores achieved in the test papers and seminars are also considered for the award of grades. Grades are minimized for incorrect data presented, late submission of assignments, and absence in the class tests. Based on the achievement of the students in particular courses, alterations are introduced in the teaching strategies.

2.5.8 What are the mechanisms for redressal of grievances with reference to evaluation both at the College and University level?

The college has a Student Grievance Redressal Cell to address the grievances of students related to academic and non-academic matters. Internal evaluation is held transparently and answer books and assignments are returned to them after evaluation. The grades awarded for each criterion are displayed on the notice board. The student may approach the coordinator of the Cell if there is any grievance regarding evaluation. The internal grades are scrutinized by the Cell and

recommended for correction before forwarding them to the university. The final grade sheet is forwarded to the university.

The university also has a mechanism for redressing the grievances related to evaluation and publishing of results. The complaint has to be sent to the university through the proper channel with the recommendations of the concerned Head of the Department and the Principal. It offers an opportunity to the students to get their answer scripts re-evaluated within a stipulated time.

2.6 Student Performance and Learning Outcomes

2.6.1 Does the college have clearly stated learning outcomes? If ‘yes’ give details on how the students and staff are made aware of these?

Yes. *Seek Emancipation through Education* is our motto. Every effort is taken to ensure that the lofty ideal of Gurudevian is materialized. Apart from helping students to gain knowledge and acquire specific skills, the college guides the youth in inculcating resourcefulness, initiative, self-confidence, moral values and leadership qualities. It helps them to keep abreast of the modern age of science and technology. In a wider sense, our institution plays its role in nation building by moulding the youth to be better citizens of the nation and the world at large as envisaged by the Guru. The curriculum and the syllabi of the academic programmes offered in this college are transacted in such a way that these objectives are realized. Self-reliance and communication, coordination, planning, management, academic writing and presentation skills are expected to be acquired by the students through these programmes. The dedication and commitment of the faculty and the involvement of the students have produced good results, despite the fact that the students’ intellectual level at the entry point is very low and that the atmosphere at their homes is not conducive to studies, for majority of our students. The responses from the stakeholders vouch that the college is striding forward to its objectives. The Tutorial meetings and the staff meetings are used to make the students and the faculty aware of the stated learning outcome.

2.6.2 How are the teaching, learning and assessment strategies of the institution structured to facilitate the achievement of the intended learning outcomes?

The institution conducts the teaching, learning and assessment strategies in a well organized and coordinated manner. At the beginning of each semester, college council meetings and department meetings are held to discuss the teaching, learning and assessment strategies which are to be employed. In order to implement these three strategies, teachers are asked to prepare detailed teaching plans thereby fixing the allotted syllabi into the slots of available time. Teachers are also asked to introduce innovative techniques into their teaching strategies so as to facilitate better learning. The learning is enhanced by promoting the students to make use of the internet and INFLIBNET facilities available in the college. The college plans the assessment strategies based on the academic calendar provided by the university, and charts out

the dates of the first and second internal examinations well in advance so as to facilitate an effective implementation. Tutorial meetings are conducted periodically to assess the teaching-learning outcome and to take necessary steps to improve the learning skills of the students. Peer group teaching is also incorporated in the teaching-learning strategy to add to the desired learning outcome. Counselling is given at the class and the individual level as and when required. Besides the teaching-learning process, the college also schedules activities such as field visits, interaction with experts through seminars and workshops, cultural programmes and film festivals and sees to it that they fit into the teaching, learning and assessment framework so as to achieve the intended learning outcome.

2.6.3. What are the measures/initiatives taken up by the institution to enhance the social and economic relevance (quality jobs, entrepreneurship, innovation and research aptitude) of the courses offered?

This being a college catering to the needs of students hailing from socially and economically weaker backgrounds, the institution has a very significant role in equipping and empowering them to meet the demands of life. Due importance is given in the choice of programmes. Choice is made on the basis of the social and economic significance of the programmes, which are intended to be of benefit to the students and society at large. These programmes enable the students to get the right footing to obtain quality jobs, improve their entrepreneurship skills, to effectively use their innovative ideas and to nurture an aptitude for research. Each department ensures that students are given an orientation prior to the actual teaching-learning process about the significance of the programmes they have opted for. Besides this, the Career Guidance and Placement Cell as well as the Entrepreneurship Club host talks, invited lectures and seminars in order to enlighten the students on the availability of quality jobs, entrepreneurial opportunities, and research prospects. In addition to this, the UGC funded free Entry in service and NET coaching classes conducted after the regular college hours and weekends, orient the students towards their desired goals. Resource persons are invited to the college during week ends, to ably guide the students in preparing for the competitive examinations. Field trips to institutions and visits to industries and business enterprises help to acquaint them with the opportunities available in securing a job and provide them with a better perspective on the choice of career and research potentials.

2.6.4. How does the institution collect and analyze data on student learning outcomes and use it for planning and overcoming barriers of learning?

Our college collects data on student learning outcome, primarily from the results of internal examinations and university examinations. Besides these, the quality of assignments written, seminars presented and the overall performance in class are taken into consideration to assess the learning outcomes. A review of the performance is done in the departments based on the tutorial meetings and class PTA meetings. Students are classified into slow, average and advanced learners, based on their

performance. In order to bring up the average and slow learners the college resorts to several remedial and propping methods. The assistance of advanced learners is made use of to help the slow learners. This has proved to be worthwhile, since the advanced learners and the slow learners share the same emotional level and also since the dissemination of knowledge is done in an informal and uninhibited atmosphere. Remedial coaching also is arranged to enable the slow learners in better understanding of the subject matter and to improve their learning abilities. Based on the data collected, slow learners who come from economically weak backgrounds are provided financial assistance to meet their learning requirements, which is a great help to overcome the barriers they face in learning. Students who fail to qualify in the final examination are offered guidance to reappear and get through the examination.

2.6.5. How does the institution monitor and ensure the achievement of learning outcomes?

The college makes continuous effort to monitor the learning outcomes and ensure that qualitative gain is achieved. Regular monitoring is done in the course of classroom teaching, during lab work, through internal examinations, assignments and seminars. Tutorial system is effectively used to monitor and improve the learning outcome of students. The difficulties faced by students in learning are communicated to the teacher concerned and the tutor. Effective steps are taken to overcome the problems and improve their learning skills. As an aid to enhance the learning outcome of slow learners, peer learning is encouraged. Class PTA meetings are a platform to gather details on the learning outcomes of students. The class room counseling and individual counseling help a lot in bringing out the desired learning outcome. Moreover, remedial coaching classes are conducted to ensure better results in the university examinations.

Monitoring the learning out come

The Curriculum Monitoring Committee, comprising the RDC Convenor (Management Representative), the Principal, two senior members of the faculty, and the office superintendent, monitors the learning outcome at the management level.

- * After a detailed evaluation of the out come new strategies are suggested by the monitoring committee.
- * On every announcement of university results the Principal acknowledges each department and staff for their efforts in the acheivemnt.
- * The College Council, staff meeting, departmental meeting and finally the Academic Committee analyze the result and propose new strategies for improvement to the monitoring committee.
- * The Academic Auditing Committee, proposed by the IQAC, monitors the acheivemnts of study.

2.6.6. What are the graduates' attributes specified by the college/affiliating university? How does the college ensure the attainment of these by the students?

The college aims at a holistic development of the youth as envisaged by guiding spirit of this institution. This is in tune with the desired attributes that the university expects a student to achieve through higher education. This being a college situated in a backward and remote area, it strives to uplift the student community so as to equip them to face the rigors of the global world. Students are expected to gain proficiency in their respective discipline that would equip them to pursue higher studies and to make them competent in securing a job. The college takes every effort to bring out the innate capabilities of each student who gets enrolled here. The students are provided the right atmosphere to develop their communication skills, problem solving skills, to sharpen their critical faculty, to acquire skill in using modern information and communication technology, to imbibe social and ethical skills, to inculcate team spirit, sportsman spirit and research aptitude. All these skills develop the personality and outlook of the students and transform them into socially committed youth. All the activities of the departments and the various clubs and committees in the college provide the platform to develop these skills.

2.6.7 Any other relevant information regarding Teaching-Learning and Evaluation which the college would like to include.

The UGC assisted programs, the support and encouragement of PTA and alumni and the availability of scholarships to eligible students contribute much towards the academic progress of our institution.

CRITERION III: RESEARCH, CONSULTANCY AND EXTENSION

During this re-accreditation period majority of the members of the faculty are newly appointed and less experienced. Comparitively less number of teachers has reasearch degree. So the number of teachers involved in research oriented extracurricular activities is less. Still, the institution is doing everything possible to motivate them to involve in useful research activities and faculty improvement. Several national seminars on latest topics are conducted and junior members of the faculty are made to attend international, national and state level seminars conducted by other institutions and universities. Eminent research scholars are invited to our college for different functions, so that the faculty gets close contact with them and reliable guidance to choose topics and pursue research work.

The college has a well established library with net facility and access to other important libraries. Research journals in various subject areas are available in our library.

With the assistance of UGC and other reputed agencies we are doing many useful projects and community studies.

The college has instituted a Research Guidance Committee consisting of four experienced members of the faculty to promote research aptitude among the teachers and the students.

3.1 Promotion of Research

3.1.1 Does the institution have recognized research center/s of the affiliating University or any other agency/organization?

No.

Because of insufficient number of Ph.D. holders in the faculties, the institution does not have any approved Research Center of the University or any other agency/organization. However some members of our faculty are approved Research Guides of various universities.

3.1.2 Does the Institution have a research committee to monitor and address the issues of research? If so, what is its composition? Mention a few recommendations made by the committee for implementation and their impact.

The institution has a Research Committee to guide the students and faculty towards undertaking research projects. The committee takes sufficient steps to enlighten them on the availability of research grants and encourages faculty to register for Ph.D. It also collects the proposals for Minor and Major projects from the various departments. The committee consists of the following members of our faculty:

Chairperson: Dr. R. Nishi (Zoology)

Co-coordinator: Dr. M. A. Suraj (Botany)

Members: 1. Dr. V. Wilsanand (Zoology)
2. Dr. S. Dhiva (Microbiology))
3. Dr. Nikhil. V (English)
4. Dr. Sajith S. J. Sasi (Hindi)

The research committee meets at least once in every term and organizes the research activities of the college. During this academic year the research committee met on 04-06-2014. The major recommendations of the committee are:

- * To modernize the General library with sufficient internet facility.
- * To set up well furnished research labs in the departments of Zoology, Biochemistry and Microbiology.
- * To update the language lab.
- * To provide scholars' room with research facility
- * To provide sufficient facility in library for accessing e-journals.
- * To subscribe at least three research journals in each faculty.

Impact of the Recommendations of the Research Committee:

- Faculty of the college participated in many seminars as resource persons/delegates.
- The PG Departments of Zoology, Mathematics, and Commerce; and the Department of Botany, and Economics organized National level seminars, sponsored by UGC.
- PG students are encouraged to present their dissertations every year.
- Four faculty members of the College have applied for financial assistance from UGC to take up research projects
- Assistance is sought from KSCSTE by PG students of Zoology Department to complete project work.
- Steps are being taken to get sponsors for promoting research by students
- Local administrative bodies are contacted for funds to promote research by students

In order to produce a generation with social commitment, the college is actively engaged in extension activities. The rich resources of the faculty are made available to the communities such as industries, NGO's villagers and educational institutions through extension and consultancy services. The following cells take initiative for these activities.

Extension & Consultancy Cell

Coordinator: Sri. N. S. Rajendran

Members: Dr. M. A. Suraj
Sri. M. P. Preejith

Smt. M. K. Shyma.

Women's Study & Empowerment Cell

Co-ordinator: Dr. A.A.Haseena Beevi

Members: Smt.D.G.Sophia

Smt.Nisha.K.J

The Cell aims at empowering women through continuous awareness and action programmes. It also helps to prepare them to know themselves and to bring them to the main stream.

Research & Development Cell

Coordinator: Dr.S.Dhiva

Members: Dr.Arathy Sasikumar

Dr.R.Bindu

Research Projects are undertaken with the support of Govt. agencies. Emphasis is given to pure, applied, and inter disciplinary subjects and socially relevant problems.

Stakeholders Cell

Coordinator: Sri. Preejith.M.P

Members: Sri.V. Devadas

Smt. Rosini. R

The cell aims at facilitating interaction between the college and stakeholders viz. parents, students, faculty, management, university and the public. It renders assistance to drive for quality subsistence and enhancement.

3.1.3 What are the measures taken by the institution to facilitate smooth progress and implementation of research schemes/projects?

The institution encourages students and faculty to involve in research and participate in seminars, workshops and conferences. When projects are sanctioned by UGC or any other funding agency, full support is provided to the principal investigator to implement the research scheme within the time frame. To create research temper among students and faculty, the college has procured the latest equipments, updated the library facility with internet connectivity and subscribed to several research journals. Currently two research projects are in progress. The college sanctions duty leave to members of the faculty to attend and present papers at various seminars, workshops and symposia. Leave is sanctioned to faculty pursuing M.Phil. / Ph.D (Faculty Improvement Programme) without any delay. The Management issues No Objection Certificates as quickly as possible to those teachers who

wish to pursue doctoral degree. Students are given free coaching (assisted by UGC) to prepare for NET /JRF examinations.

3.1.4 What are the efforts made by the institution in developing scientific temper and research culture and aptitude among students?

The institution motivates the students to participate in research activities. The UG and PG projects are taken up seriously by both the students and faculty. Students are persuaded to visit research institutes of importance to trigger research temper in them. Study tours are undertaken by final year UG and PG students of all departments to interact with the research scholars of the university campus and various research institutes. All the departments of the college invite experts and eminent faculty to inaugurate their Department Associations. Seminars are also organized periodically. Students are made to participate in various national seminars and workshops conducted by the respective departments and various colleges of repute.

Some of the innovative practices to develop research culture are:

- i) Research aptitude test
- ii) Carrying out project works.
- iii) Publishing articles.
- iv) Giving research methodology awareness.
- v) Assisting students in preparing assignments, paper presentations.
- vi) Giving practical knowledge and commitment in doing project work.
- vii) Conducting exhibitions and organizing events like interaction with scientists and research scholars.
- viii) Directing students to obtain scholarship for doing projects.

3.1.5 Give details of the faculty involvement in active research (Guiding student Research, leading Research Projects, engaged in individual/collaborative Research activity, etc.)

- Dr M A Suraj, Department of Botany has completed one major project (funded by KSCSTE) and five minor projects. One of his minor projects (funded by UGC) is in progress.
- Dr M. A. Suraj is at present guiding a student for Ph. D. (MG University).
- Dr R. Nishi, Department of Zoology and Dr S. Dhiva, Department of Microbiology are at present carrying out UGC sponsored minor projects.
- Dr R. Nishi is at present guiding two students for PhD (MG University)
- Dr R. Nishi has valued a Ph.D thesis of Madras University and one thesis of Bharathiar University. She has also conducted viva-voce exam for a Ph.D candidate of Bharathiar University.
- Prof. A. A. Haseena Beevi, Department of Economics was awarded Ph. D. on 4/6/2013.

- Four members of the faculty – Sri K. K. Sankaran (Statistics), Sri N.S. Rajendran (Biochemistry), Smt.Arya Viswanath (Malayalam) and Sri K.P. Vineesh (Mathematics) have enrolled for Ph.D and are now engaged in research work.
- Dr. L Thulaseedharan, our former Principal is a research guide in Political Science in Kerala University.
- Dr.V. Wilsanand is an External Ph. D. Guide in Zoology, Bharathiyar University.
- Dr. S. Dhiva is an External M.Phil Guide in MicroBiology at Bharathiar University, Bharathidasan University and Periyar University.

3.1.6 Give details of workshops/ training programmes/ sensitization programmes conducted/organized by the institution with focus on Capacity building in terms of research and imbibing research culture among the staff and students.

The college organizes seminars to facilitate interactions with eminent scholars and experts so that students and faculty can be motivated to pursue research oriented work and also made aware of the latest developments in research methodology.

Following National Seminars sponsored by UGC were organized by the various departments in the institution.

Name of the Department	Level	Name of the seminar	Coordinator/Convenor	Funding agency/Year
Languages	National	Linguistics in the Art of Translation	Prof. M. Krishnamoorthy	UGC 2005
Botany, EWM and Zoology	National	Conservation of Sacred Groves	Dr M. A. Suraj	UGC 2006
Zoology	National	Biodiversity Conservation and the Role of IPR	Dr R. Nishi	UGC 2006
Economics, History, Politics	National	Women Empowerment and justice	Dr. A. A. Haseena Beevi	UGC2009
Mathematics	National	Analysis and Geometry	Sri K. P. Vineesh	UGC/2012
Zoology and Botany	National	Mangrove Biodiversity and conservation	Dr R. Nishi	UGC/2012
Commerce	National	Entrepreneurship Development	Smt G. Bindu	UGC/2014

The college has been conducting a seminar series titled “Confluence” since 2007 which provides a platform for conducting brainstorming sessions on topics of contemporary relevance.

The Department of Economics conducted a seminar on Research Methodology under the auspices of the Planning Forum.

A list of the various other seminars and workshops conducted by the institution is provided below.

Organizing Department	Resource Person	Topic	year	Funding Agency
English	Sri.Gokul&Sri.Adarsh Trainers	Personality Development	2010-11	PTA
	Prof. BalakrishnaWarrier	Translation	2010-11	PTA
	Sri.P.A.Vasudevan Chief Editor Mathrubhumi	Print Media	2011-12	PTA
	Sri.E.M.Subhash Bureau Chief Deshabhimani	New Media	2011-12	PTA
	Dr.VinodV.Narayanan Asst.Prof. School of Drama.	Work shop on Theatre	2012-13	PTA
Economics	Dr Kamalasanan, Principal, S. N. College Nattika.	Fifty Years of Kerala Economy	2006-07	PTA
	Sri Suresh Babu, Associate Professor, NSS College, Nemmara	Economics of Climate Change in India & the world Economy	2007-08	PTA
	Sri. Santhosh T Varghese, Associate Professor, Govt. College, Chalakudi	Innovation Crisis & Financial Melt Down	2008-09	PTA
	Smt. Sujatha Asso.Prof. S.N.College,Nattika	Gender Economics	2010-11	PTA
	Sri. Sabari Sankar Statistical Officer	Functioning of StatisticalDepartment.	2011-12	PTA

	Dr. R.Sindhu Asso.Prof., SKV College	Research Methodology	2012-13	PTA
Commerce	Sri. V.K.Sunny.	Role of cooperative Banks in Rural Development	2011-12	PTA
	Dr. K.G.Jose Rajagiri College of Management.	Self Confidence.	2012-13	PTA
	Dr..Sambhu.V.Panicker IIT,Mumbai	Innovative Life-skill Development	2012-13	PTA
Mathematics	Dr. T.Reji Govt College Chittur	Infinite Series	2010 -11	PTA
	Sri. Chettur Radha Krishnan	How Music is Related to Mathematics	2011-12	PTA
	Dr.AparnaLakshmanan Asst. Prof St.Xaviers' College		2012-13	PTA
Zoology	Sri N N Gokuldas Assoc. Prof Sree Krishna College, Guruvayur,	Advancements in Bio technology	2007-08	PTA
	Dr Francy Kakkasery. Assoc. Prof. St. Thomas College, Trichur	Odonate Diversity	2008-09	PTA
	Dr.Sheeba , Asst.Prof., S.N.College, Nattika	Impact of sand mining	2008-09	PTA
	Dr.S .Jayasree, Assoc. Prof. Mercy College, Palakkad	Advancements in Bio technology	2009-10	PTA
	Dr.R.Rajakumar, Assoc. Prof. Govt.Victoria College, Palakkad	Cancer	2009-10	PTA
	Dr.Girija, Asst. Prof. Mercy College,	Advancements in Molecular Biology	2010-11	PTA

	Palakkad			
	Dr.Sreeranjith Kumar, Asst. Prof. Govt.Victoria College, Palakkad	Advancements in Biological Sciences	2010-11	PTA
	Dr.Sarasu, Assoc. Prof. Govt.Victoria College, Palakkad	Scope of Zoology	2011-12	PTA
	Sri N N Gokuldas Assoc. Prof Sree Krishna College, Guruvayur,	Oncogenes	2012-13	PTA
	Dr.R.Brinesh, Asst.. Prof Sree Krishna College, Guruvayur,	Carcinogens-Beware of what you eat!	2012-13	PTA
Microbiology	Dr.S .Jayasree, Assoc. Prof. Mercy College, Palakkad	Seminar on Bioinformatics	2007-08	PTA
	Dr.Madhubala .K, Assoc. Prof. N.S.S College, Ottapalam	Mushroom Culture	2007-08	PTA
	Dr.Surej, D.M.O, Taluk Hospital, Alathur	AIDS	2013-14	PTA

3.1.7 Provide details of prioritized research areas and the expertise available with the institution.

There is no specialized research centre in the college but our teaching faculty is involved in research activities. Five members are recognized research guides of various universities. The details are given below.

Name	Designation	Name Of The Department	University	Area of research
Dr. L. Thulaseedharan	Former Principal	Political Science	University of Kerala	Political Science
Dr R. Nishi	Associate Professor	Zoology	Mahatma Gandhi University, Bharatiar University	Aquatic Entomology and Human Genetics

Dr M. A. Suraj	Associate Professor	Botany	Mahatma Gandhi University	Environmental Science
Dr V. Wilsanand	Assistant Professor	Zoology	Bharatiar University	Environmental Science
Dr S. Dhiva	Assistant Professor	Microbiology	Bharatiar University	Microbiology
Dr. Sajith. S.J.Sasi	Assistant Professor	Hindi	Dakshin Bharat Hindi Prachar Sabha	Hindi language and literature

The details of members of the faculty who are external examiners of various universities are given below.

Name	Designation	Department	University
Dr R Nishi	Associate professor	Zoology	Bharathiar University, Madras University
Dr S Dhiva	Assistant Professor	Microbiology	Periyar University, Bharathiar University

3.1.8 Enumerate the efforts of the institution in attracting researchers of eminence to visit the campus and interact with teachers and students?

The college usually invites eminent researchers and academicians to visit the campus and interact with the faculty and students. All the Department Associations take pride in inviting reputed academicians to address the students and faculty. Scientists from Kerala Forest Research Institute, Peechi, Thrissur; IFTBG, Coimbatore; SACON, Coimbatore; IWST, Bangalore; and academicians from the University of Calicut, Kerala University, Kannur University and Loyola College, Chennai have all associated with our college during the past years.

3.1.9 What percentage of the faculty has utilized Sabbatical Leave for research activities? How has the provision contributed to improve the quality of research and imbibe research culture on the campus?

The following teachers have utilized the Faculty Improvement Programme (FIP) to secure Research degrees.-

Name	Designation	Department	Degree secured	University
Dr. G. Hariprakash	Principal	Mathematics	Ph.D	University of Kerala
Sri K. Lakshmanan	Associate Professor	Commerce	M.Phil	University of Calicut
Dr. U. L. Kala	Associate Professor	Chemistry	M.Phil and PhD	Cochin University of Science and Technology

Dr.A.A.HaseenaBeevi	Associate Professor	Economics	M.Phil PhD	Pondicherry University M G University
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3.1.10 Provide details of the initiatives taken up by the institution in creating awareness/advocating/transfer of relative findings of research of the institution and elsewhere to students and community (lab to land).

Teachers from the institution are encouraged to publish their research papers in reputed research journals so that they can create awareness and also transfer ideas related to their findings

The research committee monitors research projects that are carried out and also encourages students to select relevant topics for their dissertation work.

Research awareness

- * The college conducts film festivals every year to give insight in to the world of film studies –a relatively recent genre of literature.
- * The Final year students of the department of Environment and Water Management organized a visit to Attapadi, a prominent tribal belt in Kerala to gather information about traditionally used medicinal plants.
- * Collect information about the indigenous product and applications visit Adivasi settlement named “Kanavu” Wayanad.
- * To study about social organization and medicinal application, rituals, customs, traditions, taboos, totem visit Cherunelly, Kanichady, Madai at Nellyampathy.
- * The teachers and 6th semester students of the department of Microbiology visited CSIR lab - NIIST, Thiruvananthapuram on February 2012.
- * The Post Graduate students of the department of Zoology visited Kerala Agricultural University, Vellanikkara, Thrissur to learn the techniques of pest identification, apiculture practice. They also visited the mangrove conservation site at Chettuva, Thrissur, sewage treatment plant at Kollemkode thaluk and Centre for Water Resources and Management, Mundoor, Palakkad

3.2 Resource Mobilization for Research

3.2.1 What percentage of the total budget is earmarked for research? Give details of major heads of expenditure, financial allocation and actual utilization.

The college receives grant from UGC exclusively for research, seminars and workshops. Additional expenditure, whatever necessary, is borne by the college from its own resources or given by the Management. Every year different departments are provided with funds for purchasing research books, journals, periodicals, handbooks and equipment.

The PTA funds for programmes like seminars and talks which introduce new areas of knowledge in different disciplines and impart research awareness and means.

When funds are available the departments apply for the same to purchase advanced equipments. There is also sharing of equipment by various departments.

UG and PG students are encouraged to apply for funding from KSCSTE and MoB to do their dissertation work.

Steps are being taken to gather local sponsors for promoting research.

Year	Budget amount (Rs.)	Budget allocation for research (%)
2010-11		
2011-12		
2012-13		
2013-14		

3.2.2 Is there a provision in the institution to provide seed money to the faculty for research? If so, specify the amount disbursed and the percentage of the faculty that has availed the facility in the last four years?

On an agreement to refund the amount, faculty members who wish to undertake research work can avail financial support from the PTA of the college. The Research Guidance Committee evaluates the progress of the research/ project work every month to ensure timely completion of the work. The PTA allocates a fixed amount to each department to conduct one day seminars/invited lectures.

Year	Amount disbursed for research
2010-11	
2011-12	
2012-13	
2013-14	

3.2.3 What are the financial provisions made available to support student research projects by students?

The syllabus of the University of Calicut insists on UG and PG projects in various subjects. Students are made aware of the funds disbursed by KSCSTE and Ministry of Bio-Technology to carry out research projects. They are encouraged to apply for funds.

3.2.4 How does the various departments/units/staff of the institute interact in undertaking inter-disciplinary research? Cite examples of successful endeavors and challenges faced in organizing interdisciplinary research.

The Department of Zoology in association with the Department of Botany and EWM (Environment and Water Management) organized a UGC sponsored National seminar in 2006 on Conservation of Sacred Groves.

The Department of Languages organized a UGC sponsored National Seminar on Translation.

Students from all the departments are encouraged to carry out inter-disciplinary project work.

Inter disciplinary research initiatives

- * By linking different departments, interdisciplinary research methodology work shop has been organized.
- * The faculty of Department of Mathematics conducted a seminar on Fuzzy Relations applicable to Psychology, Physics, Chemistry, Statistics and Literature.
- * Departments of Economics and Commerce made use of statistical and mathematical techniques in their student project.

3.2.5 How does the institution ensure optimal use of various equipment and research facilities of the institution by its staff and students?

Various expensive equipment like UV Spectrophotometer, Laminar Flow, and Incubation Chamber etc. are used by the Zoology, Microbiology, Chemistry, Biochemistry and Environment Water Management Departments.

* The college ensures sharing of all facilities like instruments, infrastructure and expertise to all staff and students of the institution .

*Students are permitted to handle the major instruments only in the presence of the faculty.

* All of them should follow the operation manual.

Major and minor instruments are provided by maintaining a log book. Prompt maintenance and updating of technology and resources are ensured. For maximum circulation, library

books are permitted to be retained for only a stipulated period which is strictly enforced. Journals and periodicals are provided only for references inside the library.

Common Bioscience journals are also utilized by the students and faculty of Zoology, Microbiology, Biochemistry and Environment and Water Management Departments

3.2.6 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facility? If ‘yes’ give details.

No special grants have been received from any industry so far. The college has applied for equipment grants to the UGC during the 11th plan. Recently, the UGC has sanctioned Rs.10,00,000 (Rs.Ten lakhs) to purchase equipments exclusively for the science departments. These equipments are utilized by the faculty and students.

3.2.7 Enumerate the support provided to the faculty in securing research funds from various funding agencies, industry and other organizations. Provide details of ongoing and completed projects and grants received during the last four years

The college assists the research scholars in preparation of the proposal and the principal duly recommends the proposal. Correspondence regarding the allocation of funds is done by the researcher through proper channels. The facilities of the college are always open to them for the completion of the projects.

Name of the project	Duration (years) From To	Title of the project	Funding agency	Total grant (Rs.)		Total grant received till date
				Sanctioned	Received	

Minor projects	2008-09	Comparative Studies of Flora adapted to organic and inorganic farming in padetty village, Erimayur, Palakkad- phase I	Kerala State Bio-diversity Board	50,000	50,000	
	2011-12	Comparative Studies of Flora adapted to organic and inorganic farming in padetty village, Erimayur, Palakkad- phase I	Kerala State Bio-diversity Board	60,000	60,000	
	2011-12	Floristic Study of a Sacred Grove (Vallikkattukavu), Kozhikode	UGC	80,000	80,000	
		Ecological Study of Parakkattu Kavay, Kavassery, Palakkad	UGC	30,000	30,000	
	2012-13	Screening and Isolation of Probiotic Micro-organisms from Infant Stool for the Production of Probiotic Fruit Juices	UGC	1,50,000	40,000	
	2013-15	Odonata Diversity of Alathur.	UGC	75,000		
Major projects	2010-11	Demystifying the Post-climax Status of Karian Shola in	Kerala State Council	64,200		

		Parambikulam Wildlife Sanctuary – an Ecological Conundrum	for Science Technolo gy and Environm ent			
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3.3 Research Facilities

3.3.1 What are the research facilities available to the students and research scholars within the campus?

- ❖ **Resourceful library with space for research**
- ❖ **Audio visual aids and seminars.**
- ❖ **Language lab.**
- ❖ **Research committee that organizes research orientation programmes and lectures of eminent scholars.**

The college provides basic research facilities for the faculty and the students. In addition we permit our former students to use our facilities for their research, conditionally. Our fully computerized library with internet accessibility provides all IT and full reference facilities to research scholars. Internet connectivity has been provided to all the departments to enable the faculty and students to enhance their academic and research potential. We focus our attention mainly on equipping the institution with the latest equipment with a view to facilitate development of the departments in to research departments. Besides this, two computer laboratories with internet connectivity are also available in the college. A list of the major equipments maintained in the Departments of Botany, Zoology, Biochemistry, Microbiology, Chemistry and EWM is provided below. We are waiting for the university's recognition of our college as a research centre

Sl. No.	Name of The Equipment/Facility
1	Botanical Museum
2	Zoological Museum
3	Laminar Flow
4	Autoclave (4Nos.)
5	Double Distillation Unit
6	UV/VIS Spectrophotometer
7	Tissue Homogenizer
8	Light Microscopes
9	Research Microscopes
10	Magnascopes
11	Microtome
12	Incubator

13	Colorimeter
14	Oven
15	Insectarium
16	Gel Electrophoresis
17	Magnetic Stirrer
18	Haemocytometer
19	Haemoglobinometer
20	B O D Incubator
21	Distillation units-3
22	Cooling Centrifuge
23	Electro phoresis
24	Shaking Incubator
25	Electronic Balance
26	pH Meter

The students and faculty are encouraged to share the various equipments. We are also seeking the help of research institutions and universities

3.3.2 What are the institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research?

The library is a major source of data for research and it is constantly upgraded according to the growing requirements. The library of Biochemistry, Microbiology and Environmental Science Departments are updated with a view to make the students and researches well facilitated with required materials. The institution gives priority to the expansion of infrastructure according to the growing needs. On the basis of the detailed discussion in the College Council and the Planning Board of the college, representation to the management for increased facilities is sent. The grant from UGC and other bodies are optimally used for the procurement of equipment and infrastructure. The institution is planning to upgrade the available facilities and to provide separate infrastructural facility to that suits the requisites of new research areas which are relevant to public interest and emerging environmental issues.

Our college does not have a specialized research centre. Basic research facilities are however provided for UG and PG students to carry out their dissertation and project work. The list of equipment and facilities available in the college has already been mentioned in 3.3.1. When the number of students increases, the management, as per the request from the college, makes arrangements to procure new equipment and submits proposal to the UGC to disburse funds under different available schemes. Suggestions for the purchase of infrastructure requirements for research are sought from all the departments by the Principal. Desk top computers in all the departments are upgraded periodically. Provision is provided for accessing e-resources. Members of the faculty are encouraged to apply for Minor and Major projects that are allowed by the UGC and the Government.

3.3.3 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facilities? If ‘yes’, what are the instruments/ facilities created during the last four years?

The institution has not received any special grants or finances from the industry or other beneficiary agency for developing research facilities. We have approached several agencies that may benefit from researches, for funds. They would grant funds only after studying our proposals. Steps are being taken to pool in funds from local sponsors. An awareness drive amongst the local wealthy people is being undertaken to inspire them to promote research.

3.3.4 What are the research facilities made available to the students and research scholars outside the campus / other research laboratories?

No research facility is made available to students from outside the campus, except to our former students who would agree to our conditions. The college gets help from various universities and institutions to train the students of different science streams. Our institution has tie ups with the following institutes:

- Kerala Forest Research Institute, Peechi
- Institute of Forest Tree Breeding and Genetics, Coimbatore
- SACON, Coimbatore
- Zoological Survey of India, Calicut
- Loyola College, Chennai
- Calicut University, Calicut
- Kerala University, Trivandrum

To undertake research work, students of various schools and colleges utilize the expertise of the faculty in pursuing project works. They also seek permission to utilize the available research facilities like the college library and laboratories.

3.3.5 Provide details on the library/ information resource centre or any other facilities available specifically for the researchers?

Our library has modern catalogue and e-journal facilities. The library is well-stocked with around 22000 books. The researchers of the college make use of this facility. There is INFLIBNET facility to help researchers review materials needed for thesis writing. All departments as well as the library have internet accessibility.

The general library is centralized with separate sections for different faculties; providing journals, magazines, book banks, and references in their area of study.

3.3.6 What are the collaborative research facilities developed / created by the research institutes in the College? For ex. Laboratories, library, instruments, computers, new technology etc.

No collaborative research facility is developed in the college. However, there are certain infrastructural facilities available here which can be used for research. A list of the same is provided below.

- **Laboratories:** The Departments of Zoology, Botany, Microbiology, Chemistry and Physics have well-equipped laboratories. A Biochemistry lab is being set up. Two computer labs and a Language Lab are also available in the institution.
- **Library:** There is a well stacked library in the college with around 22000 books, and sufficient number of periodicals, and research journals. Reprographic facility also is available in the library.
- **Computers:** Students have access to computers with internet connectivity at the library and the computer labs
- **Instruments:** Sufficient number of the modern instruments is available in the institution. A list of the same is provided in criteria IV

Staff, students and researchers are benefited from the visits of eminent personalities to our college for invited lectures. The college has also made collaboration with the following institutes:

- Dept. of Zoology associates with KFRI, Thrissur; IRTC, Mundur; Calicut University, ZSI, Kozhikode; etc. for completing PG dissertation work.
- The Dept of EWM gets help from IRTC, Mundur; KFRI, Thrissur; and CWDRDM Kozhikode for doing UG projects.
- The Dept. of Commerce gets the help of Co-operative Banks, Malabar Cements, Precott Mills, ITI Palakkad, etc. for PG and UG project works. Members from Tax Study –Palakkad Chapter gave a one day intensive training in tax practices to the PG students and faculty. A financial education workshop was also conducted with help from SEBI.
- The Department of Economics also conducted a Financial Education Workshop in association with SEBI

3.4 Research Publications and Awards

3.4.1 Highlight the major research achievements of the staff and students in terms of:

- **Patents obtained and filed (process and product) – Nil**

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- **Original research contributing to product improvement- Nil**
- **Research studies or surveys benefiting the community or improving the Service**

The UG and PG students of various departments have done several projects on interesting and useful themes that directly or indirectly help the community.

A list of the studies conducted by the department of Zoology for bettering the community is provided below:

AGRICULTURAL & SOCIAL

- **Control of dog ticks**
- **Treatment Methods for Incidence of Mastitis**
- **Biocontrol Of Rubber Litter Beetle**
- **Floral Diversity of Chettuva Mangroves**
- **Efficacy of Seed and Fruit Peel Extracts against Culex Mosquitoes**
- **Evaluation of Larvicidal Efficacy of a few Botanicals against the Dengue Fever Vector, *Aedes aegypti***
- **Evaluation of Pediculus Infestation and Evaluation of Pediculicidal Activity of a few Botanicals. 2D 4D Ratio as a Tool to Detect Sporting Ability in Keralites**
- **2D 4D Ratio as a Tool to Detect Sporting Ability in Keralites**
- **2D 4D Ratio- A Talent Detection Tool ?**

POLLUTION

- **Impact of Monsoon on the Diversity of Selected Macro Hymenopterans in the Sacred Groves of Parakkatukavu**
- **Impact of Pollution on Riverine Insect Diversity**
- **Household Solid Waste Management-A Study on the Awareness and Opinion of the Public of Palakkad, Kerala**
- **Evaluation of Prevalence of Diabetes Mellitus in Kavassery Panchayath.**
- **A Study of Coliform Contamination of Drinking Water Samples in Ponnani Municipality and Related Water Borne Diseases**

HEALTH ISSUES

- **Dermatoglyphics as a Diagnostic Tool in Breast Cancer Detection**
- **Food Adulterants- A Case Study of Alathur**
- **Eye Diseases in Palakkad.**

- **Research inputs contributing to new initiatives and social development- Nil**

3.4.2 Does the Institute publish or partner in publication of research journal(s)? If 'yes', indicate the composition of the editorial board, publication policies and whether such publication is listed in any international database?

Self Study Report (SSR) – Sree Narayana College, Alathur, 2014

No.

The institution does not publish or partner in publication of any exclusive research journals. Steps are being taken to start an academic research journal to encourage the faculty and students to improve inquisitiveness, research mentality and creativity to publish their project work. We publish a house magazine which contains innovative and research oriented articles and creative writings of the faculty, and the former and present students.

3.4.3 Give details of publications by the faculty and students:

* Publication per faculty

Department of Zoology

1.Dr.R.Nishi

1. Predator ingestion rate and its bearing on prey death rate in *Anisops bouvieri* Kirkaldy. **Journal of Entomological Research, 13(2): 140-145, 1989.**
2. Predatory efficiency of *Laccotrephes griseus*. **Environment and Ecology, 8(4):1101-1104, 1990.**
3. An article in a **Manual on “Perspectives of Aquatic Entomology”1991.**
4. Influence of Vegetation on the predatory performance of *Anisops bouvieri*Kirkaldy. **Journal of Ecobiology 7 (2): 121-124, 1997.**
5. Predatory strategy in a notonectid bug, *Anisops bouvieri* Kirkaldy. **Journal of Ecotoxicology and Environmental Monitoring, 1998.**
6. Diversity and abundance of insects in soils of garden and multicrop system in Kerala. **Journal of Entomological Research, 30(1): 55-58, 2006.**
7. Effect of water level of habitat on the predatory performance of *Anisops bouvieri* Kirkaldy, **Journal of Ecobiology 9(2) 103-106, 1997.**
8. Odonata diversity of two selected sites in Mundur, Palakkad. Radhika Nair A and R Nishi. In **Proceedings of National Seminar on Global Warming and its Impacts on Biodiversity, 2011. Jayasree et al (eds) 100p** organized by Department of Zoology, Mercy College, Palakkad , Kerala, India:**35-48.**
9. Wasp diversity in two different habitats of Palakkad Sudhisha P V, Jisha K R and R Nishi. In **Proceedings of National Seminar on Global Warming and its Impacts on**

Biodiversity, 2011. Jayasree et al (eds) 100p organized by Department of Zoology, Mercy College, Palakkad , Kerala, India:**78-84.**

10. Diversity of Hymenopteran Egg Parasitoids in Organic and Conventional Paddy Ecosystems. **Tropical Agricultural Research Vol 23(4):300-308, 2012.**

2. Dr. V. Wilsanand.

1. Therapeutics of insects & insect products in South Indian traditional medicine. **Indian journal of traditional knowledge. 6:563-568'2007**
2. Antibacterial activity of subterranean termites in South Indian folk medicine. **Indian Journal of traditional knowledge 6:559-562**
3. Antigenotoxic activity of the subterranean termites on Swiss albino mice. **Indian Journal of Traditional Knowledge. 6:406-411.**
4. Studies on the insect pests of Kadalundi – Vallikkunnu community reserve mangroves, south – west coast of India. **Ecol, Env & Cons 17(4)833-836, 2011**

3. Dr. Arathy Sasikumar

Effect of salinity on the diversity of crabs of mangrove ecosystem of Kadalundi and Nallalam, North Kerala, India. **Published by ministry of environment and forests, govt. of India and zoological survey presented in UN Decade of Biodiversity 2011-2020. 365-371**

Department of Botany

1 Dr. M.A. Suraj

1. Varghese, A.O.; A.R.R. Menon; P.K. Suresh Babu; **M.A. Suraj** and M. Pradeepkumar, 1996. Remote Sensing Data utilization in Bamboo stock mapping *J Non-Timber Forest Products*, 3(3/4): 105 – 113.
2. **M.A. Suraj**, A.R.R. Menon, A.O. Varghese, P.K. Suresh Babu and M. Pradeepkumar, 1996. Land cover mapping using Remote Sensed Data: A case study for Chimmony wildlife Sanctuary. *Indian Forester*, 123 (1): 53-60.
3. Suresh Babu, P.K.; A.R.R. Menon; **M.A. Suraj**; A.O. Varghese and M. Pradeepkumar, 1996. High altitude Shola and Grassland using Remote Sensing *Indian Journal of Forestry*, 20 (1): 82 – 88
4. Varghese, A.O., A.R.R. Menon and **M.A. Suraj**, 1998. Variability in the structure and composition of moist deciduous forests in Kerala *Journal of Tropical forestry*. 14 (111) 160-166.
5. Manoj, K., P.V. Rappai and **M.A. Suraj**, 2005. Quantification of Fluoride and other Physicochemical properties of water in rural areas of Muthalamada Panchayath, Palakkad District. Abstract Pub. In UGC Sponsored National Seminar, SENSOTECH-2005, N.S.S. College, Nemmara, Palakkad, Kerala. p.54.

6. **Menon A.R.R. and Suraj, M.A.** 2008. Vegetation Mapping of Chimmony Wildlife Sanctuary . *Eco-chronicle*, 3(4):291-294
7. **Menon, A.R.R. and Suraj, M.A.** 2009. Phytosociological Analysis of Woody Vegetation along an altitudinal gradation in Ponmudi Hill, Thrissur District, Kerala, South India. *Indian Forester*, 135 (6):799-806.
8. **M.A.Suraj and Athira V.** 2011. **Nature** Conservation tradition of the Sacred Groves. Paper published in the proceedings of *National Seminar on 'Environmental Challenges in Conservation of Resources of *one* Planet for Sustainable Development – ECOCORPS 2011*. Organized by Dept. of Environmental Science, *Bishop Heber College, Tiruchirapalli from 10th to 11th of January 2011*.
9. **Magesh G., Suraj M.A., and Menon A.R.R.** 2013. Landscape Analysis of Parambikulam Tiger Reserve in the Western Ghats of India, using Remote Sensing and GIS. Paper published in the PROCEEDINGS OF THE *UGC sponsored Three Day National Seminar on 'WESTERN GHATS - BIOGEOGRAPHY, BIODIVERSITY & CONSERVATION'*, Organized by Dept. of Botany, N.S.S.College, Manjeri in collaboration with *Malabar Botanical Garden, Kozhikode from 14th, 15th & 16th of February 2013*.
10. **M.A.Suraj1, Manoj Kand Balasubramanian K.** Nov. 2013-Jan .2014. Quantification of the Size of Quadrat for Sampling in Evergreen Forest of Parambikulam Wildlife Sanctuary; Kerala, South India. *Journal of Chemical, Biological and Physical Sciences. An International Peer Review E-3 Journal of Sciences*. Available online at www.jcbpsc.org. **Section B: Biological Science. CODEN (USA): JCBPAT Research Article.** *J. Chem. Bio. Phy. Sci. Sec. B; Nov. 2013-Jan .2014; Vol.4, No.1; 351-354*
11. **K. Manoj, M. A. Suraj, P. R. Shidhi, H. Hidesh, K. Sheeja, P. Pradeep and P. Jisha** December 2013 – February 2014. Study on Environmental Degradation by Retting Activities in Back Waters of Kodungallur, Thrissur District, Kerala State, South India. *Journal of Environmental Science, Computer Science and Engineering & Technology. An International Peer Review E-3 Journal of Sciences and Technology Available online at www.jecet.org Environmental Science. 7*

2 Dr.R. Bindu

1. Impact of Aspergillus on Metabolic Status of Groundnut Seed – *Journal Phytological Research* , 16(2):227-229,2003
2. Biological Control of the Vigor of Insect Pest on Groundnut. Paper published in proceedings of 93rd Indian Science Congress, Agriculture and Forestry Sciences, Hyderabad 2006

Department of Microbiology

1. Dr.S.Dhiva

1. Early Prediction of Cardio-vascular diseases – A Lifestyle Disorder in Software People in South India Using High Sensitive C-Reactive Protein (hs-CRP) *African Journal of Microbiology Research*. Vol (6)26 July 2012. pp 5445-5452

2. Evaluation of Turbidimetric hs-CRP Kit Available in India for Cardio-vascular Risk Estimation. *Current Trends in Clinical Research*. Vol(1) Issue 1.2012.
3. Studies on Antimicrobial Activity of Probiotic Micro-organisms Against Some Human Pathogenic Micro-organisms. *Journal of Current Sciences J.Current Si.* 10(2)2007
4. Antifungal Activity of *Tinospora Cardifolia* Leaf Extracts, *Geobios* Vol. 32(4)2006
5. Studies on *Azospirillum* Strains Isolated from Paddy Field. *Asiain Journal of Microbiology, Biotechnology and Environmental Sciences* Vol. (3)2006
7. Standardization of Protocol for the Production of Banana Wine and its Quality by Employing Different Isolates of Yeast. Mayur. *The Research Journal- Science and Humanities* Vol. (1) 2005

2. Nithya Jayan

1. Phytochemical Analysis and Antimicrobial Effect of *Clitoria Ternata*. *Asian Journal of Pharmacology* Vol (10) Jan2009
2. Isolation and Identification of Viscerotropic Velogenic Newcastle Disease Virus from Suspected Chicken of Namakkal Distict Poultry Farm. *Journal of Current Sciences* (5)1. 2004

3. Divya .R

Bio control potential of rice endophyte fusarium against rice sheath blightrhizoctonia,41,160,2011(poster)Rubber research institute

Department of Physics

Dr.A.K. Anila

4. **Atwood number and Rayleigh Tailor Instability in an inertial confinement fusion plasma system.**Fifth Kerala science Congress, January 1993.
5. **Loss Cone Instability and Flute instability in Mirror devices.**Ultra Science Vol.13 (2)160 (2001).
6. **The Role of Ablation Velocity in Inertial Confinement Laser FUSION Plasma.**DAE_BRNS.National Laser Symposium, November 2002.
7. **A Comparative study of the growth rate of Rayleigh Taylor Instability(RTI) in the classical and ablatively accelerated case.**Plasma symposium, February2003 held at Bharathiyar University,Coimbatore.
8. **Gauge symmetry of work energy theorem.**Acta Ciencia Indica Vol.XXXIV 1001 (2008)
9. **Variation of Convective loss cone instability (LCI)in magnetic mirror.**Ultra science Vol.19(2)291 (2007).
10. **Bose Einstein Condensation-An alternative mathematical approach.**Acta Ciencia Indica Vol.XXXV 113(2009)

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3.4.5 Provide details (if any) of research awards received by the faculty

- Dr R Nishi, Department of Zoology, received JRF from University Grants Commission, New Delhi and Research Associateship from CSIR, New Delhi to complete projects on the Biological Control of Mosquitoes.
- Dr R Nishi received the Best Paper Presentation Award at the National Seminar `KUNSED-2009` on Emerging Trends in Environment and Development with a Focal Theme on Water Resources, organized by University Of Kerala, Trivandrum on 8th and 9th Oct 2009 and sponsored by DST, CSIR, UGC, KSCSTE and FANSA (Kerala chapter)
- Dr V. Wilsanand was awarded Research Associateship by CSIR for his work on Bio Fouling.
- Dr.S.Dhiva was awarded the ‘Young Scientist’ award for the year 2012
- Nithya Jayan obtained JRF from UGC.
- Arya Viswanath obtained JRF from UGC
- K P Vineesh obtained JRF from UGC

3.5 Consultancy

3.5.1 Give details of the systems and strategies for establishing institute industry interface?

We have a Placement Cell in our college which takes the students to the job fairs where different companies come and select the students according to their requirements. The institution keeps in touch with the passed out students of the college who are presently working in various companies. These students are also very helpful in arranging the visits of experts who provide training to the students in facing interviews and developing soft skills. The Entrepreneurial Development Club also takes steps towards the same.

3.5.2 What is the stated policy of the institution to promote consultancy? How is the available expertise advocated and publicized?

The institution takes a favourable stance towards consultancy services and is in the course of promoting it. With a view to promote consultancy in water analysis, a Spectrophotometer has been purchased utilizing UGC fund. Consultancy services are rendered by the Department of English and Commerce, but no income has been generated out of it. Teachers from English Department engage classes for Distance education under Calicut University and IGNOU.

3.5.3 How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?

The institution makes every effort to encourage the staff for the utilization of all human resources, intellect and available facility in the campus to promote liaison with industries/companies so as to thicken the ties between the two in a very flexible manner by which the consultancy services gets boosted. The college motivates the professionally qualified faculty to utilize their expertise for consultancy services.

3.5.4 List the broad areas and major consultancy services provided by the institution and the revenue generated during the last four years.

The Department of English undertakes consultancy services like Translation, Editing , Correction , letter drafting & report writing; The Department of Commerce undertakes consultancy services like income tax services in direct taxation to tax planning and tax management problems of both teaching and nonteaching staff in the college . The Department of Zoology offers advice in pest control and pest identification.

The Consultancy thus provided by the college faculty is only on a gratuitous basis and no revenue is generated from the same.

3.5.5 What is the policy of the institution in sharing the income generated through consultancy (staff involved: Institution) and its use for institutional development?

As stated in the previous point 3.5.4, consultancy is provided by the college faculty only on a gratuitous basis and no revenue is generated from the same. In the event of generating funds through consultancy, it will be utilized for the development of the institution.

3.6 Institutional Social Responsibility (ISR) and Extension Activities

3.6.1 How does the institution promote institution-neighborhood-community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?

The College caters mainly to the needs of socially, educationally, and economically backward people of the locality. By providing reservations, financial aids, scholarships and relaxation in qualifications for socially backward classes, the college has registered significant increase in students' social participation ever since it was established. The College aims to achieve its goal of providing higher education to create a just, plural and equitable society in consonance with constitutional values. The major strength of this college is its ability to ensure holistic development of students to make them enlightened citizens. The college is an 'equal opportunity' institution established to provide knowledge and quality education to all sections of society. It aims to maintain modern outlook with contemporary developments without compromising moral values, to provide knowledge and quality based education to the students by inculcating moral values, scientific temper and employing state- of –the- art technologies. It aims to pursue excellence towards creating manpower with high degree of intellectual, professional and cultural competence to meet the national and global challenges.

The main source of community oriented activities of the institution is the NSS and NCC. The following social activities are conducted regularly by the institution.

- Blood donation camps, and blood donation on life saving emergency calls.
- Involvement of the faculty and students in raising and disbursing various charity activities and relief funds during natural calamities.
- Conducting flag hoisting on days of National importance by local government and by NCC cadets.
- Organizing NSS camps with the assistance of NSS wing of the University of Calicut.
- The NSS carries out social activities like cleaning and sanitizing areas around railway stations, bus stand and hospitals.

Extension Activities .

Compulsory Social Services (CSS). In the UG syllabai, the university implemented CSS as an integral part of the programme. The programme aims to create awareness in student about the problems of their surroundings and to involve direct particiapation in community life. Each department carries out an active participation in various social service activities. The students take part in surveys of social importance. The nature club promotes awareness among students and other community in the neighbouring areas about environment protection, pollution control, biodiversity, water conservation and rock mining.

The CSS Scheme makes the students visit Old Age Homes, Schools for Mentally Retarded and Differently-abled children to develop compassion and empathy towards such people. As part of the syllabus the students of the Department of Zoology visit School for the differently abled. This helps them understand the need for being compassionate.

3.6.2 What is the Institutional mechanism to track students' involvement in various social movements / activities which promote citizenship roles?

The College is committed to attract students to participate in various social activities by ensuring consistent encouragement and motivation.

The college conducts the annual Green Audit of the campus.

- The Nature Club, Science Club and different departmental Associations arrange activities that trigger the social temper of students. Care is taken to make the students aware of the need to Green the College and to ban the use of plastic in the campus. All departments have taken initiatives to make students aware of the importance of wearing helmet while riding, organ donation, and abstaining from drug abuse.
- Every year the message of conservation of nature is stressed by organizing seminars and also encouraging UG and PG students to take up projects to understand the floral and faunal diversity of the campus and the locality. Need-based extension activities are conducted through different associations/committees and NSS.

- Health check-up camps are organized for local people.
- As part of Compulsory Social Service, students participate in programmes organized by various panchayaths such as census, polio immunization, health awareness campaigns, mosquito eradication drive and awareness rallies against alcoholism and drug intake and so on.
- The students visit cancer hospitals and gain knowledge of palliative care

We are aware of the fact that involvement of the students in such activities plays a vital role in molding them to be responsible citizens with good civic consciousness and in motivating them to make worthwhile contributions to society.

3.6.3 How does the institution solicit stakeholder perception on the overall performance and quality of the institution?

The goals and objectives of the college are prominently displayed in the Handbook provided to the students. The college website provides adequate space to these goals. Immediately after admission the students are made aware of these goals and objectives. The institution has evolved a stakeholders' web by forming different platform like Research Committee, Alumni, Nature Club, and Science Club with a fair representation of Students. The IQAC in the planning process considers feedback collected from the entire stakeholders to prepare perspective on development. These development perspectives will be discussed in the respective committee. The college is highly concerned with the opinions of its stakeholders like students, parents, staff, and alumni.

Students

We value the opinions and needs of our students. One representative from all the degree classes and a representative from each PG class are elected every year. The problems, if any, faced by the students are reported to the respective tutor/ Head of Department/ Principal. Students have the freedom to approach the Principal during working hours without prior appointment. The college has a well-established Tutorial system. A tutor is given the responsibility of a class consisting of 30-35 students. Tutorial meetings are conducted periodically. The tutor can be approached by his /her wards during free hours to discuss any problem, be it academic, social, economic, educational, personal, familial or psychological. The ward can approach the tutor with or without his /her parent. Every year all students are given a feedback proforma which they duly fill up and return to the HoD.

Parents

Class PTA meetings are periodically convened. The parents are informed about their ward's academic performance and attendance records during these meetings. At times, interaction with the parents is done by means of letters and phone calls. Direct interaction of the guardians with the H.O.D. is also encouraged. Parents of any student are allowed to meet the teachers and Principal on any working day after 3.30 PM to make any suggestions or complaints. There is a practice of intimating the parents about the success of students in any activity that they have participated within or outside the campus on behalf of the college. This

makes them take pride in their children and also feel committed to the college. Each year parents' feedback is called for and filed.

Staff

We have regular staff meetings to keep the staff updated about changes and developments of the institution. Decisions on all academic matters are usually taken only after consultation with the staff during staff meetings. General staff meetings and department meetings are the venues where all members of the staff freely express their opinions and suggestions regarding the activities and functioning of the college, for the authorities to consider.

Alumni:

An Alumni Association has been constituted in the college. The association organizes meetings and has regular formal and informal interactions wherein any alumnus is free to give his/her suggestions. There is a common alumni association as well as individual departmental associations. Usually the annual alumni meetings are convened on the second Saturday of February every year. The alumni association honours the top scorers of all the UG and PG of courses every year and makes contributions towards the development of the institution. It also honors the retiring staff in a befitting manner. The alumni who hold various higher positions help our students during and after their courses in the college in the education process and career development. The college solicits the suggestions, observations and opinions of the alumni.

3.6.4 How does the institution plan and organize its extension and outreach programmes? Providing the budgetary details for last four years, list the major extension and outreach programmes and their impact on the overall development of students.

The college is incessantly organizing a number of outreach activities which relate to academics, society, culture, community, adventure, etc. culminating in building a healthy society contributing to nation building. The college, with the help of many voluntary organizations and NGOs, organizes the outreach programs. The NCC unit and NSS units in the college have conducted several blood donation camps and tree plantations. The expenditure for the same is usually borne by the government and the university. But due to the delay in the disbursement of funds, the College PTA advances the necessary amount for conducting the activities, which is refunded after receipt of the same from the government and the university. In the past 4 years the following extension and outreach programmes have been conducted by the college:

Details of the major Extension Programmes

- Blood group detection and blood donation camps
- Visit to Home for the destitutes
- Awareness class on Pain and Palliative Care

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- Visit to Charitable Society
- Ayurveda Camp conducted for the villagers
- Soap making classes for Kudumbasree members
- Donation of books to *Gramina Vayanasala*
- Donation of water purifier to L.P.School, Erattakulam
- Financial assistance to kidney patient
- Anti-drug campaign for the youth of Alathur
- Eye camp for people of Alathur
- Pledge against dowry system
- Blood donation to patients in various hospitals in Palakkad and Thrissur
- Assisted local government bodies in Polio Immunization Programmes, AIDS Awareness campaigns.
- Anti- drug campaign
- Health Awareness Rally in association with National Rural Health Mission- Ministry of Health and Family Welfare, Govt. of India.

Budgetary Details of Extension Activities done by NSS units of the college:

Year	Anticipated amount (Rs.)	Amount Spent (Rs.)
2009-10	55000	53020
2010-11	90000	86000
2011-12	100000	100000
2012-13	120000	114070
2013-14	125000	122970

3.6.5 How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other National/ International agencies?

The college undertakes wide spread co-curricular enrichment activities through NCC (Infantry-wing), NSS and various clubs constituted for the purpose. During admission and orientation, the representatives of these units apprise students on the benefits and scope of the extension activities. The details of the program are displayed on the notice board and an interaction of students with NSS programme officers and NCC officer is facilitated. Ample motivation is provided to the students through these meetings. Information regarding the near by localities are collected through the Tutorial System from students and surveys. The data

thus collected are verified, and extension and enrichment programmes are planned and implemented.

3.6.6. Give details on social surveys, research or extension work (If any) undertaken by the College to ensure social justice and empower students from underprivileged and vulnerable sections of society?

2008-2009

The NSS volunteers conducted Akshaya surveys for Kavassery and Kannambra panchayats.

2010-2011

NSS volunteers conducted a survey on the need to create awareness pertaining to prohibition of smoking.

2012-2013

Four NSS volunteers participated as field investigators in the End Line Survey of Knowledge, Behaviour, and Practices (KABP) sponsored by Election Commission of India. The survey was conducted by Department of Political Science, University of Kerala in January – May 2013.

Several projects have been carried out by the PG & UG students of the Department of Zoology on socially important topics.

- **Household Solid Waste Management-A Study on the Awareness and Opinion of the Public of Palakkad, Kerala**
- **Evaluation of Prevalence of Diabetes Mellitus in Kavassery Panchayath.**
- **A Study of Coliform Contamination of Drinking Water Samples in Ponnani Municipality and Related Water Borne Diseases**

- **Dermatoglyphics as a Diagnostic Tool in Breast Cancer Detection**
- **Food Adulterants- A Case Study of Alathur**
- **Eye Diseases in Palakkad.**
- **Awareness about Organ Donation among Students of Arts & Science Students.**
- **Awareness about the Necessity to Wear Helmets.**
- **Awareness about Fertility**
- **Formalin in Fishes Purchased from the Market – A Case Study**

We are planning to conduct surveys on the reasons for the increased number of broken families in the area on the cases of drug abuse and alcoholism in and around Kavassery panchayath to which the college belongs.

3.6.7 Reflecting on objectives and expected outcomes of the extension activities organized by the institution, comment on how they implement students' academic learning experience and specified the values and skill inculcated.

Extension activities conducted by the institute always impart academic learning experience, values and skills not only to the students but to the faculty also. These activities refresh the environment of the institute as well. The major strength of this college is its ability to ensure holistic development of students to make them enlightened citizens. The college is an 'equal opportunity' institution established to provide knowledge and quality education to all sections of society. It endeavors to maintain a modern outlook with contemporary developments without compromising moral values. It also strives to provide knowledge and quality based education to the students by inculcating moral values, scientific temper and employing state of the art technologies. The institution aims at pursuing excellence towards creating manpower with high degree of intellectual, professional and cultural skills to meet the national and global challenges.

The participation of students in the various socially relevant activities has resulted in inculcating in them the feeling of being socially awakened citizens. The students who are a part of this process have been spreading awareness in the institution and motivating other students as well to stand tall for the cause of social upliftment of the marginalized and the deprived. By taking part in extension activities, students come face to face with realities and provide them with new knowledge about aspects of life. It also enriches their common sense. The two, in fact, help them in developing quick sensitivity and grasping power which in turn boost their confidence and academic competence.

3.6.8 How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development? Detail on the initiative of the institution that encourages community participation in its activities?

The local villagers are initially consulted and the youth of the villages are encouraged to involve in all the NSS activities. Extensive local participations are witnessed during tree plantation, blood donation etc. The Alumni association is also involved in all these extension activities. The institution has taken the initiative to make the society aware about socially relevant topics like female feticide, dowry system, environment protection, consumer protection awareness, anti -corruption, HIV awareness, organ donation, importance of wearing helmet, food adulteration, carcinogens, ill effects of smoking and using tobacco and drug abuse. Seminars, discussions and remedial programmes are carried out to solve these problems. A list of the community development activities in which the students assist the various Grama panchayats every year is furnished below.

- Pulse Polio Immunization programme.
- Literacy programme.
- AIDS awareness programme.
- Women welfare programmes.
- Awareness programmes on eradication of contagious diseases like malaria, dengue fever, chikunguniya.
- Health and Nutrition surveys and health awareness programmes.
- Cleaning programmes (hospitals, roads, panchayats)
- Tree plantation drives
- Awareness on proper disposal of waste.
- Assisting the villagers in setting vegetable gardens.
- Donation of books to *Grameena Vayanasala* (local library)
- Awareness programme for rural development.

3.6.9 Give details on the constructive relationship forged (if any) with other institutions of the locality for working on the various outreach and extension activities?

The institution has constructive relationships with other institutions of the locality. Blood donation camps and eye related diseases detection camps are organized with the help of reputed hospitals. The NSS and NCC units coordinate all their activities following the norms of the university. The units organize activities like tree plantation, village cleanliness, awareness programmes on environment pollution, effects of pesticides on human life etc. with the help of NGOs like Red-Ribbon, government departments like the Excise, the Forest, the Khadi Board etc. Activities are also carried out in association with ANERT and KSEB. The college hosted a two-day seminar on **Human Rights Violations by the Police** sponsored by the Institute of Parliamentary Affairs, Kerala. Kerala State Legal Services Authority conducts legal awareness classes for the girl students every year.

3.6.10 Give details of awards received by the institution for extension activities and contribution to the social /community development during the last four years.

The college has been engaging actively in various extension and community development activities but no formal awards have been received for the same for the last four years. However, we have received written acknowledgements as "Grama sevaks" from the local library and other institutions to which the students of this college have been of great help.

3.7 Collaborations

3.7.1 How does the institution collaborate and interact with research laboratories, institutes and industry for research activities. Cite examples and benefits accrued of the initiatives - collaborative research, staff exchange, sharing facilities and equipment, research scholarships etc.

The institution associates with several institutes and universities for carrying out several useful dissertation works.

- Dept of Zoology gets the help of KFRI, Thrissur; Calicut University; ZSI Kozhikode etc. for identifying organisms for studying biodiversity- work related to PG dissertation work.

- The Dept of EWM gets help from IRTC, Mundur; KFRI, Thrissur and CWDRDM Kozhikode for doing UG projects related to pollution, waste management and water quality assessment.

- The Dept of Commerce gets the help of Co-operative Banks, Malabar Cements, Precott Mills, ITI, Palakkad, etc. for PG and UG project works. Members from Tax Study –Palakkad Chapter gave a one day intensive training in tax practices to the PG students and faculty. A financial education workshop was also conducted with help from SEBI.

3.7.2 Provide details on the MoUs/collaborative arrangements (if any) with institutions of national importance/other universities/ industries/Corporate (Corporate entities) etc. and how they have contributed to the development of the institution.

The institution does not have any MoUs or collaborative arrangements with institutions of national importance/other universities/ industries/Corporate (Corporate entities) etc

3.7.3 Give details (if any) on the industry-institution-community interactions that have contributed to the establishment / creation/up-gradation of academic facilities, student and staff support, infrastructure facilities of the institution viz. laboratories / library/ new technology /placement services etc.

The interaction with eminent personalities from various reputed universities and industries is very useful for establishing better academic facilities for the staff and students. As stated above, the Dept. of Zoology secures the help of KFRI, Thrissur, Calicut University, ZSI Kozhikode etc for identifying organisms for studying biodiversity and to organize national symposiums and workshops to provide a platform for the faculty and students to discuss various scientific issues. The Dept of EWM gets help from IRTC, Mundur; KFRI, Thrissur and CWDRDM Kozhikode for doing UG projects related to pollution, waste management and water quality assessment. The Dept of Commerce gets the help of Co-operative Banks, Malabar Cements, Precott Mills, ITI, Palakkad, etc for PG and UG project works. Members from Tax Study –Palakkad Chapter gave a one day intensive training in tax practices to the PG students and faculty. Financial Education workshops were also conducted with help from SEBI. The Dept of Economics also conducted a workshop on Financial Education with help from SEBI. The Dept of Mathematics in association with Kerala Mathematics Association organized a National Seminar on “Geometry and Analysis” which provided an opportunity to the PG students to understand the problems in Analysis. It was also useful to instill in the students a research aptitude.

3.7.4. High lighting the names of eminent scientists/participants, who contributed to the events, provide details of national and international conferences organized by the College during the last four years.

Sl. no.	Year	Organizing department	Topic	Names of eminent scientists/academicians
1	2009	Economics	“Women:Development,Justice and Empowerment”	i) Dr.K.Geetha Reader, Avinasha LingamUniversity Department of Economics Coimbatore Prof.Vanitha Reader Department of Economics Bharathiar University.
2	2012	Mathematics	“Analysis and Geometry”	i) Prof.T.Thrivikraman Former HOD of Maths, CUSAT i) Prof.A.J.Jayanthan Associate Prof. Department of Maths Goa University. iii) Prof.M.S.Balasubramani, Professor Department of Maths, Mangalore University. iv) Sri.A.N.Mohapatra Assistant Prof. Department of Maths Goa University. v) Prof.S.Moosath IIST Thiruvananthapuram.
3	2012	Zoology	“Mangrove Biodiversity and Conservation”	i) Dr.L.N.Santhakumaran Scientist & Head (Retd) IWST Bangalore. ii) Dr.Remadevi O.K. Scientist & Head IWST Bangalore. iii) Dr.Kunhikannan, Scientist IFTGB, Coimbatore.
4	2014	Commerce	“Fostering Entrepreneurship for Sustainable Economic Development”	i) Dr B.Johnson, Associate Prof. Dept.ofCommerce and Management Studies Calicut University. ii) Dr.S.Vanitha, Associate Prof. Sakti Institute of Information and Management studies, Pollachi.

3.7.5 How many of the linkages/collaborations have actually resulted in formal MoUs and agreements? List out the activities and beneficiaries and cite examples (if any) of the established linkages that enhanced and/or facilitated -

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a) Curriculum development/enrichment

The following members of faculty are members of the Board of Studies.

1. Dr.R.Nishi: Member P.G. Board of studies (BOS) for Zoology of Calicut University and Kannur University.

2. Dr. R.Bindu: Member UG & PG BOS for Environment and Water Management of Calicut University

3. Dr. M.A.Suraj: Has functioned as Member BOS for Environment and Water Management for a period of three years.

4. Dr. R.Nishi was appointed as Subject Expert by the University of Calicut to select Assistant Professors in Malabar Christian College and the colleges under Cochin Devaswom Board

b) Internship/ On-the-job training: nil

c) Student placement: nil

d) Faculty exchange and professional development:

Many members of the faculty functioned as Resource Persons in programmes conducted by various colleges/ Schools.

e) Research: As already mentioned a few teachers from the institution are engaged in UGC sponsored projects. -

f) Consultancy: As mentioned in 3.5.2

g) Extension: The staff and students do take part in various extension activities

Details of the major Extension Programmes

- Blood group detection and blood donation camps
- Visit to Home for the destitutes
- Awareness class on Pain and Palliative Care
- Visit to Charitable Society
- Ayurveda Camp conducted for the villagers
- Soap making classes for Kudumbasree members
- Donation of books to *Gramina Vayanasala*
- Donation of water purifier to L.P.School, Erattakulam
- Financial assistance to kidney patient
- Anti-drug campaign for the youth of Alathur
- Eye camp for people of Alathur
- Pledge against dowry system
- Blood donation to patients in various hospitals in Palakkad and Thrissur

- Assisted local government bodies in Polio Immunization Programmes, AIDS Awareness campaigns.
- Anti- drug campaign
- Health Awareness Rally in association with National Rural Health Mission- Ministry of Health and Family Welfare, Govt. of India.

h) Publication: nil

i) Student Placement: nil

j) Twinning programmes: nil

k) Introduction of new courses: Two new courses have been introduced- Add- on Course in Horticulture and B.Sc .Botany

l) Student exchange-nil

m) Any other: nil

The college has been running UG courses for a long time. It is only in the recent years that the college has started more PG level courses. Hence research activities at the students' level are not undertaken because research is not a part of the curriculum. And this is the major reason why the college has not been involved in the signing of any MoUs or formal agreements that could help facilitate any of the above mentioned requirements.

3.7.6 Detail on the systemic efforts of the institution in planning, establishing and implementing the initiatives of the linkages/collaborations.

Steps are being taken to make formal MoU's and to utilize the expertise of our institution and the collaborating institutions in organizing seminars and project implementation.

Relevant plans regarding the Research Consultancy

- ❖ All facilities and monitoring of research is given to all faculty members especially to those having no research degree.
- ❖ Maximum number research centre in the college.
- ❖ Encourage faculty to attend international conference.
- ❖ More research guides.
- ❖ Publication of maximum number of articles.
- ❖ An approved interdisciplinary journal published by the institution.

CRITERION IV: INFRA STRUCTURE AND LEARNING RESOURCE

The College is situated in a rural area and the nearest higher education institution with a similar status is at a distance of 20 kilometers. Most of the students are from low-income group families and cannot afford to study in private coaching institutions located in cities paying huge amount of fees. Only less than 5% of the students studying here have computers and internet facilities in their homes. Besides this, students have very little scope of getting exposure to the ever changing educational technology available to urban students. In such circumstances we deem it our responsibility to provide the best possible facilities for the students so as to make the education they receive become productive and worthwhile. Our institutional policy for the creation and enhancement of infrastructural facilities is directed towards this goal.

The College Management is fully aware of the need for maintenance and enhancement of infrastructure facilities for effective teaching and learning. The infrastructure facilities are generated based on the recommendations and suggestions raised in the College Council meetings. These suggestions are thoroughly discussed in the general staff meetings that are conducted periodically and placed before the Regional Development Council of the management. If there is any possibility of grant available under any scheme, a responsible member of the faculty is directed to explore the possibilities for availing the grant. The institution has implemented several schemes with the financial support from UGC under 10th, 11th, and 12th plan. We also take efforts to mobilize funds for the creation and enhancement of infrastructure from the Alumni, local bodies, M.P. funds, MLA funds, funds from Kerala State Council for Science, Technology and Environment, funds from Higher Educational Council, funds from Institute of Parliamentary Affairs, etc. The implementation of the course content for different programmes offered by the various departments are structured and timed in such a way that the facilities are put to optimum use.

4.1 Physical Facilities

The management gives due importance to the improvement of infrastructure in the college. During the past four decades the college has accomplished improvement in physical facilities and efforts are being made to improve it further. The college offers eight U G courses and four P G courses at present. Proposals for starting new courses have been submitted to the university. It is imperative therefore to construct additional classrooms with adequate facilities to accommodate more courses in future. Apart from this, there are plans for improving the already existing ones.

4.1.1 Policy of the institution for creation and enhancement of infrastructure facilities for effective teaching and learning.

The use of Information and Communication Technology (ICT) enhances the teaching and learning process and contribute to skill formation. The institution has striven to enhance its infrastructure with the view that ICT is conducive to the process.

We have installed the following facilities in the campus:

1. Fully equipped Smart Class room with A/C
2. Internet connectivity with a Speed of 2 Mbps
3. Centralized Computing facility
4. Digital Language Lab for developing communication skills
5. Science labs with advanced instruments
6. UGC Network Resource Center
7. General Library with Internet connectivity and INFLIBNET

4.1.2 Facilities available for curricular, co-curricular and extra - curricular activities

Curricular facilities

Classrooms

The institution has 32 spacious and airy class rooms with blackboards, green boards and white boards, adequate seating facilities for learners and teachers. The classrooms are connected to the Principal's room through the Public Addressing system. All classrooms are duly electrified for lighting, installing fans, ICT equipments, LCD facilities, amplifiers etc. Projectors, ICT equipments LCDs amplifiers etc are available wherever necessary.

Laboratories

There are 5 well equipped science laboratories upgraded with the latest equipment.

Equipment available in the labs:

- Laminar Air flow Cabinet
- Hot Air Oven
- BOD incubator
- Cooling centrifuge
- Rotary microtome
- Digital Photoelectric calorimeter
- Autoclave
- Electronic balance
- Newton's Rings apparatus
- Vertical slap gel system
- UV Trans illuminator
- Oil free Vacuum pump
- Incubator shaker
- Revolutionary High speed centrifuge

- Electric microscope
- Optical microscope
- Research Microscope
- Double Beam UV VIS Spectrophotometer
- Distillation Unit
- Flame photometer
- Incinerator
- Fire Extinguisher
- Incubator
- Nephelometer
- Stage ocular micrometer
- Generator
- Invertors
- Refrigerators etc.
- Language Lab

Technology enabled learning spaces

Smart/ Computer Lab

There is an Air-conditioned digital class room and four Smart Class Rooms with modern audio visual equipment like interactive cordless board, visualizer, digital microscope, amplifier, podium, internet connectivity etc.

There are two computer labs consisting of computers with the adequate configuration in a student ratio of 11:1, Photocopier, Laser printer, Dot matrix printer, Scanner, DLP projector, Internet connectivity to all computers and UPS power backup.

There is a modern Digital Language Lab with facilities for voice recording, playback, one-to-one interaction etc. enhancing language learning and improving communication skills.

Tutorial spaces

The institution provides class rooms for conducting tutorial classes which happen after normal class hours.

Staff Room

There are 11 Faculty Rooms all with Computer internet connectivity, Laser printer & intercom facility.

We have three multi functioning photo copiers and 6 multi functioning laser printers.

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The institution has a well-furnished library with around 22000 books. The library is very spacious providing facility for internet browsing, photocopying and reference. All the staff and students have access to INFLIBNET. The reading area is spacious enough and conveniently located to make accessibility to news papers and journals easy.

The college Library has separate departmental cabins

Curricular & Co Curricular facilities

Sl. No.	Description of the Facility	Quantity
1.	Classrooms	32
2.	Laboratories	5
3.	Language Lab	01
4.	Computer Labs	02
5.	Smart A/C Digital Lab	01
6.	Smart Classes	04
7.	ICT Enabled Seminar Hall	01
8.	Intercom linked and network utility rooms	14
9.	Auditorium	01
10.	Play ground	01
11.	Specialized Teaching- Learning Equipment	
	a) Computer systems with all accessories	86
	b) Laptops	02
	c) LCD Projectors	10
	d) Other Projector Devices	01
	e) Interactive white Board	02
	f) Visualizer	01
	g) Digital Microscope	01
	h) Voice Recorder	01
	i) Handy Cam	01
	j) Portable Amplifier	01
	k) Digital Camera	04
	l) Lectern with Podium	04
8.	Zoology Museum	01
9	General library	01

Extra -curricular facilities

The College has the following facilities for enhancing the cultural activities, sports and other extra-curricular activities.

Name	Facilities
Auditorium	Seating capacity-800
	Public address systems

Health fitness equipment center	Squat stand
	Dumbbells
	Weight training bar
	Weight training disc
	Weighing machine
	Cross trainer
	Multi Gym
	Parallel Bar
	Ring
Play Ground	200m track
	Football field
	Cricket ground
	Volleyball court
	Badminton court
Indoor games facilities	Badminton
	Weight training
	Chess
	Caroms
Outdoor games facilities	Cricket
	Football
	Volleyball
	Athletics
	Ball badminton

Other facilities

a) **NSS:** NSS has been functioning in this College in a very successful manner. We have two units of fifty students each and two trained programme officers. Dr. Radhakrishnan, T.R. Ratheesh, Dr. R. Bindu, M.P.Preejith, and V. Devadas are some of the trained programme officers during different periods from this college. Special camps and regular camps are conducted every year in a systematic way with the financial support of the university. An adequately furnished room has been provided for the smooth functioning of NSS in the college. The N.S.S units are well equipped with all necessary implements. Further, our NCC unit is active in extension and enrichment activities also.

b) **NCC:** The College has a very effective unit of NCC under the charge of Lt. Dr. V. Wilsanand, a member of the faculty. Regular parade, camps and other training programmes are conducted to make the cadets truly empowered. Our students regularly represent the battalion in the Republic Day parade at New Delhi. A well furnished office room and a store room is provided for NCC.

.c) **ASAP:** Additional Skill Acquisition Programme (ASAP) is jointly implemented by General and Higher Education Departments and focuses on equipping students with additional skills for employability. It is proposed to impart the additional skill modules along with the regular educational process for the undergraduate students. Our college has been

selected as a training center for this programme. The vocational training programmes are conducted regularly before and after class regular working hours with full financial support from Higher Education Department. Proper facilities are provided for the same.

d) IQAC: There is separate room for the IQAC which acts as the back bone of the College dealing with the planning and implementation of all the academic activities.

e) Examination Room: Examination room has sufficient facilities for maintaining all the records pertaining to university examinations. The room well equipped with power back up, Computer, Internet connectivity and Multi Purpose Copy Scan and Print equipments.

f) Administration Wing: The College has an Administrative Wing with all modern facilities. College office functions there.

g) Seminar Hall

There is a seminar hall with seating capacity to accommodate 100 people. The spacious digital class room is also used to conduct seminars. The auditorium has a temporary partition and the two parts can accommodate 130 and 200 people.

Cultural Activities

Monitoring the different talents of the students, 36 clubs are organized. Students can take part in competitions during College Arts Festival, College Day, Onam Festival, etc. Many of the events are ceaselessly honed through important day celebrations. After conducting Vayanavaram, the best reader is selected. Literary and art competitions are also an important activity of the college.

Public Speaking

The college invariably entrusts the students with the responsibility of compeering and introducing guests for various programmes, in order to develop the public speaking skill and confidence to face the public in our students. The Debate Club also contributes to the attainment of the same objective.

Communication Skill Development

In this backward area the main goal of this institution is to improve communication skills of students, more specially their ability to communicate in English. In order to develop the students' communication competence in English, Communicative English classes and the Language Lab are used as the mainstay. Our aim is to make every student comfortable and confident in any mode of communication, without inhibitions.

University Help Desk

A separate room with an information officer is provided to the students for getting up to date information from the university.

The facilities and infrastructure development will be provided only after detailed discussion. The following committees give necessary suggestions at the implementation stage.

- I) **Planning Board:** Sri. K. K. Sankaran (Convenor)
Dr. M. A. Suraj
Dr. N. S. Rajendran
Sri. U. V. Mohanan (Office Superintendent)
Sri. K. S. Sreejesh (Management Representative)

Purchase Committee:

Chairman: Principal

- II) Coordinator: Sri.K.K.Sankaran (Coordinator)

Members: 1) Sri. M. A. Suraj
2) Sri. N. S. Rajendran
3) Sri. Pradeesh (Head Accountant)

- v) **Building Committee :**

Chairman: Principal

Coordinator: Sri. K. K. Sankaran

Members: Sri. N. S. Rajendran
Sri. U. V. Mohanan (Office superintendent)
Representative from the University
Representative from the Management
Registered Architect
Engineer not below the rank of Executive Engineer

4.1.3 The institutional planning for ensuring that available infrastructure is in line with academic growth and is optimally utilized

The institution is cautious to ensure that the procuring of infrastructure is relevant in utility.

The institution ensures the optimal utilization of the available infrastructure by effective participatory planning.

1. The institution plans curriculum for the students of various combinations in such a way so that their schedule in laboratories and class rooms is not hampered, thereby putting the available infrastructure to maximum use.

2. The auditorium harbors multiple activities such as co- curricular activities and staff meetings.

3. The institution was an authorized training center for various computer courses conducted by KELTRON during 2009-11. It is the authorized training center for various vocational training programmes like (ASAP) promoted by Kerala Govt. Classes for PSC coaching are conducted after college hours. For NET/SET coaching on Saturdays and Sundays also our infrastructure is effectively utilized. For such activities, if necessary, our facilities are open on holidays also.

5. The infrastructure is used by other government institutions, public sector units for conducting various competitive examinations.

6. We partake in nation building by extending our infrastructure facilities for election purposes and for various programmes such as various meetings of Kudumbasree units, Exhibition of Khadi and Village Industries, awareness programmes by KSEB, Excise, Police and Legal Metrology Department.

7. The college provides necessary facilities and venues for the conduct of elections of SN Trusts, the management body of our college.

In the post Accreditation period, equipment and facilities were augmented in the institution. Given below is the table showing the list of a few equipment costing Rs. 20,000/- and above.

List of Equipment

Name of the Equipment	Amount in Rs.	Name of the Equipment	Amount in Rs.
Desk Top Computers (86 Nos.)	2523000	Dot Matrix Printer (3 Nos.)	40000
600 VA UPS (40 Nos.)	72000	Copier (3 Nos.)	196000
Lap Top (2 Nos.)	56000	Laser Printer (3 in one – 6)	108000
Laser Printer (10 Nos.)	65000	LCD Projectors with insta Lock Mounting (6 Nos.)	220000
Inter Com	55000	LCD Projector (4Nos.)	120000
Public Addressing system	100000	Language Lab Software(ORELL)	110000
Television (2 Nos.)	30000	Lactron with Podium (4)	150000
3 K.V.A UPS (6 Nos.)	345000	Interactive Board (Cordless)	65000
1 KVA UPS (1 No.)	55000	Visualiser	75000
Vertical Slap gel System	24928	UV Trans illuminator	25896
Oil free Vacuum Pump	22776	Incubator Shaker	68109
Revolutionary high speed centrifuge	132225	Double Beam UV VIS Spectrophotometer	299200
Electronic analytical Balance (2 Nos.)	95000	Flame Photometer (2 Nos.)	93778
Laminar Air flow Cabinet Vertical	43061	Writing Boards Green/ White (15 Nos.)	90000
Generator 20 KVA	375000	Generator 5 KVA	150000
Invertors (2kV-3 Nos)	50000	Incinerator	26000

Details of amount spent during last four years (Amount in Rupees)

Source of Income	2010-11	2011-12	2012-13	2013-14
U.G.C	26,60,827	32,86,555	28,69,792	1025000
P.T.A	7,95,937	6,34,302	6,71,517	886524

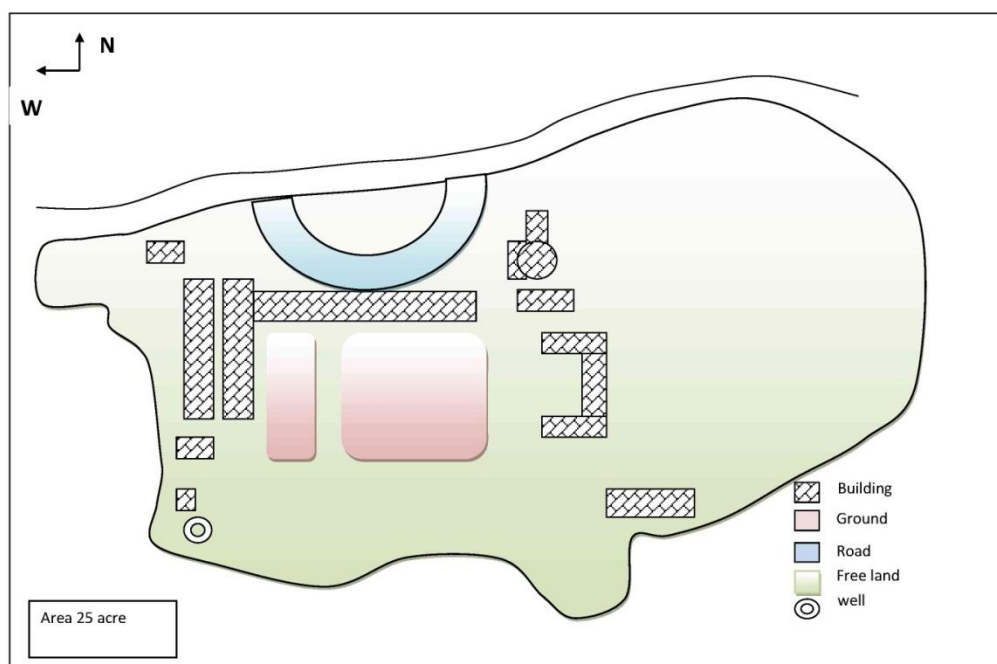
P.D. Account	3,20,580	3,04,924	3,19,207	335350
Management	2,00,000	4,30,000	2,40,000	28,00,000
Others	2,62,300	1,49,000	28,000	-
Total	42,39,644	48,04,781	39,12,516	31,96,874

Plan for future expansion

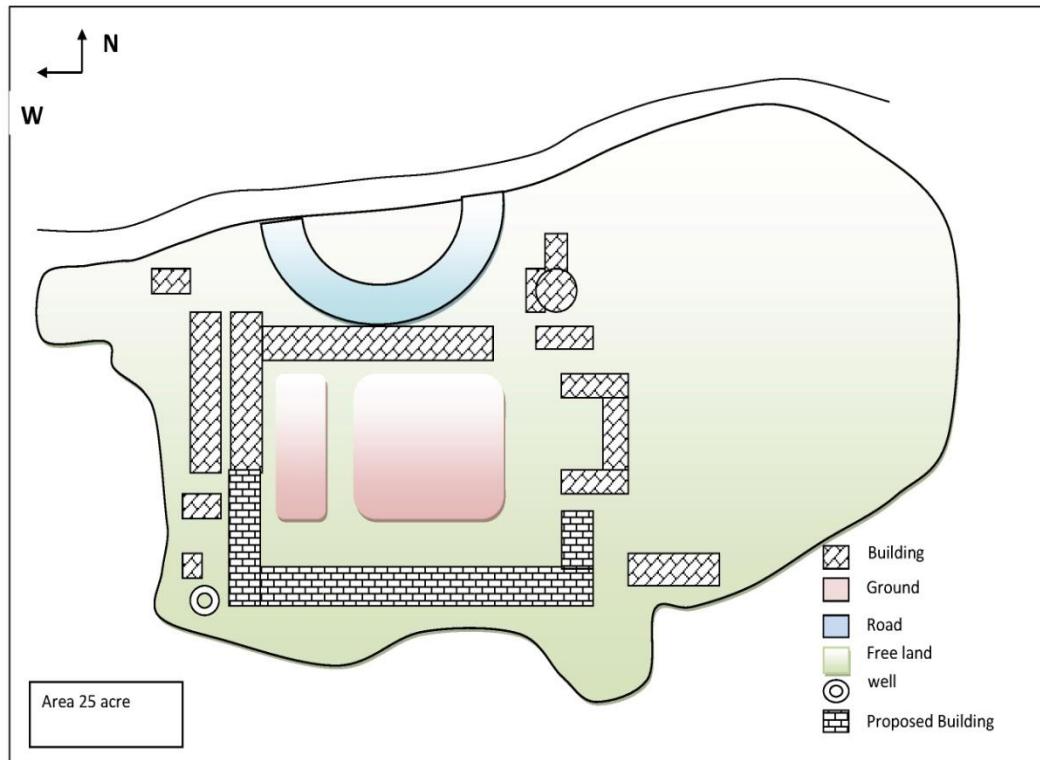
The Management is taking efforts to augment the infrastructural facilities. We have already sent proposals for various new courses which demand construction of extra class rooms and additional facilities.

We have already submitted a proposal to UGC for the construction of a multipurpose Seminar Hall, Research Library and Open Air Auditorium, under XIIth Plan.

Existing sketch of the building and the land



Future Plan (Master Plan of the buinding in the land)



4.1.4 How does the institution ensure that the Infrastructure facilities meet the requirements of students with physical disabilities?

The institution takes a very congenial attitude to students with physical disabilities and takes all possible measures for making them comfortable here. However, admission of such students is carried out in strict adherence to government rules and directions. Accordingly, one seat in each programme is reserved for students belonging to this category. Hence, at present only 1.6% of our students are physically challenged. We provide library facility, Seminar Hall, Canteen etc. in the ground level for their convenience. Such students are also provided extra time during examinations if found necessary. For the convenient mobility of physically disabled students ramps are provided on the ground floor and the general library. In the proposal for funds under 12th Plan of UGC we have submitted the proposal for constructing more ramps, and for purchasing wheel chairs, library software and hearing aids. We intend to provide scholarship and other financial assistance to them and are trying to obtain every kind of assistance they are eligible for from the Government, university and other agencies.

4.1.5 Details of the Residential Facilities and various provisions

- Utilizing funds from UGC 10th Plan we have constructed a fully electrified Women's Hostel with a capacity to accommodate 64 students. Students and lady staff have shared the occupancy. Each student has her own allotted space, cot, table and chair. Continuous supply of purified water, a spacious mess hall and an audio visual hall add to the hostel facilities.
- Facilities for games such as caroms, chess and shuttle badminton are available in the hostel.
- There is provision for Yoga center and for Health care centre.
- Medical assistance is provided in alliance with the Taluk Hospital, Alathur which is only 4 km away from the hostel.
- Reading room with books, news papers and journals are available in the hostel besides the facilities provided in the college library.
- There is a computer center with internet facility in the hostel.
- The common room in the hostel is provided with recreational facilities consisting of TV with DTH connection.
- One water purifier is installed in the mess hall to ensure the supply of purified water.
- There is a hostel matron appointed by the management. A watchman is appointed to ensure the security of the students residing in the hostel.
- All rooms are fitted with electric lamps and fans.

One general Staff Quarters for accommodating more than 15 staff is also available in the campus. A few male teachers and non teaching staff are residing there.

4.1.6 What are the provisions made available to students and staff in terms of health care on the campus and off the campus?

Medical services are provided to the students of the college in alliance with the Taluk Hospital, Alathur whenever required. We conduct debates and seminars related to health in association with IMA, NSS, College Health Club, Women's Cell, Excise Department, etc. The Zoology Department offers an open course, a U.G. Course in Nutrition, Health & Hygiene, for the 5th semester. A blood donors' list is maintained by the NSS programme officers. It helps the needy patients in times of emergency.

4.1.7 Common facilities available in the Campus

- Internal Quality Assurance Cell (IQAC)

A duly constituted IQAC supervises all the activities of the College and gives necessary support for quality improvement. The IQAC has arranged:

1. Network Resources and Computer Centre (Net café) :

Coordinator: Dr. Sajith S J Sasi

Members: Smt. Remya Rajan. E

Sri. Sreeji N S

Sri.Pradeep

A well set up computer lab with adequate computers and accessories to meet challenges in the field of information technology has been established.

Net café provides internet facilities to the students as well as staff for academic updating by connecting them with the World Wide Web.

2. Library Committee:

Coordinator: Dr. Nikhil V

Members: Sri. K. K. Sankaran

Smt. Sabeena H

Library is the nerve centre of all the academic activities. It provides a place where teachers and students can pursue research and studies.

3. Remedial Coaching Centre:

Coordinator: K G valsala

Members: Smt. Nithya Jayan

Smt. R. Krishnaprabha

The Centre aims at giving special coaching to students belonging to educationally and financially backward communities. Its main objective is to equip them with sufficient knowledge to compete with outstanding students, in various examinations.

4. Students Grievance Redressal Cell:

Coordinator: Dr. V. Wilsanand
Members: Smt. Remya Rajan. E
Smt. Shyma M. K

Growth and development expect mistakes and corrections. Forgiving and forgetting are essential for peaceful life in society. Hence the Cell is entrusted with the responsibility to ensure the welfare of the student community. It also aims to settle their grievances with full justice.

Any kind of dispute, complaint, act of indiscipline, and irregularity in internal mark awarded shall be reported first to the convenor or tutor in charge, then to the HOD concerned. If justice is denied, he / she can approach the Principal. On the report of the Convenor the decision of the Principal is final at the college level.

5. Tutorial system:

Coordinator: Smt. Dana Narayanan
Members: Smt. Vidya. K
Smt. Divya. K

The college provides tutorial facilities. Each student is enrolled under a faculty member as a tutor. Tutor frequently interacts with the students and parents. The social, economic, educational and professional backgrounds; personal profiles and family problems (confidential, if necessary) of the students are addressed to by the tutor.

6. Health Practices:

Coordinator: Dr. Anila A K
Members: Smt. Prajeena
Smt. Arya Viswanath

For creating good manners and good habits such as Morning Prayer, national anthem in the evening, blood donation, mid-day meals for deserving students are doing regularly as per shedule.

Grievance Redressal Cell

A Grievance Redressal Cell functions in the College in a unique way to solve the problems and complaints of the students. All the complaints are forwarded to the committee formed by the staff council. Several complaints related to dispute between students, union members, outsiders are seriously handled by the Cell and suitable solutions are provided in most cases.

Women's Cell

In our college, 80 percentage of students enrolled are girls. The Women's Cell takes up the initiative to conduct seminars, classes and discussions on cross cutting issues related to women, gender justice, women and environment etc.

Counselling

Students get guidance for their higher studies from all the teachers. Since most of our students hail from rural areas and are first generation students, many of them need professional counseling and they are provided with the service of experienced professionals. A separate space for the same is provided. Several programs are arranged by the Cell.

Counseling Centre:

Coordinator: Dr. R. Nishi

Members: Dr. R. Bindu
Smt.G.Bindu

Counseling Cell extends assistance to identify and deal with personal and academic problems.

It also helps them to identify their strengths and weakness. Teachers and experts are available to counsel the needy students.

▪

Sree Narayana Study Centre

The Sree Narayana Study Centre functions to enlighten the students and other stakeholders of the teachings of the Guru and other saints, and to impart moral, ethical and cultural education to the youth. The Centre conducts various programmes in this regard. The college prides in its spiritual library which contains valuable works by great souls like Sree Narayana Guru, Swami Vivekananda, Chattampi Swamikal, and other saints and reformers of Indian culture.

▪ Common Room

The women students have a separate rest room which was constructed with aid from UGC. The facility was opened on 10-06-2012.

▪ Recreation Centre for Women

A room with recreational equipments including TV is provided in the hostel. The Centre is open to all women students of the college

▪ Health Care and Yoga Centre for Women students

Vast majority of our students are from interior rural areas. May be because of their remote rustic culture, most of them get married at an early age, during the course of study. They require health care, advice and suitable exercises. Hence a center for the purpose is provided in the women's hostel, accessible only to women students.

- Primary Health Centre

Majority of the students are from remote backward areas with poor hygienic conditions. So the students are susceptible to several sorts of diseases. To take care for them a Medical Officer or Health Visitor is available at the campus at least once in a week.

- Canteen

The campus has a canteen that provides food at a subsidized rate. Since our college is located in a remote area the only provision to obtain good food at reasonable price for the staff and students is our canteen.

Canteen committee:

Coordinator: Dr.V.Wilsanand

Members: Sri. Preejith.M.P

Smt.Uma Govind

The canteen Committee takes measures to ensure the quality of food and services provided in the canteen and cafeteria.

- Recreational Space

The college has audio and video facilities and a digital lab which is used as a mini home theatre. Short films, tele-films and informative films are shown to the students under the auspices of the Film Club. Students make use of the playground as cricket ground, football ground and Volley Ball court. Facilities for indoor activities such as weight training, chess, caroms etc. are provided in the Physical Education Department.

- Safe Drinking Water Facility

Two water purifiers are provided, one in the main block and the other in the library block. A bore well, one open well and a rain water harvest tank ensures the constant supply of water throughout the campus. We have two water tanks with a capacity of 4000 liters and 8000 liters which ensure good quality water supply in the campus.

- Auditorium

The college has an Auditorium that can accommodate around thousand students. It is also used as multi- utility space for extra-curricular activities and other recreational events.

- Co operative Society

Since our College is located in a rural area, the Cooperative Society provides immense help to our students. The Society provides stationary items, office items, books, records

and sweet items at discounted rate. The stationary items required by the college office and the departments are also purchased at the Cooperative Society.

The UG girl students have to wear uniform on all working days except Wednesday. The dress materials are provided at a reasonable rate at the beginning of each academic year.

▪ **Hostel Committee**

Chief Warden: Dr. G. Hariprakash (Principal)

Deputy Warden: Smt. K. Vanaja

Convener: Dr. V. Wilsanand

Members: Dr. Nishi R

Smt. Dhanya R

Smt. Valsala K.G

Sri. Preejith M P

Activities Planning Forum:

Coordinator: Smt Vidya.K

Members: Smt. Sophia D.G.

Smt G. Bindu

Planning is a rational action: deciding in advance what, where, when, how and by whom it is to be done. This is basically a process of “thinking before doing”. In this era of knowledge management, higher education institutions should be equipped with the latest global development thinking. Our college has great obligation to discharge our professed social responsibility through meticulous planning. This Committee undertakes the over all planning of the activities in the campus.

11. Discipline Committee :

Coordinator: Sri. N. S. Rajendran

Members: Sri. Preejith. M. P

Sri. Devadas.V

Dr. V. Wilsanand.

The discipline in the campus reflects the rich social and cultural values, which the college community cherishes. The Discipline Committee in collaboration with other welfare units facilitate and maintain the discipline in the campus.

4.2 Library as a learning resource

4.2.1 Library Advisory Committee

The institution has a well stacked library. There is a Library Advisory Committee. It is constituted with the intention of monitoring the functioning of the library. It is the responsibility of the Committee to monitor purchase of books to the library and to provide all possible innovations wherever necessary. The present Committee consists of the following members :

1. Principal (Chairman)
2. Librarian (Secretary)
3. Heads of Post Graduate Department
4. Two research guides
5. Representative of Teachers
6. Representative of Ministerial staff
7. Representative of Students

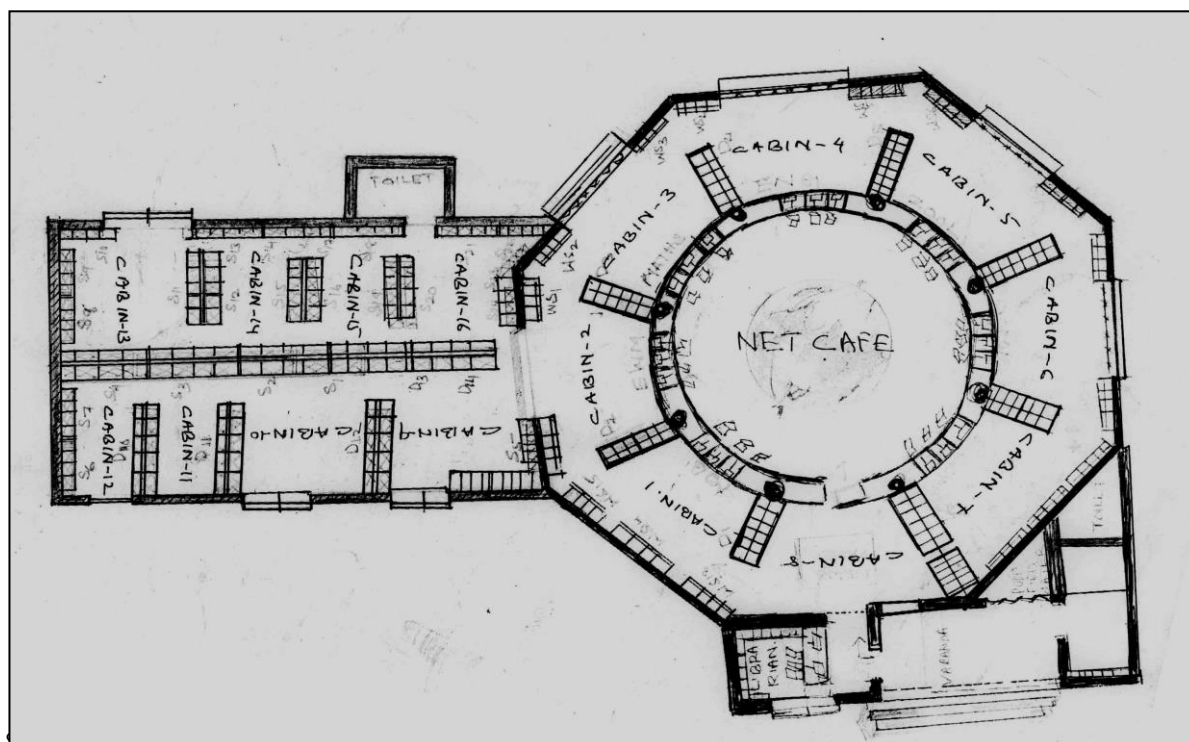
The committee gives directions and recommendations on all matters related to the organization and services of the college library. The request for the purchase of books by the departments are evaluated and recommended by the Library Advisory Committee for implementation.

Access to library materials is open to all the users, including the staff and the students. The prime source of e-journals is the N-List offered by INFLIBNET to which this institution is a subscriber. Library provides full time internet accessibility to the students. There are twenty two computers, one laser printer (scan, copy, print), and one dot matrix printer in the library.

4.2.2 Physical facilities of Library

1.	Total area of the library	250 square meters
2.	Total seating capacity	60 numbers
3.	Working hours	09:00 A.M to 05:00 P.M (Except Holidays)
4.	Lay out of the library	Copy attached below

GENERAL LIBRARY SKETCH



4.2.3 Library Budget

Every year we purchase the latest books using various funds available. Since majority of our students belong to economically poor families, our first preference goes to purchasing of text books so that the students can make use of them according to their needs. The matters pertaining to purchase of books is initially discussed in the College Council meeting in which the total amount to be spent for the purchase of books and the amount allocation for the various departments are decided. The departments then submit the request for the same, along with the list of books, to the Principal. The Advisory Committee then sorts the lists and forwards them to the book houses, placing orders for the same. In the current year we subscribed to more than 30 journals and reference materials. Books are usually purchased using UGC fund as well as PD Account fund.

Library holdings and amount spent for the last four years

Library holdings	2010-2011		2011-2012		2012-2013		2013-14	
	Number	Total Cost	Number	Total Cost	Number	Total Cost	Number	Total Cost
Textbooks/ Reference books	285	76,316	2202	5,20,380	713	1,91,064	779	223893
Journals/ Periodicals/ News Papers	22	13,228	23	13,206	29	21,449	34 22 08	51500
e-resources					INFLIB NET	5000	INFLIB NET	5000
Any others								
Total	-	89,544		5,33,586	-	2,12,513	-	280393

List News papers subscribed in the Library

Sl. No	Name of the News Paper
1.	Mathrubhoomi
2.	Malayala Manorama
3.	Kerala Koumudi
4.	Desabhimani
5.	Madhymam
6.	The Hindu

7.	The New Indian Express
8.	The Business Line

List Periodicals subscribed in the Library

Sl. No	Name of the Periodicals
1.	Thozhil Vartha
2.	Thozhil Veedhi
3.	Mathrubhoomi Azhchapathipu
4.	Mathrubhoomi Sports Varika
5.	Karshakasree
6.	Fast track
7.	Dhanam
8.	Madhymam Azhchapathipu
9.	Vanitha
10.	Sampadyam
11.	Bhashaposhini
12.	Arogya masika
13.	Ottamooli
14.	Sandesam
15.	Yathra
16.	Mathruvani
17.	Yoganadam
18.	Gurudevan
19.	Competition Affairs
20.	The Week
21.	New (N) More

22.	Careers 360
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List Journals subscribed in the Library

Sl. No	Name of the Journals
1.	Current Science
2.	Journal of Bio Science
3.	ISDA Journal
4.	Journal of Science, Technology & Management
5.	Journal of Genetics
6.	Business India
7.	Litcrit
8.	Down to Earth
9.	IAS- Sadhna (Engineering Science)
10.	IAS – Pramana(Journal of Physics)
11.	Indian Journal of Mathematics
12.	IAS- Resonance- Journal of Social Science
13.	IAS- Journal of Astro physic & Astronomy
14.	Indian Journal of Finance
15.	Indian Journal of Marketing
16.	The Journal of English Language Teaching
17.	The Indian Journal of Economics
18.	PC Quest
19.	Open Source
20.	IAS – Mathematical Science(Proceedings)
21.	The Asian Economic Review
22.	Bulletin of Material Science

23.	Journal of Chemical Science
24.	Journal of Earth system science
25.	C.E.C. News
26.	Education World
27.	Literary Criterion
28.	University News
29.	Indian Journal of Traditional Knowledge
30.	Indian Literature
31.	Research Journal of Pharmacology & Phytochemistry
32.	Indian Journal of Gender Studies
33.	Karal Jyothy
34.	Sangrathan

4.2.4 Details on the ICT and other tools deployed to provide maximum access to the library collection

- **OPAC** : In proposal
- **Electronic Resource Management package for e- journals:** we have facilities for using N-List of INFLIBNET, NPTEL.
- **Federated searching tools to search articles in multiple database** : Nil
- **Library Website** : Nil
- **In house /remote access to e-publications** : Through personal ID provided by N-List
- **Library automation:** The library is fully digitalized.
- **Total number of computers for public access** : 10
- **Total number of printers for public access:** One, with multi function (Scan , Copy, Print)
- **Internet band width** : 2 Mbps
- **Institutional Repository** : Yes
- **Participation in Resource sharing network /consortia:** Through personal ID provided by N-List, NPTEL.

4.2.5 Usage of Library

Sl. No.	Particulars	Number
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1.	Average number of walk - ins	70 per day
2.	Average number of books issued/returned	35 per day
3.	Ratio of library books to students enrolled	23:1
4.	Average number of books added during the last three years	1232 per year
5.	Average number of login to OPAC	Nil
6.	Average number of login to e-resources	10 per day
7.	Average number of e-resources downloaded	15 per day
8.	Number of information literacy training organized	11 per year

4.2.6 Specialized services provided by the Library

- **Reference:** There is provision for carrying out reference work related to different subjects, dictionaries and encyclopedia.
- **Reprography:** Reprography facility with printer copier, scanner is available in the library.
- **Information deployment and notification:** New arrivals are displayed on the arrival rack, and all the books are properly indexed and catalogued. Students and teachers can easily access books and periodicals.
- **Download:** Wide range download facility is available in the library.
- **Printing:** A multipurpose laser printer (Scan, Copy & Print) is provided in the library.
- **In built reading list/ Bibliography:** Computer facility is an added boon in the digitalization of the library.
- **In house/remote access to e-resources:** Internet facility ensures direct access to e-resources. Besides, students and teachers can also access the digital resources available in the library.
- **User Orientation and awareness:** Students are supported and assisted to get the information they require from the library such as using INFLIBNET, NPTEL etc.
- **INFLIBNET/IUC facilities:** INFLIBNET facility is available to the students and teachers with individual ID for staff & P.G. Students.

4.2.7 Support provided by the Library Staff

1) Information Support

2) Book reservation facility

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3) Search and location assistance for printed as well as e-learning resources through N-List and other educational web-sites.

4) Reprographic facility

5) Scanning, printing and CD writing

4.2.8 Special facility for physically challenged student

Students with mobility impairment are allowed to receive the needed books from the library without coming to library, on production of the library card. We have submitted the proposal to UGC for library facility for the visually challenged and other physically challenged students

4.2.9 Feedback Mechanism

The main source of feedback related to library facilities is the students and teachers who visit the library regularly. Suggestions for improving the existing facilities as well as details of any inconveniences faced and inadequacies observed are brought to the notice of the Advisory Committee and the Principal who takes appropriate measures to rectify the same.

4.3 IT Infrastructure

4.3.1 Computing facility available at the institution

The College provides computing facility to the students, the faculty and the staff with the sixty and odd computer systems having internet connectivity and equipped with allied accessories.

Number of computers with configuration

Sl. No	Purchased under the Scheme	Configuration (BRANDNAME/ SPECIFICATION/ RAM/ HDD)	Total Numbers
1.	General Development Grant(UG)	WIPRO/ CORE I3 2010/2 GB /500 GB	2
		KELTRON/INTEL DUAL CORE E5300/ 2 GB/160 GB	4
		WIPRO/DUAL CORE 2.2/1 GB/160 GB	5
		WIPRO/CORE I 3 /2 GB/ 500 GB	1
2.	Additional Assistance Grant	WIPRO/PDC E6500 2.93 GHZ/1	1

		GB/320 GB	
		WIPRO/DUAL CORE LAPTOP/2 GB/320 GB	1
		WIPRO/PDC E6500 2.93 GHZ/1 GB/320 GB	11
		ACER/ INTEL CORE i3/4 GB/500 GB	28
3.	Major Research Project	COMPAQ/HPF380/1 GB / 160 GB	1
4.	Remedial Courses	HCL/ CORE 2 DUO/ 1 GB/ 320 GB	1
5.	Coaching classes for entry in service	WIPRO/ CORE B 2010/ 2 GB/500/ GB	1
		WIPRO/CORE I 3 /2 GB/ 500 GB	1
6.	Career and Counseling cell	WIPRO /CORE I3 /2 GB/320 GB	3
		WIPRO /CORE I3 /2 GB/320 GB	2
7.	Establishment of UGC Network Resource Centre	WIPRO/PDC E6500 2.93 GHZ/1 GB/320 GB	2
		WIPRO/I 3 2.93 GHZ/ 2 GB/320 GB	3
8.	Coaching classes for NET/SET	WIPRO/ CORE B 2010/ 2 GB/500/ GB	1
9.	Backward area Scheme	WIPRO/ CORE I 3/2GB/500 GB	1
		KELETRON/INTEL DUAL CORE E5300/ 2 GB/160 GB	2
		WIPRO/DUAL CORE 2.2/1 GB/160 GB	5
10.	M.P. fund	ACER/AMD-FX 4100 3.9 GHZ/ 4 GB/500 GB	10
11.	P.D Account	ACER/ AMD 2 GB/160 GB HDD	1
	Total		86

Computer Student Ratio	1:11
Stand alone facility	18
Lan facility	68
Wi-fi facility	02
Software available	Corel draw, Page Maker, Latex, Tex Maker, Office – 2008, Python, Mathematica, Matlab, C, C++, SPSS, Statistica, Curve expert, Tally, Orell, Ubuntu, Windows Xp, Windows 7, Kasprowski- antivirus, Spark.
Number of Nodes/Computers with internet facility	12 NME- VPN connections and one broad band connection. Almost all nodes are connected with internet facility

4.3.2 Computer and Internet facility on Campus & off Campus.

Free internet and computer access is available to the staff and the faculty during the college hours. At present Wi- Fi facility is available only in limited areas in the campus. We have plans to provide Wi-fi facility in the entire campus.

4.3.3 Plan and Strategies Deploying & Upgrading the IT infrastructure

i) Since the College is located in a rural area, presently the speed of our internet facility is very poor. So in the coming years we are expecting higher specification facility for data transmission.

ii) Computer student ratio to be reduced to 1: 8

iii) All P.G. Classes to be ICT enabled

iv) Entire campus to be Wi – Fi enabled

v) EDUSAT facility to be provided

4.3.4 Annual Budget for procurement and maintenance of computers

In the past four years we purchased computers and allied accessories optimally from allocated funds. We have purchased the items with the latest configuration from reputed companies which provide free service during warranty period. So, at present, only a negligible amount need be spent for maintenance.

Details of budget for procurement and maintenance of computers:

Year	Procurement		Maintenance		Total (Actual)
	Budget	Actual	Budget	Actual	
2008-2009	1,50,000	1,43,000	3000	2000	1,45,000
2009-2010	3,75,000	3,69,396	5000	6000	3,75,396
2010-2011	7,00,000	6,83,581	20,000	19,950	7,03,531
2011-2012	12,00,000	10,72,180	25,000	25,875	10,98,055
2012-2013	2,50,000	2,24,934	20,000	20,575	2,45,509
2013-2014	1,50,000	1,42,300	25,000	23,500	1,65,800
Total	28,25,000	26,35,391	98,000	97,900	27,33,291

4.3. Extensive Use of ICT

Teachers in the institution use ICT facility to improve student learning outcomes, to enhance achievements and to extend interactions. Technology has empowered our teachers and they make extensive use of ICT resources. These are utilized for teaching as well as accessing e-content and virtual lab facility in class rooms. For example our Botany Dept., Commerce Dept. and Mathematics Dept. are effectively using interactive board and LCD projectors. For developing communication language skills we have a Language Lab with all modern facility.

The department of English utilizes ICT enabled teaching to familiarize the students with world renowned plays.

4.3.6 Learning activities – student centered with example

In restructuring the curriculum, we are in the process of transmission from teacher centric to student centric learning. Our teachers are trying to motivate the students and ensure their participation in the student centered teaching-learning process. In the Department of Mathematics, using NPTEL, the classes handled by IIT professors which are freely available in the network, are demonstrated by the students themselves. In Analytical Geometry, Algebra, Calculus, Vectors etc., related to the syllabus, are allotted to the students for paper presentations. Students present them with the help of ICT. Most of our science departments conduct exhibition cum workshops in different areas. As per the regulations of the university, internal examination pattern envisages one of its components to be Assignment and the other one to be Seminar. In both these activities the teacher acts as a facilitator, helper, guide, coach and an assessor.

4.3.7 National knowledge Network connectivity

12 VPN connections have been set up for availing the National knowledge Network connectivity. We are also using the facility provided by INFLIBNET, NPTEL etc. We are planning to host EDUSAT facility. At present the connectivity speed provided by BSNL is very poor, so we are unable to bring forth online learning effectively.

4.4 Maintenance of campus facilities

4.4.1 How is the budget optimally allocated and utilized?

In order to ensure optimum utilization of financial resources, the budget is prepared carefully prioritizing the requirements. The College Council studies and monitors each and every existing facility and those to be provided. Since our major source of funds are different funding agencies like UGC, Higher education Council, Management, P.D. account and P.T.A, the Council is vigilant about the effective maintenance of campus facility. The College Council puts forward the necessary maintenance requirements of the college; such matters are recommended to the Regional Development Council (RDC) constituted by our manager. The members of the RDC meet periodically and discuss every problem in detail and take the necessary steps for the smooth functioning of our college. Besides this, our manager also undertakes periodic visit to our college and gives the necessary directions to provide the maximum facilities and carry out maintenance work wherever necessary.

The statement for the expenditure of last four years is given below.

Head	Year	Amount of Allocation	Amount Utilized
Building	2009-2010	60,00,000	43,00,000
	2010-2011	18,00,000	33,50,000
	2011-2012	5,00,000	4,85,000
	2012-2013	90,000	75,000
	Total	83,90,000	82,10,000
Furniture	2009-2010	1,25,000	1,35,000
	2010-2011	2,50,000	2,80,000
	2011-2012	8,00,000	8,50,000
	2012-2013	60,000	50,000
	Total	12,35,000	13,15,000
Equipment	2009-2010	1,55,000	1,54,697
	2010-2011	7,80,000	7,82,622
	2011-2012	16,50,000	16,32,304
	2012-2013	2,25,000	2,13,166
	Total	28,10,000	27,82,789
Computers	2009-2010	3,75,000	3,75,396
	2010-2011	7,00,000	7,03,531
	2011-2012	11,00,000	10,98,055
	2012-2013	2,50,000	2,45,509
	Total	24,25,000	24,22,491
Any other (General electrical maintenance, water facility & others)	2010-2011	60,000	60,774
	2011-2012	1,20,000	1,19,560
	2012-2013	50,000	46,127
	Total	2,30,000	2,26,461
Grand Total		1,50,90,000	1,49,56,741

4.4.2 Maintenance and upkeep of the infrastructure

At the close of every academic year, the College Council submits a representation to the local management, specifying the immediate civil works needed in the building, class rooms, etc. During vacation, the management initiates the repairing works and takes steps to meet the requirements of the institution. The major components of our equipment are computers and ICT accessories. Since most of them have been purchased during the last two years, all the maintenance is supported by the company itself. We provide AMC for 20 K.V. generator for smooth flow of electricity. The mechanic of our college monitors the functioning of the various gadgets and equipment in the institution. In case of any malfunction is observed, it is reported to the Principal and rectified as early as possible with the financial support from the P.T.A and the Management.

4.4.3 Calibration and other precision measures for the equipment/instruments

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We have work-arrangement with local service providers to service, calibrate and repair the several types of equipment once in a year. If an instrument becomes unserviceable within its service warranty period, naturally it is returned to the suppliers for calibration service or replacement.

4.4.4 Location, upkeep and Maintenance of sensitive equipment

In the past years, a lot of problems due to low voltage, voltage fluctuation & power failure were experienced frequently. Complying with our repeated requests, the KSEB installed a transformer which has resolved the voltage problem to an extent. Utilizing the UGC fund, a 20 K.V. generator was purchased for eliminating sudden failure of electricity. Besides this, three 3 K.V. online UPS, stabilizers and different kinds of UPS for the various highly sensitive equipment have been installed. The problem of water scarcity was overcome by digging a new bore well. Four high capacity water tanks and two water purifiers with coolers ensure constant supply of pure drinking water.

This institution always plans ahead to ensure that its infrastructure development keeps pace with its academic growth and that the available infrastructure is optimally used. Additions are made and existing ones are improved whenever need arises.

CRITERION V: STUDENT SUPPORT & PROGRESSION

5.1 STUDENT MENTORING & SUPPORT

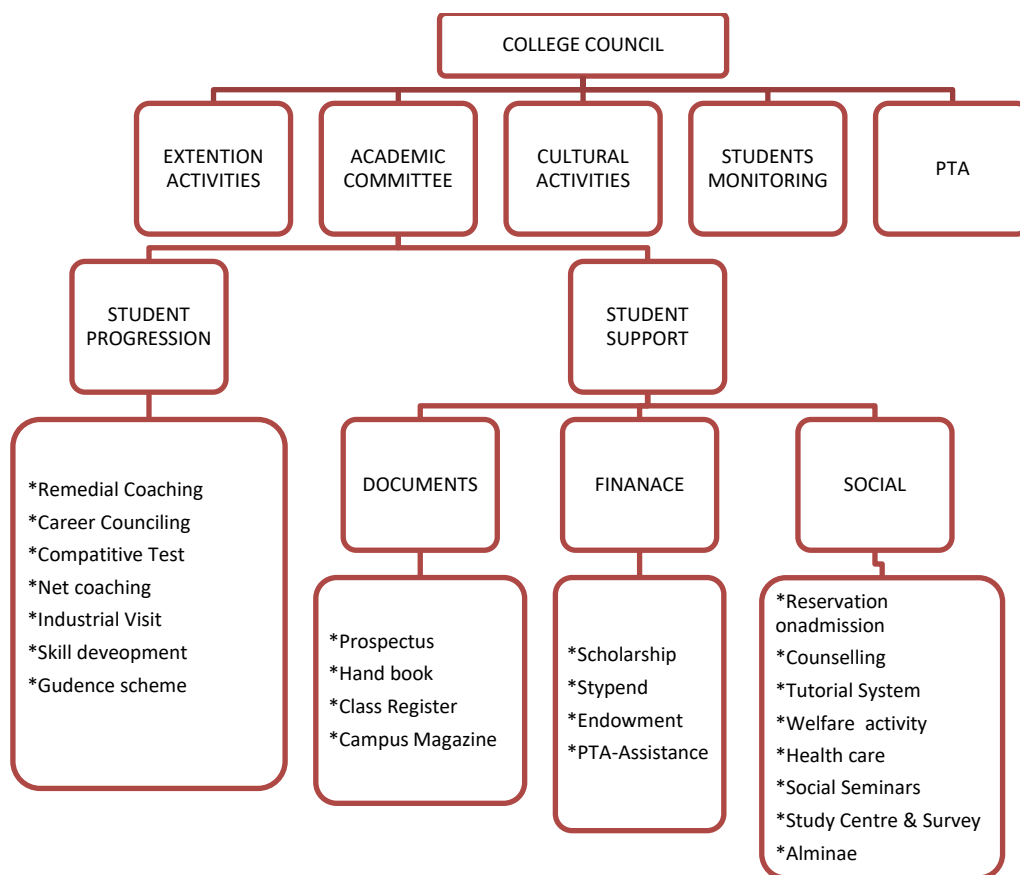
Our institution trains the youth, inculcating self- confidence, initiative and leadership qualities in them and it aims at moulding them as competent citizens. The college is situated in a rural place and most of the students are from economically poor families. Many programs such as Book Bank System and Remedial Coaching Classes ensure learning assistance for economically backward students.

Our college provides Skill Development Programmes like ASAP, a government venture; computer added learning; coaching classes for competitive exams like PSC and NET/SET. Successful opportunities for bettering communication skill in English language are provided through the use of Language Lab. The various clubs functioning in the college such as Literary Club, Nature Club, Quiz club and Film Club give ample opportunities for skill development. In addition to this the college offers add-on courses, one in Horticulture and Nursery Management and two in Hindi language and literature. These courses are designed in such a way that the students attain vocational competence and skill advancement.

Our institution has an effective student mentoring system to identify slow learners and to impart all necessary assistance for their academic progress. Every year meetings of the Manager with the Principal are held to review the result of UG and PG programmes. Areas where improvement is required are identified and remedial measures are carried out.

❖ **Support and progression**

Students of this college are mentored by various administrative heads .All students are guided by job-oriented training and placement .Along with class room training they are also given Psycho social Counselling ,Physical training, ,carrer guidance coaching about information from government, scholaships , welfare policies and up to date University intimations .The details of the support given by the institution to the student is shown in the following chart.



5.1.1 Does the institution publish its updated prospectus/handbook annually? If 'yes' what is the information provided to students through these documents and how does the institution ensure its commitment and accountability?

All information regarding admission processes, courses offered, fee details, rules and regulations of the college, student support system available, discipline, etc. are provided to the students through the updated prospectus and the college calendar.

❖ **Prospectus**

The prospectus of the college is prepared by the Academic committee and admission committee with the consultation of the Curriculum monitoring Committee. It is updated every year as per the norms of the University and Government. It consists of particulars like Vision, Mission, motto details of courses offered, eligibility and facility available.

❖ **Handbook**

The hand book & calendar of the college contains all the information required for the students for a smooth and effective college life, It includes

- The mission
- The full faculty details

- Details of the programmes offered
- College Bye-laws (Rules and regulations)
- Welfare service of the college (Scholarship)
- Co-curricular ,extra curricular and extension programmes

5.1.2 Specify the number and amount of institutional scholarships/freeships given to the students during the last four years and whether the financial aid was available and disbursed on time?

During the last four years four scholarships and two endowments were provided to the students. Selection is made on the basis of merit as well as income. The details of the last four years are furnished below. All the scholarships and other financial assistance from UGC and State Government were disbursed to the eligible students through their personal bank account, immediately on receipt of the amount from the funding sources.

Year	Type of scholarship	No. of students	Amount (in Rs.) (central govt.)	Total of each year (in Rs.)
2008-09	KSSJM	2	10,000 x 2 = 20,000	39,370
	Muslim Girls	1	3000	
	Fisheries	-	-	
	Lakshadweep	1	16,370	
	Total	4	39,370	
2009-10	KSSJM	10	10,000 x 10 = 1,00,000	1,81,260
	Muslim Girls	3	3000 x 3 = 9,000	
	Fisheries	2	6780 7100	
	Lakshadweep	4	11,160 11,920 x 3 = 47,220	
	Total	19		
2010-11	KSSJM	-	-	90,000
	Muslim Girls	2	10,600 16,500	

	Fisheries	2	9820 6440	
	Lakshadweep	4	11,720 11,640 x 3 = 34,920	
	Total	8	90,000	
2011-12	KSSJM	1		2,63,920
	Muslim Girls	-		
	Fisheries	-		
	Lakshadweep	8		
	Travel Allowance		99,900	
	Boarding Allowance		44,500	
	Total		2,63,920	
2012-13	KSSJM	2	2 x 4000 = 8000	98,960
	Muslim Girls	8	8 x 3000 = 24,000	
	Fisheries	-	-	
	Lakshadweep	6	11,160 x 6 = 66,960	
	Total	16	98,960	
2013-14	Muslim Girls		8 x 3000 = 24,000	90,960
	Lakshadweep		11,160 x 6 = 66,960	
	Total		90,960	
GRANT TOTAL				729030

5.1.3 What percentage of students receives financial assistance from State Government, Central Government and other national agencies?

About 80% of our students avail financial concessions from the State Government. Support facilities for students belonging to SC/ST/OBC and other economically weak sections are

also provided so as to facilitate their further education and to enable them to reach on par with their privileged counterparts. About 20% of the total number of students belongs to SC/ST category, 58% to OBC, and 1% to the general category.

5.1.4 What are the specific support services / facilities available for:

- ✓ **Students from SC/ST, OBC** - Students belonging to SC/ST and OBC are provided with fee concessions. Special attention is given to them with regard to their studies. For this extra coaching is rendered through remedial classes.

Support services/facilities.

❖ Economically and socially weaker section.

- ✓ Reservation stipulated by the government is strictly adhered and full free scholarships , mark-relaxation for admission ,stipends', free career and progression coaching, free books are made available to students from SC/ST ,OBC and economically weaker sections.
- ✓ The institution made much effort to disseminate all information regarding these to the target group.Public announcement is made about the support facility.A notice regarding this is displayed in the notice board and the read in, all classes .
- ✓ Free career coaching, fee concession, waiver of PTA fund contribution, medical help are arranged to economically weaker and other backward community students.
- ✓ Assistance from PTA fund is also available to those students irrespective of caste, whose family income is very low.

- ✓ **Students with physical disabilities** are given admission as per government rules. All efforts to make them comfortable in the campus atmosphere are taken. Provision for extra time during examinations is rendered to them. Class rooms and library services are brought down to the ground floor for their convenience.

- ✓ **Overseas students** – There are no overseas students at present in the college.

- ✓ **Students to participate in various competitions, National and International** –Ample support and encouragement is given to students who qualify to participate in various competitions. We also provide financial assistance like TA/DA from the PTA Fund for the participants of sports and cultural activities, held outside the college, by academic and other agencies.

Details of assistance to differently abled students

- ✓ As per government norms, one seat in each discipline is reserved for students with 40% physical disability.

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- ✓ Modification in time table , to provide them accessible class rooms and convenient seating.
- ✓ Modify the teaching methodology to suit the learner.
- ✓ Counseling, guidance and moral support.
- ✓ Scribe facility for blind students.

The vital role of the institution is to integrate socially, economically, especially physically backward class with main stream as independent, empowered contributing citizens of the country.

To achieve goal of the institution the backward students are signed out according to their disability .Information's and assistance reagarding various scholarship for these students are provide in time.

Competitions monitoring committee

A competition monitoring committee is engaged in this college .This committee provide information about the competitions inside and out side the college. All encouragement is provided for students to participate national and international competitions.

Loudable acheivements are apploaded by the college , Mentoring, guidance and training are given to students by the specially selected experts.

- ✓ **Medical assistance to students: health centre, health insurance etc.** - There is a Health Club in the college. Health awareness programmes are conducted by NSS, NCC, Health Club and Women's Forum. Blood Detection Camps and Anti- Drug Addiction Programmes are conducted every year, in collaboration with Health and Excise Departments. Besides this, the Departments of Zoology, Economics and Microbiology conduct health awareness programmes.

There is a health care centre and health club in the institution .The centre caters to the health needs of both students and staff of the college. A fully qualified doctor and health visitor is available on call .All students have a free medical check-up every year.

As a part of the special care to the hostel students, Yoga, special health care centre is also provided for them seperately. A sick room is also attached with the hostel.

There are hospitals and dispensaries with in 4 km of the college.

- ❖ Different clubs and study centres are constituted in the college to enrich the academic and extra academic skills of students . Which is enlisted in the college hand book. Each club has a convener/coordinator and two committee members from the faculty

- ✓ **Organising coaching classes for competitive exams-** The college conducts UGC sponsored coaching classes for PSC, NET/SET examinations, as well as the coaching

classes for bank recruitment tests and UPSC tests which are volunteer service by the faculty.

- ✓ **Skill development**- Coaching is also given to enhance communicative skills in English and Hindi. The respective departments arrange such classes after the college hours. Opportunities for improving communication skills are also provided through a State Government venture, ASAP. The Language Lab provides scope for increasing competency in English language. There is a computer lab with internet facility which
- ✓ helps in enhancing the skill in using modern information technology. We follow a card system which facilitates access to the internet at a nominal charge. More over under the Chief Co-ordinatorship of Dr.A.A.Haseena Beevi the following seven committees are organized to provide an excellent support for healthy, peaceful, academic enhancing atmosphere in the campus.

. Students Support and Progression :Chief Coordinator –Dr.A.A.Haseena Beevi

1. Alumni Association :Coordinator-Smt.R.Krishanprabha

Members (1)Sri.V.Devadas(2)Smt.Remya Rajan.E,(3)Smt.Nithya jayan.

2. Award Committee: coordinator-Sri.K.Sankaran

Members (1) Smt.Prajeena.P,(2)Dr.Nikhil.V

It aims at finding sponsors and conducting award functions to honour the outstanding students of various disciplines.

3. Co-operative society:Organizing secretary-Sri.Preejith.M.p

Members(1)Smt.Remya Rajan.E.(2)Sri.Sajith.S.J.Sasi

The objective of the society is to make a available then stationary and other educational accessories to the College community.It functions from morning to evening on all working days.

4. Entrepreneurship Development Club:Coordinator-Smt.G.Bindu

Members(1)A.S.Priyanaka(2) Smt.Shyama.M.K

Govt.of Kerala order to organize EDC in every Higher educational Institutions to inculcate an entrepreneurial attitude among the students. Industrial and Collegeiate Education Departmets jointly supervise the activities of EDC's .A unit of EDC is functioning in the College.

5. Health Education Club : Coordinator - Arathy Sasikumar

Members(1)Smt.Resmi(2)Smt.Divya.R

Maintenance of physical and mental health is an important parameter for the survival of the human being and also for the construction of healthy nation.To serve the above purpose, a health club is functioning in the campus. It also aims to give necessary health awareness to the students. It conducts medical inspection programmes and health camps.

6. Class wise Parent Teacher Meetings: In charge Respective Tutors

Coordinator: Sri.N.S.Rajendran

Members: (1)Smt.Nisha.K.J(2) Smt.Shima.N.M

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Each Department convenes semester wise parent teacher meetings to exchange views on students performance ,their weakness and strength .Such meetings improve the general performance of the Departments and the college.

7..Parent teacher Association:President :Principal(Dr.G.Haripraksh)

Secretary :Sri .Preejith.M.P

Vice President :Sri.Narayanan

Executive members :Teaching representatives :

- a) Smt.K.vanaja,Dept.of Mathematics
- b) Dr.V.Wilsnand,dept. of Zoology
- c) Smt.g.Bindu,dept.of Commerce
- d) Dr.r.Bindu.Dept.of Botany

Parent Representatives:

- a) Sri.Rajendran
- b) Smt.Beena Kuttan
- c) Smt.Baby

A parent teacher Association is functioning in the college with Principal as president . The PTA aspires for co-operation and participation of parents in full measure in the all round development of the College.Parental Co-operation in creating a healthy campus atmosphere is of utmost importance. The active PTA functioning in the College comprises a Secretary from among the Teachers and Vice President from among parents .An executive committee of eight members and general body consisting of all parents and teachers meet occasionally for the healthy and peaceful functioning of the College.

The PTA has been playing an active and important role in the growth and development of the college.It has been providing basic amenities like pure drinking water, developing infrastructural facilities, supporting financially backward students , encouraging meritorious students, supporting sports activities,distributing free mid-day meals, on all the working days to the needy students etc. The financial burden of several academic and other activities were also borne by the PTA.

)Smt.Nisha.K.J(2) Smt.Shima.N.M

Each Department convenes semester wise parent teacher meetings to exchange views on students performance ,their weakness and strength .Such meetings improve the general performance of the Departments and the college.

- ✓ **Support for “slow learners”-** Our College has an effective student monitoring system to help slow learners. Each class has a tutor whose responsibility is to help the slow learners in addressing the difficulties encountered in the learning process. Students identified as slow learners are given special coaching through remedial classes.
- ✓ **Exposure of students to institutions of higher learning/corporate/business house etc.**

In order to provide exposure to institutions of higher learning, the students of this institution are given opportunities for participating in the seminars and workshops held at other institutions. They are also provided opportunities for visiting corporate companies, business houses, media institutions and so on during field visits and study tours.

Details of some of the field visits conducted are provided below:

- The Department of English undertakes visits to media establishments like Mathrubhumi, Kerala Kaumudi, ACV, UTV, Club FM Radio Station, Doordarshan, and All India Radio.
 - The Department of Environment & Water Management conducted field visits to environmentally significant spots like Parakkattukavu, Parambikulam Tiger Reserve, Nelliampathy hills, ESAF Nursery, Mannuthy, IRTC Mundur, and Silent Valley. The students conduct trekking trips to Peafowl Sanctuary at Chulannur. Besides these short trips, they were also taken on a study tour to Lakshadweep.
 - The students of the Department of Commerce and members of Entrepreneur Club set forth on a visit to Aqua Culture & Ornamental Fisheries, Pullode, Thrissur. In addition to this the students also get opportunities to interact with people who are experts in their respective fields of activities.
- ✓ **Publication of student magazines-** A College Magazine showcasing the creative and literary talents of the students is published at the end of every academic year under the supervision of a student editor and a staff editor. Apart from this, there is a wall magazine “SAHITI”, in which the creative talents of the students are displayed. The literary club also publishes hand written magazines.

5.1.5 Describe the efforts made by the institution to facilitate entrepreneurial skills, among the students and the impact of the efforts

The Add-on course on Horticulture & Nursery Management is a curricular aspect intended for developing entrepreneurial skill in the students. There is an Entrepreneurship Development Club in the college, where also students benefit with entrepreneurial information through classes, interactions and problem solving sessions. Entrepreneur Awareness Camps for science stream students, in association with KITCO Consultants, Department of Science and Technology, and National Science and Technology Entrepreneurship Development Board are also conducted. The club also facilitated the students of VI semester classes to attend job fairs conducted by Microtec Events and ICEEE, Ernakulam and campus recruitment programme at Nehru College of Engineering and Technology, Lakkidi. A few students attended one-day seminar on Entrepreneur Development organized by District Industries Center, Palakkad. Regular talks on topics like Motivation, Personality Development etc. are conducted by the club.

5.1.6 Enumerate the policies and strategies of the institution which promote participation of students in extra- curricular and co-curricular activities such as sports, games, quiz competitions debates and discussions, cultural activities etc.

The institution gives utmost emphasis on promoting participation of students in extracurricular and co-curricular activities like sports, cultural activities and competitions with a view to enhance their multifarious creative talents. Our students excel in the field of sports and games and also in cultural activities. Youth festivals are conducted every year to give the students opportunities for showcasing their talents. The best are selected and made to participate in zonal and university level competitions. Financial assistance such as TA and DA is provided from the PTA fund. Classes missed are compensated through special coaching sessions in person whenever required. Condonation of attendance for these days is carried out. Re-examination in internal examinations is held for the students who represent the college in various arts and sports competitions.

The Department of Physical Education in the College caters to the special dietary requirements, sports uniform and materials, and all accessories.

The activities of the clubs are introduced the following deliberations and discussions regarding the nature ,execution, fund and outcome .

Every year each club have an inaugural section .Various programmes or competitions conducted by the clubs are announced through public announcement system and displays on notice board.Students from all departments are represented in the organized clubs. The clubs provide immense opportunities for the over all development in physical, mental and academic level.

5.1.7 Enumerate on the support and guidance provided to the students in preparing for the competitive exams. Give details on the number of students appeared and qualified in various competitive exams such as UGC-CSIR-NET, UGC-NET SLET ATE/CAT etc.

To groom the students to prepare for competitive examinations, UGC-sponsored coaching classes for NET/SET examinations were started in 2010. The classes were started with the objective of preparing the students belonging to SC/ST/OBC to qualify in these examinations so as to make them eligible for attaining teaching jobs in Higher Secondary Schools and in Colleges, as well as to orient the students towards pursuing research work in their respective subjects. Further, our faculty assists the needy students with coaching for bank recruitment tests and UPSC tests.

There is also provision for conducting intensive coaching for PSC examinations through UGC sponsored schemes. The details of the progress of the students who availed the coaching facility from the College in the various competitive examinations are given below.

Year	No.of	No:	of	No. of	
------	-------	-----	----	--------	--

	candidates enrolled	candidates appeared		candidates passed	
	NET		GATE	NET	GATE
2010-11	40	10	5	4	0
2011-12	25	5	0	0	0

5.1.8 What type of counseling services are made available to the students (academic, personal, career psycho-social etc.)

The college has an efficient Tutorial System for providing personal attention to the students. Tutorial meetings are conducted regularly. Every batch has a tutor who is entrusted with the responsibility of looking after all the academic requirements of the students. The tutor develops personal rapport with each student through informal meetings which provide wide scope for addressing the student’s personal and academic problems privately. The tutor renders a patient hearing and provides help or advice, as required under the circumstance. Extreme cases are forwarded to the College Counseling Centre.

5.1.9 Does the institution have a structured mechanism for guidance and placement of its students?

Yes.

Ample guidance is provided to the students in this respect. Programmes aimed at providing information about career opportunities and those provide training to face interviews are conducted every year. Programmes on Personality Development and motivation, Communicative skills, etc. render tips on how to face interviews. There is a Career Guidance and Counseling Cell functioning in the college. The Cell offers information about various job opportunities available. Information about competitive exams is displayed on the college notice board. Students are made to attend classes on legal literacy, programmes conducted by NSS, NCC, Women’s Forum, and so on to enable them to get a wholesome idea about the nuances of life, make them conscious of their rights and privileges, and turn them into strong – willed individuals. The club organizes lectures and workshops on Personality Development and Communication Skills by experts so as to orient the students towards various careers. Training in Spoken English and programmes like Success Manthra were conducted. The beneficiaries of the cell are mostly students of the final year of all the academic programmes. Students from this institution participated in open interviews for placements conducted by various companies like Wipro, Reliance, at hotel Indraprastha, Palakkad this year. Guidance towards career orientation is imparted through the departments too.

5.1.10 Does the institution have a student Grievance Redressal cell?

The institution has a Grievance Redressal Cell. It was established with the intention of providing a platform for the students to address their grievances. Students' complaints about registration in examinations, delay and anomalies in the result published, errors in mark lists are the common complaints usually received in the cell. Such problems are solved through the cell with the help of the coordinators of the cell and also through the student help-desk functioning in the College. Other than these, student complaints regarding inadequate facilities were also addressed.

5.1.11 What are the institutional provisions for resolving issues pertaining to sexual harassment?

The Women's Grievances Redressal Cell (Against sexual harassment) is functioning in the college addresses the issues faced by girl students in the institution. The Cell conducts various woman-empowerment programmes on topics like Gender Issues, Women Empowerment, Women and Society, Problems of Women in the Current Times, etc. No instance amounting to sexual harassment has been reported so far. There is a healthy and cordial relationship fostered between the teacher and student community, which paves way for the latter to open up their minds on any matter. The cell conducts Legal Awareness classes for girl students in association with Kerala Legal Services Society. This could also be one of the reasons why no cases of sexual harassment have been reported here. Participating in diverse and various activities together gives enough opportunity for the male and female students to understand each other and to foster decent relations and interaction between them.

5.1.12 Is there an anti-ragging committee? How many instances have been reported during the last four years and what action has been taken on these?

An Anti-Ragging Committee is constituted in our college as per the direction of the Supreme Court of India, Government of Kerala, the UGC, and the University of Calicut. The committee is vigilant enough to ensure that no ragging happens in the campus. Students' unions also prevent the occurrence of any such attempt. The Anti-Ragging Committee consists of the following members,

Co-ordinator- Sri. Devadas

Members- Smt.K.G.Valsala

Sri.N.S.Rajendran

Sri.N.S.Sreeji

Smt.K.Vidya

Efforts are taken by the committee to bring awareness to the students about the consequence of ragging and to deter them from getting involved in any activities amounting to ragging. The

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policy of the college in this regard is made obvious to the students through the college calendar and prospectus. A board bearing the relevant part of the Kerala Govt. order prohibiting ragging in campus is kept placed in a strategic point in front of the main building itself so as not to go unnoticed by the students. No instance of ragging has been reported so far in the College.

5.1.13. Enumerate the welfare schemes made available to the students in the College

- Mid- day meal programme: We provide free meals to financially weak students every day. Arrangements for the same are made in the college canteen.
- Conveyance allowance sponsored by UGC: Students commuting to the college from places of more than ten kilometers in distance are provided conveyance allowances sponsored by the UGC.
- Hostel facility: Accommodation is provided for the needy women students in the college hostel.
- Co-operative store: The college has a Co-operative Society to cater to the needs of staff and students. Text books, note books, laboratory records, exercise books and stationary articles are available at concessional rates. The society stands for the basic tenets of co-operation, trust, and mutual help.
- Drinking water: There are two water purifiers with coolers to provide safe drinking water to all the students. This facility is available round the clock every day. The water purifiers and coolers are hygienically well maintained.
- Photocopier: The institution provides photocopying facilities to the students. For this a photocopier machine is installed in the computer lab.
- Computer labs: There are two computer labs with internet facility, which facilitates access to internet for the students at a nominal charge.
- College canteen: There is a canteen attached to the college for the use of staff and the students of the college. It provides tea, coffee, soft drinks, meals and snacks at a nominal rate.

5.1.14. Does the institution have a registered Alumni Association? What are the major activities and major contributions for institutional, academic and infrastructure development?

The college has a registered Alumni Association that has made valuable contribution towards

bettering the functioning of the college. It conducts a general get together every year on the second Saturday in February. It provides suggestions for improving the academic atmosphere. It is always ready to provide any assistance to the college in times of need. Details of the contributions made during the last four years are listed below.

Contribution of Air-Conditioner to the Smart Digital Class room.

Contribution of an electric motor for pumping water to the water tank.

Maintenance of the medicinal garden.

Awarding cash prizes to the toppers in the final examinations of the various UG and PG programmes every year.

5.2 Student progression

5.2.1. Providing the percentage of students progressing to higher education or employment, highlight the trends observed.

Since almost all our students belong to the unprivileged class and utterly weak sections, they face serious constraints to pursue higher education. So, after their studies here they try to get placements in order to rescue themselves and their families from the alarming financial stringency. Only a few go for higher education. Still, the trend shows an upward movement.

Student progression	%
UG to PG	19
PG to M.Phil	6
PG to Ph.D	5
Employed	
<ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	70

5.2.2 Provide details of the Programme wise pass % and Completion Rate for the last four years batch wise. Furnish programme wise details in comparison with that of the previous performance of the same and that of the Colleges of the affiliating University within the district

Sl.No	Programme	2009-10	2010-11	2011-12	2012-13	2013-14
1	B.Sc . EWM	58	78	50	74	86.36

2	B.Sc .zoology	93	90	92	84	74.00
3	B.Sc. Maths	86.5	67	61	48	83.33
4	B.Sc. Microbiology	63	75	85	88.8	85.00
5	B.A English	73	83	55	65	57.60
6	B.A Economics	78	88	40	41	69
7	B.Com	56	61	57	88	93.00
8	M.Sc. Mathematics	69	56	70	62.5	
9	M.Com	26	78	100	100	
10	M.Sc. Zoology	100	100	100	100	

5.2.3 How does the institution facilitate student progression to higher level of education and /or towards employment?

We provide coaching for entry in to service. There is a **Career Guidance and Counseling Cell** in the college. Information about competitive examinations, vacancies and so on is disseminated to the students by the Cell. Students are encouraged to participate in job fairs conducted by agencies outside the college. Sri,N.S.Rajendran is the coordinator of the Cell. The Cell provides the necessary inputs regarding career guidance and organizes lectures and workshops on personality development and communicative skill towards career orientation. Training in Spoken English and programmes like “Success Manthra” are conducted. Students from this institution participated in open interviews for placement conducted by various companies like **Wipro** and **Reliance**

5.2.4 Enumerate the special support provided to students who are at risk of failure and dropout?

Remedial classes are taken for students weak in different subjects. The main reason for drop out is the financial problems at home. To prevent this, various financial assistance is provided to deserving students.

The activities of the clubs are introduced following deliberations and discussions regarding the nature ,execution, fund and outcome .

Every year each club have an inaugural section .Various programmes or competitions conducted by the clubs are announced through public announcement system and displays on notice board. Students from all departments are represented in the organized clubs. The clubs provide immense opportunities for the over all development in physical mental and academic level.

Due to the poor economic , social, environmental condition many students are unaware of the practices of the college. They have the tendency to skip out from class rooms . To prevent this, the following measures are taken by the institution .On the opening day of the first semester classes a meeting of newly admitted student with their parents was conducted and explain in details about the rules and regulations of the college .Special instruction to parents to make sure of their wards attendance in the college classes .

The college has a very efficient system to monitor the attendance and performance of students under then initiative of curriculum data collection committe . At the beginning of Self Study Report (SSR) – Sree Narayana College, Alathur, 2014

each period, teachers mark the attendance of the students on the teachers work Diary. At the end of every week each department give the attendance report of each class to the curriculum data collection committee. On every month the percentage of attendance of each student will be published on the notice board. The college does not allow any adjustment in the attendance shortage and so last year many students are ruled out from the list.

The possibility of drop out can be detected in a very early stage by the monthly report of attendance. Any irregularity noticed at any stage is immediately taken up by the tutor. The group tutor keep a constant vigil on the student and find out the reason for their absents. Possible reasons in this college are

- 1) To attend some alternate study.
- 2) House problems
- 3) Healthy problems
- 4) Girls student getting married and child bearing
- 5) Involvement in students political activities.

The institution follows three level of monitoring.

- 1) Tutor send letter to parents (Class level)
 - 2) Department collect the history of the student and give proper advice, guidance counseling if necessary.(Department level)
 - 3) At the third stage with the permission of Principal, two or three faculty members visit the house of students to study their problems for not attending the class for genuine reasons the institution take steps to solve the problem as far as possible(College level)
- In this institution this procedure is very effective in tracking problem students and to minimize the drop out rate.

5.3 Student participation & activities

5.3.1 List the range of sports, games, cultural and other extra-curricular activities available to students. Provide details of participation and program calendar.

The institution gives utmost emphasis to promoting participation of students in extracurricular and co-curricular activities like sports, cultural activities and competitions with a view to enhance the creative talents of the students. Our students excel in the field of sports and games and also in cultural activities

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Sports & games facilities provided for students

- ❖ Indoor games facilities
 - ✓ Badminton
 - ✓ Weight training
 - ✓ Chess

- ✓ Caroms
- ❖ Outdoor games facilities
- ✓ Cricket
- ✓ Football
- ✓ Volleyball
- ✓ Athletics

Cultural and other extra-curricular activities.

Youth Festivals (Sargotsavam) which are conducted every year provide a platform to the students to exhibit their talents. The Students' Union of the college organizes an annual Arts Day which also facilitates showcasing cultural talents of the students. There are lots of Clubs & Study Centers like Literary Club, Debate Club, Quiz, Film Club, Sree Narayana Study Center, Gandhian Study Center in the College to enhance the talents of the students in various fields of activities.

5.3.2 Furnish the details of the major achievements in co-curricular, extracurricular and cultural activities at different levels: University/state/national/international.

Details of student participation in institutional sports events and student participation at University –level sports events are provided below:

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Sl.no.	Year	College level	University level
1	2006-07	Sevens foot ball Tournament Cross Country Race Sports Day	Ratheesh K. Cross Country Race Representation in University level matches : a) Hockey – Sabin S. , Dinesh b) Hand Ball – Shaji
2	2007-08	Sevens foot ball tournament Sports Day	Representation in University a) Hockey – Sivaprasad , Shibin, Prasad b) Yoga champion- Jaseetha
3	2008-09	Inter departmental Football Tournament & Inter departmental Cricket Tournament	Vinu P. (II B.Com) - Representation in University Hand Ball team Silver medal in Southwest zone All India Inter University Hand Ball

		Sports Day	<p>Championship held at Sivaji University Kolapuri , Maharashtra .</p> <p>Jaseetha K. (I SEM M.Sc Zoology) individual champion of Calicut University Yoga Championship held at University Campus.</p> <p>Arun (I Economics) – Bronze medalist of 50 m Freestyle Swimming Championship held at Thrissur</p>
		<p>Total 20 tennis ball Cricket Tournament conducted between staff & students</p> <p>Annual Sports Day</p> <p>Mini Marathon Race conducted</p>	<p>Water Polo, Handball, Hockey teams - entered semifinals of the Calicut University Championships.</p> <p>Cricket , Football , Badminton teams played in C-zone Championships</p>
4	2009-10	<p>Sevens Football Tournament</p> <p>Sevens Cricket Tournament</p> <p>Sports day</p>	<p>Representation in University Hockey team</p> <p>1. Sivaprasad 2.Amaldev</p> <p>Kabbadi team – winner in Zonal Level competition.</p>
5	2010-2011	<p>Sevens Football Tournament</p> <p>Sevens Cricket Tournament</p> <p>Sports day</p>	<p>Amal Dev represented Calicut University in Hockey at the South Indian Inter Collegiate Tournament held at Coimbatore.</p> <p>Runner up – Kabbadi team - Calicut University C- Zone</p>
6	2011-12	<p>Inter departmental Football Tournament</p> <p>& Inter departmental Cricket Tournament</p> <p>Sports Day</p>	<p>Kabbadi team – winner in Calicut University C- Zone</p>

7	2012-13	<p>Inter Departmental Football Tournament</p> <p>& Inter Departmental Cricket Tournament</p> <p>Sports Day</p>	<p>Jinan E.V. won third place in 400m Breast stroke & third place in 4x100m freestyle relay.</p> <p>Our College Cricket & Football teams participated in University C- zone competitions</p> <p>Participated in Athletics, Ballbadminton and Swimming Championships at the University Inter Zone level.</p> <p>Anuja K. won the second place in Kabbadi in the Kerala State Women Sports Competitions.</p>
8	2013-14	<p>National Sports Day celebrated</p> <ul style="list-style-type: none"> • Mass Run • Friendly Cricket Match • Tree planting <p>Inter Departmental Football Tournament</p> <p>& Inter Departmental Cricket Tournament</p> <p>Sports Day</p>	<p>Jinan E.V. won Bronze medal in the Inter Collegiate Swimming Championship held at Police Academy, Thrissur</p> <p>Praneeth C.K. won three Gold medals in the Kerala State Shooting Championship</p> <p>Vaisakh U. secured second place in the Kerala State Inter District Mountaineering Camp and Championship held at Devikulam, Idukki</p> <p>Syamili R.V. participated in Kerala State Softball Championship</p>

The details of the student participation in cultural and literary activities are as follows:

Sl:No:	year	Name of student	Awards won
1	2009-10	Aithheeh Chandran	3 rd place in Mimicry

2	2010-11	Ratheeshkumar & Gnanakumar Hareeshkumar	1 st place in Intercollegiate Wildlife Quiz Competition. 1 st prize in English Essay Writing Competition and 3 rd prize in English Versification at A-Zone Arts festival conducted by Calicut University.
3.	2011-12	Bijoy C. Sreeraj S.	1 st prize in Inter Collegiate Wild Life Quiz Competition. 1 st prize in Water Colour Painting and 3 rd prize in Pencil Drawing at A-Zone Arts Festival of Calicut University.
4.	2012-13	Shibikrishna and Kannanunni Praseeja and Afiya	1 st place in Debate Competition organized by C.Achutha Menon Study Center Thiruvananthapuram & PG Department of Political Science, SKV College, Thrissur. 1 st place in Intercollegiate Power Quiz conducted by KSEB, Palakkad
5.	2013-14	Sudheesh.S and Hemanth K.P	1 st prize in Quiz Competition at the Zonal Level Arts Festival conducted by Calicut University

5.3.3 How does the College seek and use the data and feedback from its graduates and employers to improve the performance and quality of the institutional provisions?

The main source of feedback of the institution is the Alumni. We maintain proper communication with the students who have graduated from the institution. Lots of information is received through informal talks with them. Information received in this way is discussed at the departmental levels. Suggestions that have plausibility are accepted and changes made accordingly. Every year meetings of the Manager with the Principal are held to review the results of UG & PG Programmes. Areas that require improvements are identified and discussions for remedial measures to be taken up are carried out.

❖ The various feed back done in the college are

1. Student evaluation of teachers.
2. Parents feedback
3. Almnæ feed back.
4. Suggestion box.

All these are done through structured questionnaire and are analysed by IQAC and enhance the performance of the college by making new plan, strategies and policies.

5.3.4 How does the institution involve and encourage students to publish materials like catalogues, wall magazines and other materials? List the publications/materials brought out by the students during the last four years.

Every year a College magazine is published from the College showcasing the literary and creative abilities of the students. It is a part of the College union activity and is conducted under the supervision of a teaching faculty and a student editor. Wall magazines are prepared by almost all the departments to encourage the students to exhibit subject based materials on the department Notice Boards.

5.3.5 Does the College have a student council or any similar body? Give details on its selection, constitution activities and Funding.

Yes .The College has a College Union consisting of a Chairman, Vice Chairman, General Captain, Fine Arts Secretary, Student Editor, University Union Councilors and General Secretary.

The union is elected in the Parliamentary mode. Lots of cultural activities such as Onam & Christmas celebrations, Youth Festivals, Sports, Film Shows & various other Club activities are conducted by the College Union. It is the responsibility of the Student Editor to release the College Magazines.

5.3.6 Give details of various academic and administrative bodies that have student representatives on them

There are two University Union Councilors. They represent the College and address the problems of the students in the University. A student representative has been included in the Internal Quality Assurance Cell too.

5.3.7 How does the institution network and collaborate with the alumni and former faculty of the institution

The Institution has a registered Alumni Association. Every year on the second Saturday of February, a general get together of the Alumni is held in the College. Apart from this the Alumni provides ample support & co-operation in all the academic matters. The former faculty of the institution renders all possible help for the institution even after retirement. They are consulted on matters of importance and their presence invited on significant activities of the College

CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT

This institution upholds the cherished ideals of the great saint philosopher Sree Narayana Guru in bringing about a qualitative and comprehensive upliftment of the students who are part of this community. The institutional policies and plans are charted out and deployed in this line. The management, staff, students and other stakeholders take a concerted effort to achieve the stated institutional goals. The members of each group take a participative role in shouldering the responsibilities catering to the governance and management of the institution. We make use of funds from the management, the government, the UGC and assistance from parents, the alumni and well wishers in order to bring about the academic and infrastructural development of this college. The IQAC chalks out and monitors all the developmental activities that help in fulfilling the vision and mission of this institution.

6.1 Institutional Vision and Leadership

6.1.1 Vision

The college aims at achieving the great teachings of Sree Narayana Guru, the world renowned social reformer and saint philosopher of modern India. His vision is universal, holistic and sublime which enunciates the upliftment of the whole of humanity with special thrust upon the socially and educationally backward communities. Sree Narayana institutions imbibe the spirit of Guru and work towards fulfilling his philosophy, **Emancipation through Education**. This being a rural college, it provides an equal space for education and stands to voice against any discrimination on the grounds of caste, creed and colour.

Mission

- Providing adequate opportunity for obtaining higher education and inculcating human values.
- Instilling moral values, social responsibility and cultivating civic sense.
- Equipping the youth with resourcefulness, self-confidence and leadership qualities.
- Helping the youth to keep in pace with the modern age of science and technology.
- Providing life facilities that equip the youth to face the challenges of the world which is constantly under change.

This college stands in the name of the great visionary Sree Narayana Guru, who championed the cause of the downtrodden and the oppressed. Imbibing the spirit of the Guru, who believed that education is the light and illumination of life and the chief tool of social

change, this institution stands as a beacon of light to thousands of poor students coming from the culturally, socially and economically weaker sections of the society. It strives to uplift the community from the darkness of inequality and to empower the downtrodden to stand on their own in this competent and fast moving world.

6.1.2 Role of top management, Principal and faculty in design and implementation of its quality policy and plans.

Management

The management of the institution is vested with the Sree Narayana Trusts, Kollam. The management believes that education is the most powerful tool for empowering the backward sections of the society thereby enabling the creation of a better world. Holding this belief firmly, the management designs and implements its quality policy and plan. The management has set apart a section of the management quota seats for admission to various programmes for economically backward students. In the choice of programmes, the selection of faculty, supporting staff and infrastructural development and maintenance, the management is particularly careful to go along the lines of its quality policy.

❖ The management offers financial support and career guidance to maintain the quality of the programmes offered. The admission policies for students and the requirement policies of staff are based on merit. During the beginning of every academic year the manager convene a Principal's conference in which the detailed analysis of the performance of each college is made. The management has a separate section for monitoring the academic process of the institutions. The management representative and Executive member of the Management Committee, Prof. M Premkumaran, former Principal of this college, visits the institution periodically to make an assessment about the prospects of the institution.

❖ **Principal**

The Principal is the executive authority of the institution. It is the role of the Principal to steer the academic community towards excellence. The Principals have to act as per the direct payment agreement between the management and Government.

The Principal ensures that the policies of the management are implemented; however policies of Government and University are capable of influencing these rules.

Duties of the Principal

- 1) Day to day administration.
- 2) Ensure uninterrupted execution of teaching learning process.
- 3) Admission process as per University norms.
- 4) Schedule various academic, extracurricular activities
- 5) Inculcate research culture among staff and students.
- 6) Healthy interaction with stake holders.
- 7) Acquire adequate skill and knowledge in educational management.
- 8) Create learning environment that values the academic, vocational, spiritual and developmental needs of students.
- 9) Increase access to electronic and digital information.
- 10) Provide relevant timely training for the faculty and office staff.

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- 11) Conduct internal test and university examinations as per rule.
- 12) Maintain discipline of the staff and students community inside the campus.
- 13) Keep the campus eco-friendly.

Various committees from the level of the management, down to the staff, students and parents contribute to the design and implementation of the quality policy and plans of the institution. A Regional Development Committee (RDC) is constituted with the representatives of the management at the regional level to look into the affairs of the institution. The College Council (comprising Heads of all Departments) assists the principal in the day to day activities of the College. Various committees with staff, students and parent representatives like the IQAC, the PTA, Discipline Committee, Examination Committee, Counseling Centre, Career Guidance and Placement Cell, Admission Committee, Library Committee, Student Council etc. function in the college. All the members of the faculty associate with one or other of these committees and discharge their role in planning and promoting the quality policy of the institution.

6.1.3 Involvement of the leadership in ensuring:

The policy statements and action plans for fulfillment of the stated mission

The Management Committee discusses and executes its plans and policies with a view to fulfilling the stated mission of the institution. The plans and policies are executed through the Principal, staff and students. Apart from the management, the various committees functioning in the institution also frame and implement their plans in tune with the stated mission.

Formulation of action plan for all operations and incorporation of the same into the institutional strategic plan.

The management chalks out academic and infrastructural plans for the all-round development of the institution in consultation with the Principal. All departments and committees are asked to bring to notice their requirements and to prepare the action plan for the forthcoming year with regard to various curricular and co-curricular activities. These plans are incorporated into the strategic plan by the top management. Proposals as per plan are submitted to the University and various funding agencies as and when required.

Interaction with Stakeholders

The Parent-Teacher Association (PTA) of the College helps in strengthening the bond of parents with the institution. Meetings with the parents, both class wise and general, ensure their participation in the developmental activities of the College. The Alumni also contributes to the growth of the college. The Students' Council provides a platform for students to give expression to matters both academic and non-academic. The Principal holds meetings with the students' representatives to discuss their problems and find amicable solutions. The well-Self Study Report (SSR) – Sree Narayana College, Alathur, 2014

wishers of the college offer their support and cooperation in the progress of the institution. They assist in the infrastructural improvement and encourage meritorious students through scholarships.

Proper support for policy and planning through need analysis, research inputs and consultations with the stakeholders

Meetings are held with the stakeholders and the discussions and feedback provide support for policy and planning. Periodic review of the effective functioning in all areas is done and this is shared with the stakeholders.

Reinforcing the culture of excellence

The leadership of the institution is committed to reinforcing the culture of excellence by providing support to the teaching and administrative staff to fulfill their responsibilities efficiently. Students who gain commendable achievements are honoured by the management, the head of the institution and the faculty. We have decided to honour the best teacher, the best tutor and the best department from this academic year onwards. Every year, the alumni honour the students who are top scorers of the college in the final year university examinations.

6.1.4 What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time.

The policies and plans of the institution are aimed at providing the students better access to higher education. To ensure this, all activities are monitored and evaluated by the top management, the Principal's Council, the Academic Committee and the IQAC. The Principal holds meetings with various committees, the faculty and administrative staff to evaluate and monitor the policies and plans. Discussions and suggestions that ensue help in effective implementation and improvement of the policies and plans. The suggestions and feedback received in meetings with the PTA are also made use of.

6.1.5 Give details of the academic leadership provided to the faculty by the top management.

The management gives freedom to the faculty in the internal administration. There is freedom in decision making at the department level and in the execution of the decisions. The management also takes an agreeable stance towards the faculty in getting them inducted into various academic bodies of the state and universities. The following members of the Faculty were elected/nominated to various academic bodies

Sl No.	Name of Faculty	Department	Position held
1	Dr.A.S. Vijayalakshmy	History	Member, Board of Studies
2	Sri P.Sidhardhan	Commerce	Member, Board of Studies
3	Dr.M.A.Suraj	Environment & Water Management	Member, Board of Studies
4	Dr.R.Bindu	Environment & Water Management	Member, Board of Studies
5	Dr.R.Nishi	Zoology	Member, Board of Studies

6.1.6 How does the College groom leadership at various levels?

The College grooms leadership at all levels, among the teaching and non-teaching staff and students. At the top level is the principal who is appointed by the management as the Head of the Institution. All the departments are headed by the senior most member of each faculty. Apart from this, all the members of the faculty are given additional charges as conveners or coordinators of various clubs and committees like the IQAC, NSS, PTA, Women's Forum, Career Guidance and Placement Cell. Along with them, the students are also given charges as student coordinators which help in grooming leadership quality and inculcating in them a sense of unity. The college union also provides the students an opportunity for developing their leadership quality.

Along with the curricular and extra curricular developments of students, the institution is very particular about their nature of conduct and behaviour inside the campus. It is quite natural that some of the youth may have criminal tendency. To avoid such an attitude at an early stage and to inculcate humanitarian concepts many committees and programmes are organized.

Anti ragging Cell: Coordinator –Sri.V.Devadas

Members (1)Dr.Nikhil.V.(2) Dr.S.Dhiva

As per the orders of the Hon.Supreme Court,an anti-ragging squad

is constituted in the college, aiming to prevent ragging, a cognizable offence. The squad maintains vigil, to prevent ragging of any kind, in the campus. The cell arranges awareness programmes on ragging and allied issues. Major points of anti ragging act and rules have been displayed in the notice board in the campus.

Synergetic Cultural Centre: Coordinator –Dr.Sajith.S.J.Sasi

Members: (1)Dr.Nikhil.V,(2)Smt.Shima.N.M

Objective of this centre is to perceive the value of culture, to cultivate a synergetic cultural behavior among students and to mould them in to good citizens. Various cultural programmes are organized under the auspices of this committee, in association with various Governments, NGOs and other cultural organizations.

Nature/ Eco/ Forest/ Bhoomithra club: Coordinators - Dr.M.A.Suraj & Dr.R.Bindu

Members: (1)Smt.Nisha K.J.(2)Smt.Reshmi

The two components of nature, the organisms and their environment are complex and dynamic, interdependent, mutually reactive and inter-related. Conservation and maintenance of natural resources are very significant in the present context. The students have a major role in the achieving the above goal. Awareness and action programmes are arranged by the club in these lines. Forest is the landmark of the nation, which balances the socio-economic status and environment. The club aims at imparting basic knowledge to students about the conservation and maintenance of forest, wealth and its sustainable use.

2. Ethics Committee: Coordinator-Sri.K.K.Sankaran

Members: (1) Smt.Krishnaprabha (2) Smt.Hemi Thomas

In accordance with the government policy an ethics committee is functioning in the campus to ensure proper code of conduct. A surprise inspection squad (discipline committee) is functioning in the campus to check the misuse of mobile phones.

3. Film club:Coordinator Smt.Remya Rajan

Members : (1)Dr.Sajith.S.J.Sasi (2) Dr.Sabeena.H.

The club aims at critical and scientific study of the media of films. Screening of documentary and feature films and film appreciation programmes are organized by the club.

4. National Cadet Corps(NCC): Associate NCC Officer –Dr.Wilsanand

NCC training is given to selected students to instill in them a spirit of unity, discipline and willingness to serve the country in war and peace. Besides regular parades, adventure activities like cycle expedition, trekking, charity and extension etc. are also undertaken. Certificates are awarded to cadets who attend training camps such as National Integration camp, Army Attachment Camp, Basic Leadership Camp, Republic Day Parade camp and Annual Training Camp.

5. National service Scheme (NSS) Programme Officers : Dr.Sajith.S.J.Sasi ,Smt.Rosini

NSS is a movement which aims at the physical, mental and spiritual development of young students. It cultivates a sense of duty, co-operation and mutual help among the students. The NSS activities help in moulding the youth tomorrow in such a way that they

become active participants in nation building. Its motto is “not me but you”.It upholds the need for selfless services , instills a sense of consideration to fellow human beings and the welfare of the society as a whole.

The effective functioning of NSS plays an active role in the development of student’s personality through volunteer services and it is recognized at State and University levels. Programmes like seminars, blood donation camps,AIDS awareness programme etc. are executed every year .Ten days annual camp is held and the active participants would get certificates and bonus marks for admission to higher studies.

6. Tourism club : Coordinator -Dr.Sajith.S.J.Sasi

Member (1) Smt.Shyama.M.K (2)Smt.Reshmi,Sri.Pradeep.

A well organized tourism club is functioning in the College to generate awareness about the socio-economic importance and potentiality of tourism industry in employment.The club organizes various programmes in association with the DTPC,KTDC and Tourism Department.

7. Women’s Grievence redressel cell (Sexual Abuse Awareness Committee) : Coordinator –Dr.A.A Haseena Beevi

Members : (1) Smt.K.Vanaja.(2)Pazhanimala,(3)Dr.Sandhya,A.R(4) Smt.Uma Govind.

As instructed by the Directorate of Collegiate Education, a sexual abuse awareness committee is functioning in the college.The committee aims to make all students aware about various forms of sexual abuses and their consequences .All lady teachers of the college are members of the committee.

Red Ribbon Club-NSS

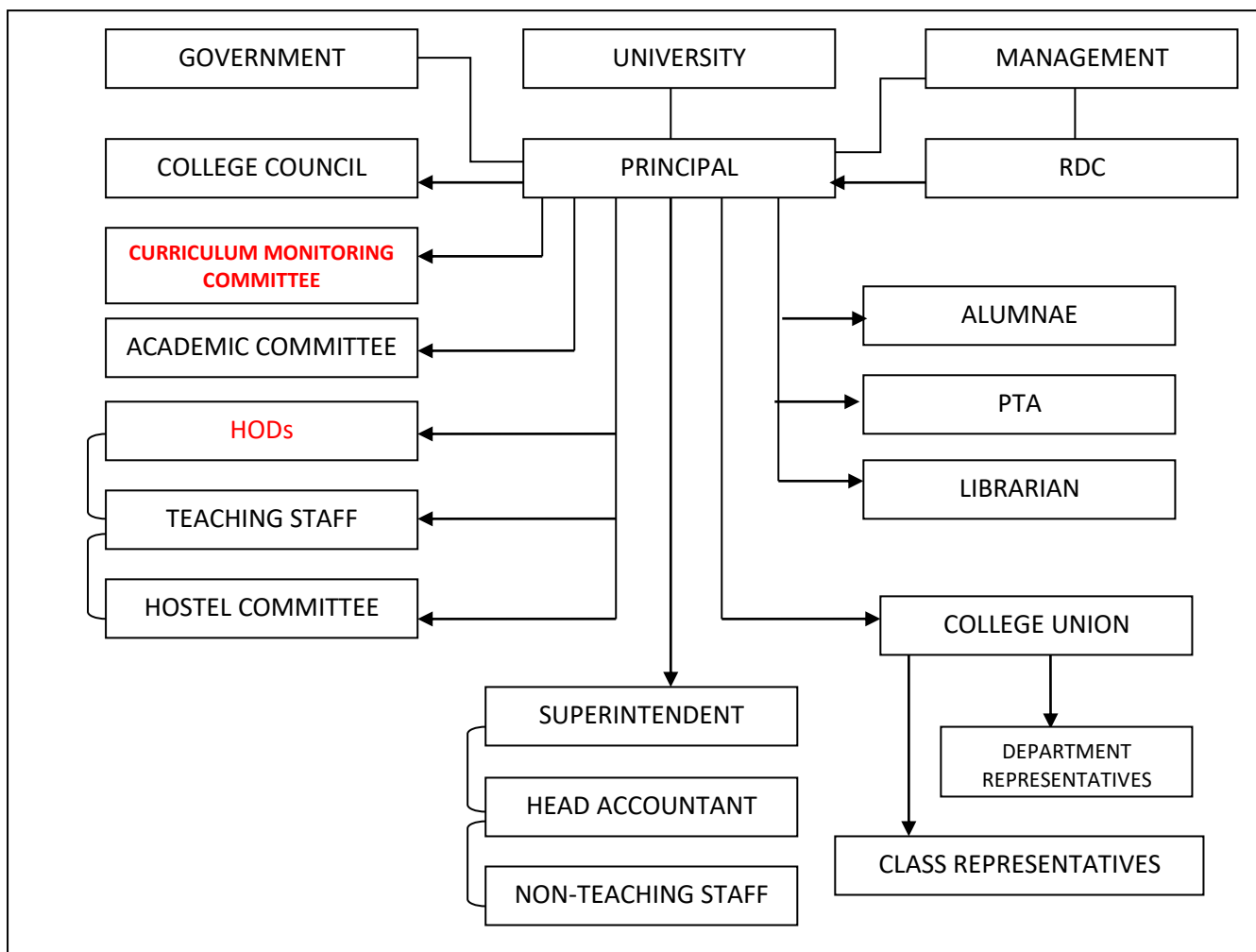
This is a project under the National Service Scheme ,sponsored by Kerala AIDS controle society.This club aims at creating awareness about HIV and AIDS and to promote voluntary Blood donation.

6.1.7 How does the College delegate authority and provide operational autonomy to the departments/ units of the institution and work towards decentralized governance system?

The institutional policy grants autonomy to the departments in designing their own teaching strategies. Every academic year, after discussion in the council, the various committees like Admission committee, Examination committee, PG and UG Monitoring cell, Discipline committee, Calendar committee are constituted and responsibilities assigned to the concerned conveners. Discussions regarding conducting of internal examinations, grade list preparation, choice of portions for the internal examinations etc. are carried on in the department meetings. The departments have autonomy in taking decisions regarding purchase Self Study Report (SSR) – Sree Narayana College, Alathur, 2014

of books and equipment as and when funds are available. The departments plan workshops for enriching the students and staff in their respective disciplines. However the departments do not have autonomy with respect to the admission process and the conduct of university examinations since the institution has to follow the norms of the university in these matters.

ORGANIZATIONAL CHART



Indicate the levels of Participative Management.

The College promotes a culture of participative management. Important policies and operational decisions are taken by the management in consultation with the stakeholders. The principal is the Ex-Officio member of the governing body. Council meetings and staff meetings where decisions are taken ensure that the teaching and non-teaching staff have a role in participative management. Teachers have representation in all executive committees functioning in the College. The non-teaching staff with the office superintendent as head also aid in the smooth administration of the College. The role of students in participative management is ensured through the Student's Union. The staff advisors of the College

union and co-ordinators of various clubs and committees conduct meetings with the student representatives to ensure their involvement in decision making.

6.2 Strategy Development and Deployment

6.2.1 Does the institution have a formally stated policy? How is it developed, driven, deployed and reviewed?

Yes. The quality policy of the institution is in line with the national objectives regarding empowerment of rural and backward sections. The policy was developed studying the socio economic backwardness of the region. It is driven by a vision to transform the society and the younger generation by giving them opportunities in gaining higher education. The policy aims at achieving the intellectual and professional excellence along with the total formation of the personality. The feedback received from the stake holders is a tool employed to evaluate the quality policy.

The College adheres to quality policies in the domains of teaching and learning like appointment of staff, selection of students and all academic and non-academic activities designed for the holistic development of the College.

6.2.2 Does the institution have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.

The institution develops a perspective plan for the empowerment of the youth through education. The perspective plan for development takes into consideration the major factors such as applying for new courses, graduate as well as post graduate and developing post graduate departments into Research Centers. It is the aim of the institution to update the existing facilities in the immediate future, and to ensure all modern infrastructure facilities conducive for student career progression and proper imparting of knowledge. Though knowledge dissemination is carried out with special thrust on the prescribed syllabi, students are encouraged to participate in extracurricular activities for the overall development of their personality. The institution involves in various activities to engage with the community of the region at large.

6.2.3 Describe the internal organizational structure and decision making processes.

The College is run by a registered trust, Sree Narayana Trusts, Kollam. The Manager and other representatives form the governing body of the institution. The organizational structure of the institution consists of academic and administrative bodies. The College Council with Principal as President, all Heads of Department and two elected teachers as members, take administrative and academic decisions in its periodic meetings. Academic powers are delegated to various committees in charge as per the decisions taken in the council meeting. Department related matters are discussed and decisions taken in the department meetings. The suggestions of the College Department Councils and IQAC are also considered. The suggestions of Student Council, Alumni and PTA are also seriously considered. The Principal is the head of the administrative body. He is assisted by the

Superintendent, Head of Accounts, clerks and supporting staff to carry out the administrative work. The administration of the library, which is one of the learning resources of the College, is carried out by the librarian of the College and the library assistant. The functioning of the library is monitored by the Principal and the Library Advisory committee.

6.2.4. Give a broad description of the quality improvement strategies of the institution for each of the following.

Teaching and Learning

Modern and sophisticated ICT devices such as PCs, LCD Projectors, LAN connection etc. are provided in the College in order to improve the quality of teaching and learning process. There is a fully furnished Digital Lab with advanced technological facilities, two separate Computer Labs for undergraduate and post graduate students and five Science Labs. There is a Language Lab functioning in the college specially designed for enhancing communication skills in English. The members of the faculty are encouraged to participate in various training programmes and workshops aimed at improving the quality of teaching organized by the institution and elsewhere. Remedial classes are given to slow learners to improve their academic performance. As part of the quality improvement strategy, advanced learners are encouraged to give support to the slow learners through peer group teaching.

Research and Development

The Management encourages research activities among staff and students. Many of the newly appointed teachers are pursuing research as part time scholars and some of them are planning to avail the facility of Faculty Development Programmes of the UGC for the completion of their research programmes. The College also permits the teachers to participate in various seminars, symposiums and workshops conducted in other academic institutions. Teachers undertake Minor and Major Research Programmes of UGC and other Research Funding Agencies. Projects and assignments undertaken by the final year UG and PG students as per the syllabus encourage them to improve their research skills which enable them to be involved in the global scenario of knowledge acquisition, dissemination and production.

Community Engagement

The NSS and NCC are the two major functionaries of the institution engaged in community upliftment programmes. The Management provides relentless support in extending the service of the institution for the upliftment of the rural community of the region thereby making a small contribution towards the upliftment of the country at large. There are two units of NSS efficiently functioning by undertaking community development programmes in collaboration with the local body of Kavassery Panchayath. The units engage with the surrounding community through activities such as donating books to a local village Library, conducting various health awareness camps and blood donation camps in the

adopted villages, Kavassery and Erattakulam, awareness programmes related to waste disposal, road safety and other important issues. In the last few years, they associated with a local Kudumbasree unit, *Ayalkootam* and conducted a workshop on Soap Making. Associating with Kerala Yukthivadha Sangam, they conducted an Ayurvedha camp. The NCC unit of the college which has 160 cadets also conducts similar Awareness Rallies and Camps in and around Alathur town.

The departments also initiate visits to Home for the Destitute as part of the extension activities of the institution. These visits instill human values like compassion, service mindedness and benevolence in students there by enabling them to engage with the surrounding community. The departments also provide financial aid to the poor and needy such as those in need of special medical care.

Human Resource Management

The Management selects and recruits meritorious teachers, non-teaching staff and students. The Management monitors and evaluates continuously the activities of the institution. The institution consists of permanent and temporary teaching and non-teaching staff. It takes measures to identify the expertise, develop, revive and update the competency of the staff. Members of the Faculty are motivated to attend professional development programmes like Faculty Development Programme, Orientation and Refresher Courses, and similar academic activities outside the institution. Members of the faculty take up responsibilities as coordinators of various clubs and cells functioning in the College and encourage students to participate in activities of co-curricular interests as well. Some of the members of faculty visit other institutions as Resource Persons, deliver lectures and function as Research Supervisors and external consultants. Some are involved as representatives of various evaluation committees and recruitment bodies outside the institution.

Industry Interaction

The students get a chance to interact with industrial and financial institutions. Some of the departments like Environment and Water Management (EWM), Zoology, Micro Biology and Commerce conduct factory visits as part of study tour and internships.

- Dept.of Zoology gets the help of KFRI, Thrissur, Calicut University, ZSI Kozhikode etc. for completing PG dissertation work.
- The Dept of EWM gets help from IRTC, Mundur; KFRI, Thrissur and CWDRDM Kozhikode for doing UG projects.
- The Dept. of Commerce gets the help of Co-operative Banks, Malabar Cements, Precott Mills, ITI Palakkad, etc. for PG and UG project works. Members from Tax Study –Palakkad Chapter give intensive training in tax practices to the PG students and faculty. A financial education workshop is conducted with the help of SEBI.

6.2.5. How does the Head of the institution ensure that adequate information (from feedback and personal contacts etc.) is available for the top management and the stakeholders, to review the activities of the institution?

The management gathers essential information primarily from the Principal. In addition to the data collected through feedback forms from students by the IQAC, the Head of the institution convenes meetings of various committees like college council, staff meeting and PTA on a regular basis to gather feedback from various stakeholders and important matters are made available to the governing body and stakeholders for their consideration. Meetings are held at the department level and the feedback received is made available to the Principal. Tutorial system which is efficiently deployed aids in gathering feedback from students and is properly communicated. As part of grievance redressal mechanism, complaints and suggestions are also received and promptly attended to regularly.

6.2.6. How does the Management encourage and support involvement of the staff in improving the effectiveness and efficiency of the institutional processes?

The College Council and Staff Council meetings are the forums for exchange of suggestions and recommendations. The creative suggestions are duly considered and the Principal shares this with the management (Local committee, RDC) thereby increasing the scope of the staff for involvement and support in institutional process.

6.2.7. Enumerate the resolutions made by the Management Council in the last year and the status of implementation of such resolutions.

- To apply for new courses viz. M.A. English, M.A. Economics and B.Sc. Botany. M.A. English was sanctioned by the govt. and the course was introduced in Nov.2013. B.Sc. Botany was sanctioned by the govt. and the course has been introduced in the current year.
- To invite quotation for construction of new Ladies' Toilet for students. The construction work is completed and the toilet is open for use.
- To invite quotation for the college building maintenance. The maintenance work is in progress.
- To hold a meeting of management, staff and PTA executive with the agenda 'NAAC Reaccreditation of the College'. The resolution is implemented.

6.2.8 Does the affiliating University make a provision for according the status of autonomy to an affiliated institution? If yes, what are the efforts made by the institution in obtaining autonomy?

Though the university makes a provision for according the status of autonomy, our institution is not in a position to seek autonomy at present. Since we are under a corporate management, autonomy is not possible for this college individually.

6.2.9 How does the institution ensure that grievances/complaints are promptly attended to and resolved effectively? Is there a mechanism to analyze the nature of grievances for promoting better stakeholder relationship?

A Grievance Redressal Cell is functioning in the College. The cell meets on need basis to address the grievances/complaints raised by the stakeholders and takes effort to provide proper solutions. The tutorial system in the College is also efficient in addressing the issues of students belonging to the concerned tutor. The Women's Cell in the college takes up measures to resolve the grievances faced by the female students in particular.

6.2.10. During the last four years, had there been any instances of court cases filed by and against the institution? Provide details on the issues and decisions of the courts on these?

Yes. There are three petitions filed by two students jointly (Kavyan C. & Alesius G., B.Com 2010-11 admission) and two others individually (Anshif K., B.Com 2012-13 admission & Midhun Raj, B.A. Economics 2010-11 admission)) against disciplinary actions taken by the Head of the institution for their shortage of attendance, their involvement in unruly activities like conducting 'dharna' inside the college, damaging of the infrastructure in the college and also attacking the police force. Following the norms of the Calicut University, these students were not permitted to appear for the semester examinations. Though the court has not given a final verdict on these matters, it has asked the institution to follow the prescribed norms of the university in this matter.

6.2.11. Does the institution have a mechanism for analyzing student feedback on institutional performance? If yes, what was the outcome and response of the institution to such an effort?

Yes. The college has a mechanism for analyzing student feedback on the performance of the individual teaching. Feedback and suggestions are also received with regard to the facilities like library, hostel, internet, water supply, play ground, canteen and conveyance. Based on the feedback received, the institution has taken many initiatives to resolve and improve the shortcomings.

6.3. Faculty Empowerment Strategies

6.3.1 Efforts made by the institution to enhance the professional development of its teaching and non-teaching staff.

The teaching and non-teaching staff of the college receive encouragement and support from the management for professional development. Teachers are encouraged to undertake research work and improve their academic standards. Teachers who had registered for Ph.D. have been able to complete their research work under Faculty Development Programme.

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They are also encouraged to present papers and attend seminars, workshops and conferences. Opportunities are also provided to organize such activities in the College. Teachers attend Refresher and Orientation courses which help them in improving their professional skills. The Non- Teaching staff is encouraged to attend training programmes to update and enhance the skills needed for the smooth functioning of the administrative wing.

6.3.2 What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibilities they perform?

The duties and responsibilities of the Principal, teachers and non- teaching staff have been defined by the Government and the University. Apart from teaching- learning and evaluation, the Principal assigns various duties to the teachers as tutors, IQAC co-ordinator, convenors of various clubs, Chief Superintendent of University examinations, NCC and NSS officers, Staff Advisor to the College union and the like. These additional duties are taken up by the staff willingly and their duties dispensed with sincerity. Similar responsibilities are given to the non-teaching staff also as and when required. Such duties and responsibilities aid in empowering the staff. The training programmes that the teachers and non-teaching staff attend both within and outside the institution make them better equipped in discharging their duties.

6.3.3 Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.

Feedback on the performance of individual teachers is collected from the students, which help in identifying the strengths and weaknesses of each teacher. This helps the teachers to take efforts to improve their performance in future. The Principal assesses the performance of the staff and this is communicated to the staff in the staff meetings and council meetings and also personally if needed. Meritorious work is always commended and shortcomings are pointed out in a very healthy way so that such evaluations are taken in the right spirit and this gives encouragement to the staff to better their performance.

6.3.4. What is the outcome of the review of the performance appraisal reports by the management and the major decisions taken? How are they communicated to the appropriate stakeholders?

On review of the performance appraisal reports, the management comes up with encouragement to the staff to take appropriate steps to improve their performance. Major suggestions put forward are to improve the professional skills by engaging in academic oriented activities including research work and extending service outside the institution for the welfare of the community.

6.3.5. What are the welfare schemes available for teaching and non-teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?

Apart from the welfare schemes implemented by the state government, the college provides facilities for the welfare of the staff and students. The college runs a co-operative society which is sufficient to meet the immediate requirements like stationery at a subsidized rate. The college has a canteen and a Ladies' Hostel. There are around thirty inmates comprising the students and staff residing in the hostel. Besides this there is residential facility for the staff in the staff quarters. At present there are eleven inmates residing in the quarters.

6.3.6. What are the measures taken by the institution for attracting and retaining eminent faculty?

The institution has developed a healthy and congenial working atmosphere which attracts and retains eminent faculty in the institution. The encouragement and support given by the management helps in retaining the faculty and motivates them to improve further. Introduction of new courses is also an attraction for the faculty to offer their service to the institution and community.

6.4 Financial Management and Resource Mobilization

6.4.1. Mechanism to monitor efficient use of financial resources

Since this is a government aided institution the major source of income comes from the government by way of salary to staff, scholarship and stipends to students. The fee collected from students under various heads is utilized for the purpose for which they are collected. Grants are received from the UGC for various purposes which include infrastructure expansion, library books, laboratory equipment, coaching classes etc. Apart from these the PTA of the College also contributes to the financial resource of the College.

The Finance and Accounts Department is under the administrative control of the Principal. It is under the supervision of the Superintendent and headed by a Head Accountant. All matters related to accounting including treasury and bank operations, managing funds from various sources are done by the department. In case of UGC funds available under various schemes, committees headed by a co-ordinator are constituted to effectively utilize the fund. Financial reports are sent periodically to the Management, the State Government and the UGC. The income-expenditure statement of the PTA fund collected from students is placed before the PTA in its Executive and Annual General Body Meetings.

6.4.2. What is the institutional mechanism for internal and external audit? When was the last audit done and what are the major audit objectives. Provide details on compliance

The finance and accounts operations of the College are audited from time to time. Both internal and external audit are conducted. Internal audit is done by the Internal Audit Body authorized by the manager. Local audit by the Deputy Director, Collegiate Education, Government of Kerala and Audit by the office of the Accounts General, Trivandrum are the two kinds of external audit done.

Dates of the last audit done are given below:

Sl.No	Audit Authority	Date of last Audit
1	Local Audit (Director of Collegiate Education)	14.02.2014
2	Accountant General of Kerala	29-01-2014 to 01-02-2014

There have been no major audit objections.

6.4.3 What are the major sources of institutional receipts/funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and the reserve fund/corpus available with the institution, if any.

This is a government aided institution and hence the main source of income is funds received from the state government and the UGC which are utilized for the developmental activities of the institution. This is supplemented by the management in the event of deficit of funds. Salary to staff is provided by the state government.

i. Income and expenditure statement of government funds received

01.04.2010 – 31.03.2011

Sl No.	Item	Income Received & Expended
1	Stipend	165895
2	Scholarship	88260
3	Salary(Teaching Staff)	8321586
4	Salary(Non Teaching Staff)	2352630
5	Festival Allowance	60300
6	Bonus	19250
7	Leave Surrender	172746

01.04.2011 – 31.03.2012

Sl No.	Item	Income Received & Expended
1	Stipend	75915

2	Scholarship	94065
3	Salary(Teaching Staff)	19821205
4	Salary(Non Teaching Staff)	3767545
5	Festival Allowance	77000
6	Bonus	20300
7	Leave Surrender	277455

01.04.2012 – 31.03.2013

Sl No.	Item	Income Received & Expended
1	Stipend	---
2	Scholarship	32039
3	Salary(Teaching Staff)	14628120
4	Salary(Non Teaching Staff)	4528873
5	Festival Allowance	76000
6	Bonus	22400
7	Leave Surrender	541033

01.04.2013- 31.03.2014

Sl No.	Item	Income Received & Expended
1	Stipend	---
2	Scholarship	---
3	Salary(Teaching Staff)	17187054
4	Salary(Non Teaching Staff)	3539435
5	Festival Allowance	265800
6	Bonus	31500
7	Leave Surrender	2167881

ii. Details of funding from the UGC:

Year	Amount in Rs.
2010-11	2660827
2011-12	3286555
2012-13	2869792
2013-14	1025000

iii Income and expenditure statement of PD Account

Sl.No	Year	Opening Balance	Collection	Total	Expenditure	Cash Balance
1	2010-11	815609	670497	1486106	417555	1068551
2	2011-12	1068551	445870	1514421	409044	1105377
3	2012-13	1105377	934532	2039909	887647	1152262
4	2013-14	1152262	439257	1591519	388304	1203215

Funding from the Management:

Year	Amount in Rupees
2010-11	4,00,000
2011-12	7,00,000
2012-13	3,00,000
2013-14	32,00,000

6.4.4. Give details of the efforts made by the institution in securing additional funding and utilization of the same(if any)

Other than the government and the UGC funds, the institution receives financial assistance from the PTA. The Alumni Association also contributes to the developmental needs of the institution.

Contributions from the PTA:

Expenses met with	2010-11	2011-12	2012-13	2013-14
Salary and Wages	281500	165500	185500	297890
Electricity Charges	53412	83944	70452	126661
Telephone Charges	23662	23938	18477	19049
Generator Maintenance	25550	30539	20264	28297
Computer Maintenance	17950	19875	17575	7655
Stationary	12471	9370	40128	34257
Advances	158283	171699	139979	95429
Electrical and Plumbing	60774	24560	22127	46031

Charges				
Academic Development		23299	53169	107660
Miscellaneous	162335	81578	103846	123595
Total	795937	634302	671517	886524

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6.5 Internal Quality Assurance System (IQAS)

6:5:1 Internal Quality Assurance Cell (IQAC)

- a) **Has the institution established an Internal Quality Assurance Cell (IQAC)? If 'Yes', what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?**

Yes. An Internal Quality Assurance Cell (IQAC) was established under the guidance of the college Principal Dr.N.Viswarajan in 2005, with Sri P.Siddhardhan as Co-ordinator, to work towards enhancing the quality of the institution and leading it forward towards achieving the sublime goal of the institution.

The IQAC functions as an effective monitoring mechanism that co-ordinates all the activities of the college. It is the responsibility of the IQAC to suggest measures for quality enhancement and make arrangements to implement them. A perspective plan is chalked out taking into consideration the policies of the management, directives of the university and the UGC as well as suggestions from the students and staff. The action plan is scheduled honouring the timeline and the priorities fixed by the institution.

- b) **How many decisions of the IQAC have been approved by the management/authorities for implementation and how many of them were actually implemented?**

The management approves and implements the recommendations put forward by IQAC. With the combined efforts of the Principal, students, teachers and non-teaching staff of the College, majority of the plans are successfully put into action. The following are some of the decisions of the IQAC approved and implemented by the management:

Academic:

- UGC sponsored National Seminar on *Women, Development, Justice and Empowerment* by the Department of Economics.
- Training Programme in General Informatics Sponsored by Kerala State Higher Education Council.

- Seminar on *Human Rights Violation by the Police* sponsored by Institute of Parliamentary Affairs.
- National Seminar sponsored by PTA on *Save Green, Save Earth*
- National Seminar sponsored by PTA on *Local History* and Coin Exhibition
- Workshop on Theatre, *Arangu*, by the Department of Languages.
- Language Exhibition supported by PTA
- National Mathematical Day Celebration
- A talk on *Human Immuno Deficiency Virus* by Dr.Surej.S, Medical Officer, Govt. Hospital, Alathur organized by the Dept. of Microbiology
- Exhibition on different branches of Microbiology
- Functioning of the NSS and NCC and activities of various club
- P.S.C. coaching classes and NET/SET classes for UG and PG students.
- Remedial Coaching for slow learners.
- Proposal for starting M.A. English. Sanction was received and the Programme was introduced in the last academic year.
- Proposal for starting BSc. Botany. Sanction was accorded and the programme has been introduced in the current year.

Infrastructural:

- Construction of Ladies hostel
- Installation of Language Lab in the College.
- Digital Lab with the help of RDC.
- New toilets for girls and boys.
- Rest room for girls.
- PG Computer Lab
- New waste bins were placed.
- Departments painted and flooring repaired.

c) Does the IQAC have external members on its committee? If so, mention any significant contribution made by them.

The IQAC for 2014-15 has been constituted with the following members:

Chairman -Dr.G.Hariprakash, Principal.

Co-ordinator -Dr.M.A.Suraj, Head, Department of Botany.

Members:

Dr. A.A. Haseena Beevi, Head, Department of Economics

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Dr.A.R.Sandhya,	Head, Department of English
Dr.R.Nishi,	Head, Department of Zoology
Smt K.G.Valsala,	Department of Mathematics
Smt G. Bindu, Head,	Department of Commerce
Sri N.S.Rajendran,	Department of Biochemistry
Sri K.K. Sankaran,	Department of Statistics
Dr. Sajith S. J. Sasi,	Department of Hindi
U.V.Mohanan	Superintendent.

There are three external members in the committee and they are committed towards the welfare activities of the college through their valuable suggestions.

The external experts on Quality Management are:

Member from the Management -Prof. M.Premakumaran, Retired Principal, S.N.College, Alathur and Executive Member, S.N.Trusts, Kollam.

Nominee from Employer - Sri K.S.Sreejesh

Nominee from Local Society - Sri.K.Sivaraman

The IQAC has a well furnished office room with all modern facility.

d) How do students and alumni contribute to the effective functioning of the IQAC?

Students and Alumni contribute to the functioning of the IQAC by actively engaging in the activities of the institution. Tutorial System implemented for every class is employed to communicate the plans of the IQAC. Every week, tutors spend time for mentoring and collecting feedback from students. After discussing the feedback in the department, valuable suggestions and recommendations are handed over to the Principal. This is further discussed in the IQAC and in the College Council. Alumni meeting is conducted every year and their valuable suggestions are given due consideration. Their contributions towards the quality enhancement of the college are accepted favorably.

e) How does the IQAC communicate and engage staff from different constituents of the Institution?

Heads from various departments are represented in the IQAC. The decisions which have been discussed in the IQAC are presented in the Council Meetings. These are communicated to the members of each department through the Heads. The Superintendent representing the administrative department is part of the IQAC and ensures the support of the office in carrying out the activities designed by the IQAC. Various committees formed by the IQAC to carry out curricular and co-curricular activities are headed by members of the faculty.

6.5.2 Does the institution have an integrated framework for Quality assurance of

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the academic and administrative activities? If ‘Yes’, give details on its Operationalization.

Yes. The institution has an integrated framework for quality assurance of the academic and administrative activities. The effective functioning of IQAC has created quality consciousness among the teachers and non-teaching staff. IQAC motivates and enhances the quality of the faculty and staff performance.

Academic Activity Framework

Departments prepare semester-wise course plan of their programme and the teachers schedule the teaching plan of their respective courses. The assignments, seminars and exams are scheduled well in advance so as to set aside ample time for revision. HODs monitor the work done by each teacher. Remedial classes are given to slow learners. Classes that have been lost due to strikes, hartals or similar unexpected incidents are compensated by taking extra classes. Free PSC classes and NET/SET coaching are also provided to the students of this institution and other institutions as well.

Administrative Framework

The head of the institution is the Principal. The members of the faculty are under the guidance of the Head of the Department. The College office is headed by the Office Superintendent and under him comes the Head of Accounts, the UD clerk, LD clerk, Typist, Office Assistants and Supporting Staff. The Principal and the Manager guide the staff in ensuring the quality of the institution.

6.5.3 Does the institution provide training to its staff for effective implementation of the Quality Assurance procedures? If ‘Yes’ give details enumerating its impact.

Yes. The College provides training to the staff for effective implementation of the Quality Assurance procedures. Teachers are given directions and training on how to implement the various activities planned by the departments and various clubs and committees. The administrative staff is given training in developing computer skills. A training was given to the staff on getting prepared for “NAAC Re-accreditation”. Apart from such trainings, teachers and students are encouraged to attend seminars and workshops and other activities in and outside the institution which help in improving their varied professional skills and abilities thereby contributing to the quality enhancement of the institution.

6.5.4 Does the institution undertake Academic Audit or other external review of the academic provisions? If ‘Yes’, how are the outcomes used to improve the institutional activities?

Yes. The IQAC conducts an annual academic audit. IQAC analyses the activities and achievements conducted by the departments and clubs and committees of the institutions. Academic audit is carried out by the principal and Heads of Departments based on the audit Self Study Report (SSR) – Sree Narayana College, Alathur, 2014

efforts are made to improve upon the shortcomings. The academic records are verified by the HODs and Principal. Internal evaluation, attendance, coverage of portions and other academic programs conducted by the departments are reviewed in the meetings convened by the principal and IQAC. Feedback from students is another source to conduct academic audit. Based on the feedback measures are taken to aid in improving the quality strategies.

6.5.5 How are the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities?

The internal quality assurance mechanism has been formed in accordance with the directions of UGC and NAAC and functions as per the norms set by the relevant agencies like Higher Education Council, the Directorate of Collegiate Education and the University of Calicut.

6.5.6 What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?

The IQAC plays an important role to ensure the quality of teaching-learning process. The tutorial system helps to collect feedback from students. Valuable feedback is handed over to the Principal and discussed in the IQAC. At the end of each semester, IQAC ensures whether all the portions are covered within the stipulated time. Each department conducts remedial and coaching classes during free hours for slow learners.

Other mechanisms employed are:

- Attendance
- Seminars, Assignments, Project Works
- Participation in curricular, extracurricular and extension activities
- Teaching plan and work diary
- ICT based teaching and learning

6.5.7 How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders?

The institution communicates its quality assurance policies, mechanisms and outcomes to the external stakeholders through the College website, College calendar, P.T.A meetings, Alumni meetings, Seminars etc.

The internal stakeholders are intimated through the College Council, Staff Meetings, Department Meetings and the College Union. The performance and achievements of staff and students in academic and non-academic activities ensure the quality of the institution.

CRITERION VII: INNOVATIONS AND BEST PRACTICES

Since the mission of the college is to ensure the most conducive environment for the sustainment of peaceful and successful life and since it encompasses every aspect of life, we cannot ignore the high significance of environment protection. Realizing our responsibility, we have been carrying on several realistic programs and practices to set up and maintain green nature in the campus and to persuade the local people to follow the practices. Accordingly, we do not confine our curriculum to class room academics, but motivate our students to go out into nature and to secure an environment that is conducive to natural healthy life in and beyond the campus, for which we accommodate environment studies and practices; non-toxic agro- production methods; eco-friendly water management, land management, and water preservation methods; vegetating the land etc. in the curriculum. Further, we are keen to exploit every available opportunity and technology for the academic benefit of our students, so that they gain academic excellence and keep abreast of new developments in their respective disciplines and other areas of interest.

The college has introduced many innovative practices for improving the academic excellence of the students. These include Language Lab, Smart Class Rooms, Expert Classes, Project Work, Field Visit and Industry Visit. We also motivate the students to update their knowledge through latest information technology tools and online resources. Students are also encouraged to share the knowledge thus gained with the other students through diverse programmes like seminars and workshops. We also design programmes which help students to apply this knowledge in their practical life.

This being a college where vast majority of students belong to culturally and educationally backward regions and with very little exposure to means of communication in English and modern means of skill acquisition, the students' proficiency in English and computer skills are limited. In order to improve their skills in these areas the college facilitates the use of language lab and other information technology tools. This saves them from being sidelined in the job market. The students are provided with the audio visual equipments so as to enable them in grasping complex and abstract ideas.

Thanks to frequent expert classes, students get direct contact with the experts in different fields. Students are encouraged to utilise latest technology which is quick, accurate and makes their access to the desired information easy.

7.1 Environment Consciousness

The college is situated in the interior part of a village with a serene sylvan natural ambience. It has a pollution free and eco-friendly environment. In order to maintain the serenity of the locality we conduct many awareness programs expedient to making the students conscious of the need for protecting the environment. The NSS and NCC units of the college regularly organize trekking programmes and camps to sensitize the students about the need for maintaining bio diversity. The Nature Club also conducts nature camps and 'nature walks' in association with OISCA International. In order to habitualise nature love in our students the

college observes World Environment Day, Hiroshima Day and other such environmentally relevant days with enlightenment programmes that contribute to the environmental concern of our students.

7.1.1 Does the institute conduct a Green Audit of its campus and facilities?

The college has been conducting yearly Green Audit of the campus as a main plank of the activities of the Nature Club of the college. The NSS units enumerate and survey all the plants in the campus and have fixed name boards on the trees to identify them. The Department of Environment and Water Management & Botany has conducted a study on Carbon footprint. All efforts are being made to maintain and augment the greenery of the campus. In and around the campus there are a wide variety of trees. It is a virtual biodiversity zone. When the college was constructed its location was a barren hill without even one tree. It was the combined effort of the students, staff and the management that made it a green haven.

7.1.2 What are the initiatives taken by the college to make the campus eco-friendly?

- **Energy Conservation:**
The College has taken many steps to minimize energy consumption. These include:
 1. Replacement of energy consuming tube lights and bulbs with energy saving CFL tubes and LED lamps.
 2. Energy consumption in the hostel is strictly monitored by a committee which has successfully brought down power consumption by enlightening the inmates about the indispensability of energy saving.
 3. The Energy Conservation Club conducts various programmes, discussions and campaigns to create an energy conserving mentality among the students
 4. The College fosters an energy saving attitude among students and staff through various programmes, discussions and campaigns in association with KSEB and Energy Management Development Centre.
 5. We also organize an inter departmental, KSEB sponsored, power quiz for the students.

- **Use of renewable energy:**
A proposal to install solar panels in the campus has been given to the management.

- **Rain Water harvesting:**
There is provision for rain water harvesting in the main building of the college. The water from the roof of the college is collected through pipe lines to the water tanks constructed for the purpose. The NSS units have constructed many rain water pits in the campus and there is also a huge well in the compound. Rain water percolates into the ground through these whereby the water table is maintained.

- **Efforts for Carbon Neutrality**

- 1) We have stopped the old practice of burning waste. The present practice is to collect the waste every day and bury degradable waste near trees so that it becomes manure for the trees and other vegetation.
 - 2) NSS volunteers and NCC cadets have planted trees in the campus.
 - 3) The college conducts awareness programmes on global warming, ozone depletion and such other environment related issues.
- Plantation
 - 1) The Nature Club of the college organizes tree plantation drives regularly
 - 2) The Department of Botany maintains a herbal garden in the campus
 - 3) There is a teak plantation as part of the campus. Teak is preferred because it is one of the trees which gives out more oxygen and has wide-spreading foliage. Deep roots of the teak prevent land slide and erosion and also facilitate deep and sustained ground water percolation. Further, the soil in the area is suitable for moist deciduous species like teak.
 - Hazardous Waste Management
 - 1) Harmful chemical waste from the chemistry laboratory is collected in the tanks specially constructed for this purpose. These tanks are covered safely so that these chemicals do not come into contact with outer environment. The chemicals are then neutralized and discarded.
 - 2) Other waste is disposed in waste bins placed at various points in the institution. They are periodically cleaned away by the staff. Recyclable waste is regularly cleared by those who are in the recycling business.
 - 3) Biological waste is sterilized by heating and discarded.
 - E-waste Management

E-wastes are kept in a separate room within the College. The institution has started deliberations with experts and business firms for safe disposal/recycling of these materials.

Innovations

We have introduced many innovations to facilitate academic improvement and student progress.

- **HINDI CLUB**

The club was started to promote our students' interest in Hindi language and literature. It is an avenue for our students to exhibit their talents in writing in Hindi and to participate in competitions conducted by various Hindi Prachar Sabhas. Different programs are organized under Hindi Club for propagation of the national language. Trained students are selected as Hindi *Pracharaks* by the *Kerala Hindi Prachara Sabha*. Some of the students have started Hindi *Prachara Kendras* in their respective homes. Hindi Club conducts many certificate courses such as *Bhooshan* (Equivalent to matriculation) and *Sahithyacharya* (Equivalent to BA

Hindi).After the completion of the course, *Bhooshan*, the students are eligible for appearing in part time language teacher test conducted by the Kerala PSC. After completing Sahithyacharya they are eligible for *Acharya* course offered by *Kerala Hindi Prachar Sabha* which is equivalent to B.Ed in Hindi.

- **ALTIUS**

ALTIUS is a non-profit initiative of World Malayalee Council. It intends to impart quality training to students of various colleges in Kerala to groom them to be ‘Globally Competent and Socially Committed’ leaders of tomorrow. Our students participated in many programs organized by ALTIUS such as Leadership Programs, National Poetic Fest (Trivandrum) and a Leadership Camp at Singapore.

- **ASAP(Additional Skill Acquisition Programme)**

This has been newly introduced by Govt. of Kerala to equip the students with good communication skills and the basics of IT. We introduced this in the College in 2013.

- **Add-on course in Horticulture Management**

This UGC sponsored course offered by the Dept. of Botany was introduced with the idea of providing scope for self-employment in the field of horticulture.

- **Innovations introduced in Teaching-Learning**

This includes the use of Information and Communication Technology (ICT) enabled teaching in certain subjects.

- **Information and Library Network(INFLIBNET)**

This facility has been introduced in order to facilitate free of cost downloading of articles to students and staff.

- **Network Resource Center**

This was established to create computer awareness in students and to make them use computers for gaining information. Students have access to internet at the Resource Center at a nominal charge.

- **Mid-day Meal Programme**

This programme was launched with a view to improve the health of students who belong to economically weaker sections of the society. Provision for obtaining free meals to the deserving students lessens the burden of their parents and attracts the students to classrooms rather than to mean work.

- **Coaching for competitive examinations**

To enable the students of this college to better their employment prospects and come on level with their privileged and urban counterparts we have introduced UGC funded coaching classes for PSC, NET/SET with aid from UGC.

- **Language Lab**

A Digital Language Lab has been set up to enhance the communicative skills of students helping them to be better equipped for the job market.

- **Digital lab.**
We introduced this to ensure that students have access to multimedia materials in teaching and learning.
- **Visit to Home for the Destitute.**
This is undertaken every year to sensitize students about the burning social issues pertaining to mushrooming old age homes and the alarming number of inmates in them.
- **Computerization of the college office**
The Administrative Office is completely computerized with the required soft ware to prepare salary bills, govt. stipends and scholarships, online dealings with the university with regard to examinations, registration etc
- **Setting up a village library.**
A book collection campaign was launched by the NSS volunteers of the College to create a rich reading environment for the inhabitants of the village nearby and to inculcate a good reading habit in them.
- **Helmet wearing campaign**
Our students conducted helmet wearing campaigns at Alathur junction by giving sweets to travelers with helmet and awareness class to those without helmets. That was a new experience to the public
- **Anti-tobacco rally**

An anti- tobacco awareness rally was conducted by NCC cadets. It was inaugurated by the Sub Inspector of Alathur Police Station.
- **Workshop on soap making**

NSS volunteers conducted a soap making workshop in association with *Prathibha* Library & Recreation Club and Kavassery Grama Panchayath.

7.3 Best Practice I

1 Title: Artificial Groundwater Recharging

2 Goal: Though the area where the College is situated gets good supply of rain, the water storage capacity of the soil here is very low. The practice therefore aims to build up groundwater resources and to reduce surface run off.

3. Context: Our College is located in a geographical area where the soil is hard and rocky. This often leads to surface run off of rain water resulting in low groundwater resources so

that soon after the rainy season the soil becomes rather dry. Since the institution gives utmost importance to protect its greenery, we found it imperative to build up water table resources.

4. The Practice: We adopted a simple form of groundwater recharge which helps to store water naturally in earth. For this rain pits were dug in the College campus. These pits were then back filled with gravel and coarse sand.

5. Evidence of success: The outcome of the practice was very heartening since most of the saplings that were planted earlier in the academic year vigorously survived the offensive heat of summer this year. The benefit was shared by the local people: their wells did not dry up and sufficient underground water prevented green depletion of the area. This has provided the students and staffs much encouragement and a lot of requests for continuing the practice have come up from the local people.

6. Problems Encountered: Since the ground is too rocky the students found it difficult to dig through the rocks.

Best Practice II

1. Title: Setting up vegetable garden

2. Goal: To promote organic vegetable farming in villages and make the village self-sufficient in vegetable produce.

3. Context: Kerala is a consumer state which depends on other states in India for food products. The rice and vegetables required by the state are received mainly from Tamilnadu and Andhra Pradesh. Most often the vegetables arriving in the state are laden with hazardous chemical pesticides. This creates health problems in diverse forms. In this context the NSS units of our College decided to take a small effort to create awareness about the harmful effects of consuming pesticide laden vegetables and to make the people interested in vegetable cultivation by setting up organic vegetable gardens in selected households.

4. Practice: The NSS volunteers took up the initiative to set vegetable gardens in Kavasserry Grama Panchayat. The project was funded by Krishi Bhavan. For this, 60 houses were selected.

Seeds required for setting up the gardens were provided by Krishi Bhavan. The NSS volunteers assisted in maintaining the gardens, for one month. They helped in watering the gardens and manuring. Particular care was taken in avoiding the use of chemical fertilizers and pesticides.

5. Evidence of success: There were innumerable requests from various people in the panchayat to assist them in setting up vegetable gardens in their homes.

6. Problems encountered: Initially, the villagers were reluctant to provide space for setting the gardens. They were full of doubts about the quality of seeds, maintenance of the gardens and also about the expenses to be incurred.

PART D: EVALUATIVE REPORT OF DEPARTMENTS

EVALUATIVE REPORT OF THE DEPARTMENTS

Department of Microbiology

1	Department	Microbiology
2	Year of Establishment	1999
3	Programmes Offered (UG/PG)	B.Sc Microbiology
4	Interdisciplinary courses and Dept. involved	(Open Course) 1.Chemistry 2. Zoology 3. Functional English 4. Commerce 5. Mathematics 6. Physical Education
5	Annual/Semester/ choice based credit system	choice based credit system
6	Participation of the dept., in the courses offered	Open course offered by all the other Depts.
7	Details of course/programme discontinued	B.Sc. Industrial Microbiology, Due to lack of necessary Lab Facilities (2008-09)
8.	No. of Teaching Posts	3

9. Faculty Profile

S.no	NAME	DESIGNATION	QUALIFICATION	UNIVERSITY/COLLEGE
1.	Dr. S.DHIVA	Assistant Professor & Head	M.Sc, M.Phil, Ph.D	Srimad Andavan College, Bharathidasan University
2.	Smt. DIVYA.R	Assistant Professor	M.Sc, M.Phil (NET)	School of Biosciences MG University campus
3.	Smt. NITHYA JAYAN	Assistant Professor	M.Sc, M.Phil (NET)	Thanthai Hans Roever College, Bharathidasan University

10. Visiting Faculty	-	nil
11. % of Lectures delivered by Temporary faculty	-	Nil
12. Student – Teacher ratio	-	29:1
13. No. of academic support staff (Technical)	-	1
14. No. of Teaching faculty with Ph.D	-	1
15. No. of faculty with ongoing project	-	1 (National)
16. International funding agencies and grants received	-	Nil
17. Departmental projects funded by	-	UGC
18. Research centre facility recognized by University	-	nil

19. Publications

Name	No. of papers Published	Chapters in Book	Book edited	Books with ISBN/ISSN	Impact factor	Citation index
Dr, S. Dhiva	7	2	nil	2	7(nos)	3
Divya R.	1	nil	nil	-	-	-
Nithya Jayan	2	nil	nil	-	-	-

20. Areas of consultancy and Income generated - Nil

21. Faculty as member in National / International committees-Acted as subject expert for PhD, Calicut University and Major project by UGC at Mercy college

22. Student Project:

a. % of students who have done in-house Projects	-	100%
b. % of students placed for projects in organization outside the institution, ie., Research labs/ Industries/ any other agencies	-	Nil

23. Awards/ Recognition received by students/ faculty - H.G. Khorana

Young Scientist
award- 2013
(Dr. S.Dhiva)

24. List of Eminent academicians and scientists or visitors to the department

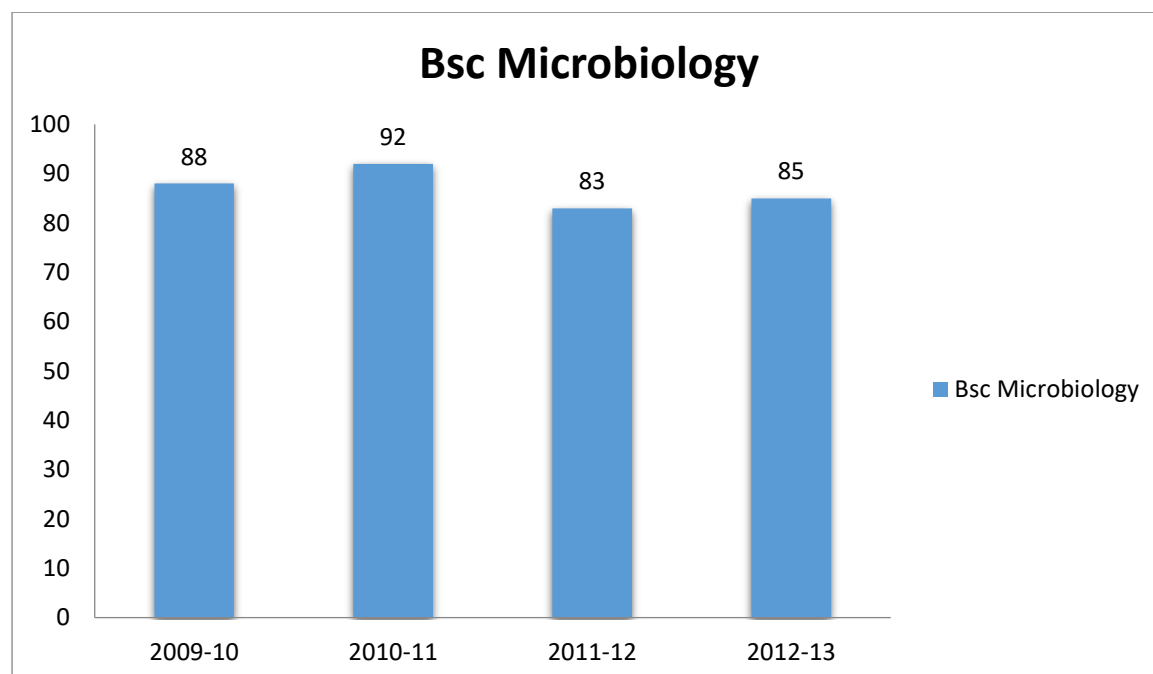
- Nil

25. Seminars/conferences/ workshop organized

- A one day Talk on HIV

26. Student profile programme - wise

Programme	Applications received	Selected	Enrolled	Pass %
B.Sc. Microbiology	2010-11 – 232	35	29	88%
	2011-12 - 255	35	24	91.67%
	2012-13 - 321	40	34	83%
	2013-14	40	34	85%



27. Diversity of Students

Name of the course % from same state % from other states % from abroad

B.Sc Microbiology	100%	Nil	nil
28. How many students have cleared national and state competitive exams (Defence service) Like NET, SLET, GATE, Civil service, Defence service			
			- 3
29. Student progression UG to PG % Enrolled			
			- 85%
30. Details of infrastructural facilities			
a. Library			- yes
b. Internet Facility			- yes
c. Class room with ICT facility			- yes
d. Laboratories			- Yes
31. No. of Students receiving financial assistance from College, University, Govt. or other Agencies			
			- 80%
32. Details on Student enrichment programmes with external experts and Talks by experts on current developments in Microbiology			
			- Exhibition
33. Teaching methods adopted to improve student Learning			
			- Conventional teaching, poster presentation, Seminars Digital Classes,
34. Participation in institutional social responsibilities (ISR)			
			- CSS, And Extension activities, Campus cleaning, service in Orphanage,etc.,
35. SWOC Analysis of the Department and Future plans-			
	S	-	Furnished Lab facilities, Experience teaching faculties,
	W	-	Lack of Departmental Library facilities
	O	-	Job oppurtunities at research centres, Industries, Hospitals, etc.,
	C	-	(English) Language difficulties in students from Malayalam medium

Future Plans - planning to start PG in Microbiology

DEPARTMENT OF COMMERCE

1	Name of the department	Postgraduate Department of Commerce
2	Year of establishment	1978-79

3	Names of Programmes offered (UG/PG)	B.Com (Co-operation)and M.Com(Financial Management)
4	Names of interdisciplinary courses and the department involved	NIL
5	Annual/Semester/choice-based credit system	SEMESTER,CCSS
6	Participation of the department in the courses offered by other departments	Open course for Non-commerce students
7	Details of course/programme discontinued with reasons	NIL
8	No. of teaching posts	8 + 1 Part-time lecturer
9	Faculty profile with name, qualification, designation, specialization (MPhil,Ph.D etc)	1 .Bindu.G, M.Com,NET Assistant Professor 2. Archana.K.M, M.Com,B.Ed,NET,PGDCA. Assistant Professor, 3 .M.P.Preejith, M.Com,M.Phil,B.Ed,NET. Assistant Professor, 4.K.Rosini, M.Com,MBA,B.Ed,NET. Assitant Professor. 5.Dhanya.R, M.Com,B.Ed,NET. Assitant Professor. 6. Vidya.K, M.Com,NET. Asstant Professor, 7. A.S.Priyanka,M.Com,MBA,NET. Assitant Professor. 8. V.Pazhanimala, B.A, LLB.(Part-time law lecturer) 9.Pushpanjali.C.S, M.Com, M.Phil, B.Ed, NET.(Guest Lecturer)
10	Visiting faculty	NIL
11	Percentage of lectures delivered by temporary faculty	11%
12	Student-Teacher ratio (Programme-wise)	UG-20:1, PG-3:1
13	No. of academic support staff (technical), administrative staff, sanctioned and filled	NIL
14	No. of teaching faculty with Ph.D	NIL
15	No. of faculty with ongoing projects from a) National b) International	NIL
16	International funding agencies and grants received	NIL
17	Departmental projects funded by	NIL

	NST,FIST,UGC,DBT,ICSSR etc	
18	Research centre facility recognized by the University	NIL

19. Publications. NIL

Name of Faculty	No. of Papers published	Chapters in Book	Book edited	Books with ISBN/ISSN	Impact factor	Citation Index

20	Areas of consultancy and income generated	Income Tax Services in direct taxation to the tax planning & tax management problems of other staff members of the College and to the College office.
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21. Faculty as members in

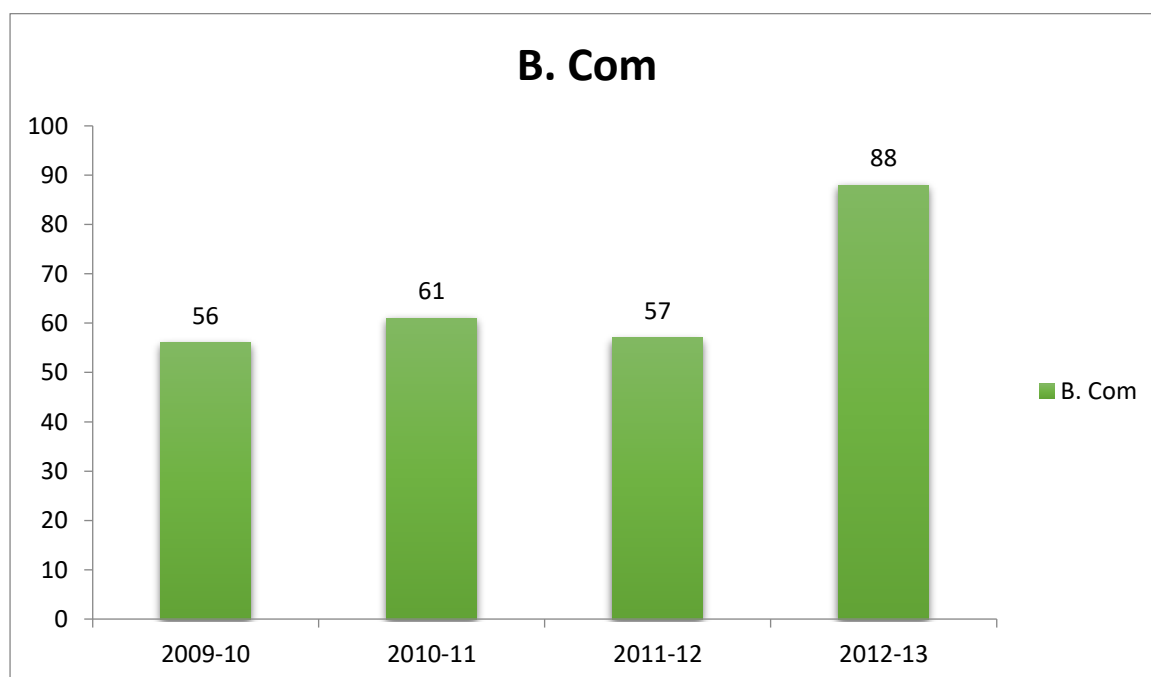
Name of Faculty	National Committees	International Committees	Editorial Board
	Nil	Nil	Nil

22	Student Projects a) percentage of students who have done in house projects : b) percentage of students placed for projects in organizations outside the institution, i.e., Research Labs/Industries/any other agencies.	14%				
23	Awards / Recognitions received by faculty and students	NIL				
24	List of eminent academicians and scientists or visitors to the department	2009-10 Regional level seminar on "Paradigm Shift in Financial Sector" in association with Student Economic	2010-11 Confluence 2010, held on 13-12-2010 by Prof.V.Vanaraj, Asso.Prof. in Commerce, Govt.College, Chittur, Palakkad	2011-12 Seminar on "Role of Co-operative Banks in Rural Development", by Sri. V K Sunny,	2012-13 1. Dr. K.G.Jose, Director, Rajagiri College of Managam ent 2. Dr.Sambu. V.Panicke r, former	2013-14 Dr.S . Baluswamy, Associate professor in management,RVS Faculty of Management, Coimbatore .

		Forum,SIB Ltd Thrissur		Branch Manager , Co-operative Bank, Alathur.	faculty of IIT BOMBAY, CEO and founder of Thathasthu Finishing school.	2. Dr. P. Murali, Associate Professor , Govt Victoria College, Palakkad
25	Seminars/Conferences/workshops organized and the source of funding: a) National b) International	Nil		Nil		

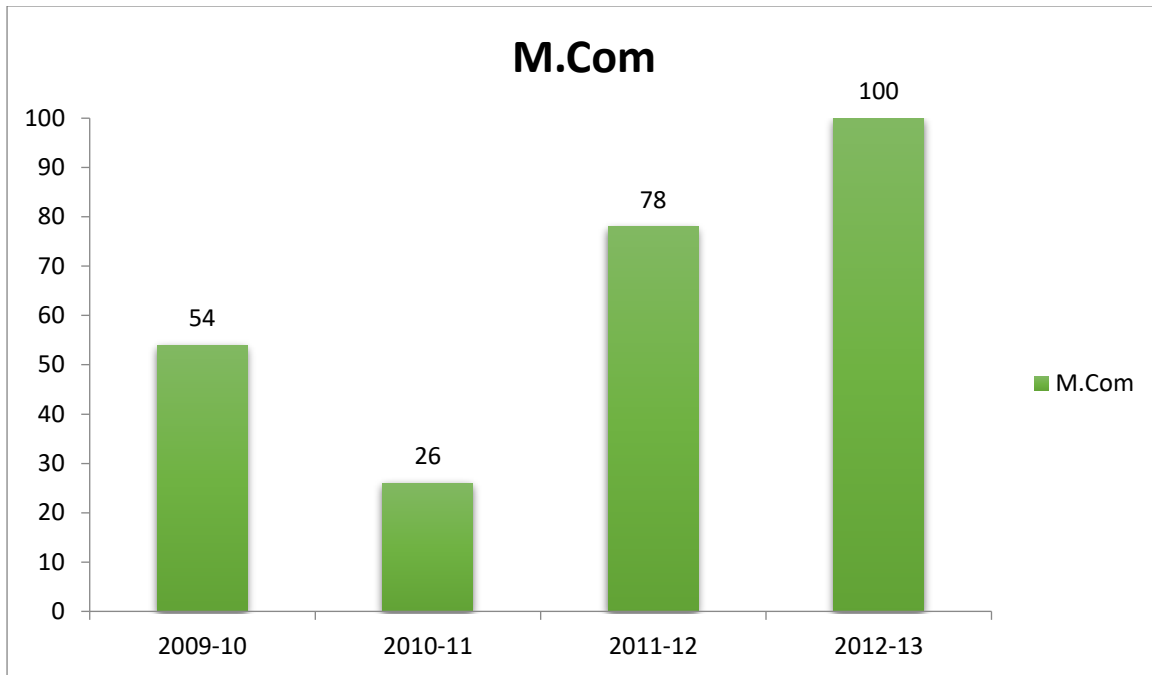
26. Student profile program wise

Name of the programme	Applications Received	Selected	Enrolled	Pass %
B.COM,2009-10	125	60	60	56
2010-11	181	48	48	61
2011-12	221	48	48	57
2012-13	235	60	59	88
2013-14	255	60	60



Name of the	Applications	Selected	Enrolled	Pass %
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programme	Received			
M.COM,2009-10	150	20	20	54
2010-11	175	15	15	26
2011-12	180	12	12	78
2012-13	220	13	13	100
2013-14	171	15	15



27. Diversity of students

Name of the course	% from same state	% from other states	% from abroad
2009-10	100	NIL	NIL
2010-11	100	NIL	NIL
2011-12	100	NIL	NIL
2012-13	100	NIL	NIL
2013-14	100	NIL	NIL

28	How many students have cleared National and State Competitive exams like NET, SLET, GATE, Civil Service, Defence Service?	NET:4, Defence:5.
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29. Student progression

Enrolled	Against %				
	2009-10	2010-11	2011-12	2012-13	2013-14
UG to PG	50	20	50	15	13

PG to MPhil	2009-10	2010-11	2011-12	2012-13	2013-14
	1	1			
PG to Ph.D.					
Employed	2009-10	2010-11	2011-12	2012-13	2013-14
	25	11	14	----	23
Campus Selection					2
Other than campus recruitment					
Entrepreneurship/ Self-employment	20				

30	Details of Infrastructural facilities a) Library b) Internet facilities for staff and student c) Classrooms with ICT facility d) Laboratories			a)General library with sufficient books b)available c)NIL d) available.		
31	No. of students receiving financial assistance from College, University, Govt. or other agencies	Year	College	University	Govt	Other agencies
		2009-10	1	Nil		Nil
		2010-11	1	Nil		Nil
		2011-12	1	Nil		Nil
		2012-13	1	Nil	135	Nil
		2013-14		Nil	132	Nil

3 2	Details on student enrichment programmes (Special lectures/workshops/Seminars) with external experts	2009-10 1.Regional level seminar on “Paradigm Shift in Financial Sector” in association with Student Economic Forum,SIB Ltd Thrissur	2010-11 “ Confluence 2010” held on 13-12-2010 by Prof.V.Vanaraj , Asso.Prof. in Commerce, Govt.College, Chittur, Palakkad	2011-12 1.Seminar on “Role of Co-operative Banks in Rural Development”, by Sri. V K Sunny, Branch Manager, Co-operative Bank, Alathur.	2012-13 1.Work shop on self-confidence development by Dr. K.G.Jose, Director,Rajagiri College of Management 2.Work shop on “Innovative life skill development” by Dr. Sambu.V.Panicker, former faculty of IIT BOMBAY,CEO and founder of Thathasthu Finishing school and Sri V. Ramachandran,Business co-ordinator of Ahalia Group . 3.Symposium on “Role Of Investment, Demat accounts& PAN Cards in today’s life by Mr. Kallada Vinod ,Manager UAE Exchange & Financial Services Ltd Vadakkenchery, Palakkad.	2013-14 1.Work on “Financial Inclusion” by Dr. S .Baluswamy, Associate professor in management, RVS Faculty of Management, Coimbatore. 2.Seminar on Recent Trends In Higher Education ,by Dr. P. Murali, Associate Professor , Govt Victoria College palakkad. 3.Workshop on “Intensive Training in Accounting &Tax practitioner Profession”by Sri. Ommana Kuttan & Sri Madhusudanan, Member of tax study center ,Palakkad Chapter.
3 3	Teaching methods adopted to improve student learning	Remedial coaching for poor students, Coaching classes for competitive exams, Tutorial supervision ,Special Coaching in information technology as part of curriculum to PG students ,making use of classroom with ICT facility for UG& PG, Making use of PG computer lab for special coaching to PG students.				
3 4	Participation in Institutional Social Responsibility	Participation of students in Programmes organized by local governments such as Census by panchayath, Blood Donation & Polio Immunisation ,Campus Cleaning as part of CSS, Tree Plantation outside the campus.				

	lities (ISR) and Extension Activities.				
3	SWOT analysis of the department and Future plans.	Strength	Weakness	opportunities	Threat
5		Eminent Staffs & Good Library	Rural area, inconvenience in accessing the College	Specialization in co-operative Sector, social upbringing of society, especially in Palakkad district by providing education to children of backward social classes	The threat of going off the students to professional students

EVALUATIVE REPORT OF THE DEPARTMENT

1	Name of the department	ECONOMICS
2	Year of establishment	1980
3	Names of Programmes offered (UG/PG)	B.A.ECONOMICS
4	Names of interdisciplinary courses and the department involved	HISTORY AND POLITICS
5	Annual/Semester/choice-based credit system	SEMESTER,CCSS
6	Participation of the department in the courses offered by other departments	Open course, International trade and Finance for Non Economics students
7	Details of course/programme discontinued with reasons	Nil
8	No. of teaching posts	Economics-2,History-1,Political science-1
9	Faculty profile with name, qualification, designation,specialization (MPhil,Ph.D etc.	1.Dr.A.A Haseena Beevi,MA,MPhil,PhD,Associate Professor ,Health Economics 2.Smt.Sophia D.G,M,A,MEd,Assitant Profesor, Education 3.SmtManjula .V, Guest lecturer in History 4Sri T.K.Muraleedharan.Guest lecturer in Political Science

10	Visiting faculty	Nil
11	Percentage of lectures delivered by temporary faculty	25%
12	Student-Teacher ratio (Programme-wise)	38:1
13	No. of academic support staff (technical), administrative staff, sanctioned and filled	Nil
14	No. of teaching faculty with Ph.D	1
15	No. of faculty with ongoing projects from a) National b) International	Nil
16	International funding agencies and grants received	Nil
17	Departmental projects funded by NST,FIST,UGC,DBT,ICSSR etc	Nil
18	Research centre facility recognized by the University	Nil

19. Publications. Nil

Name of Faculty	No. of Papers published	Chapters in Book	Book edited	Books with ISBN/ISSN	Impact factor	Citation Index

20	Areas of consultancy and income generated	Nil
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21. Faculty as members in

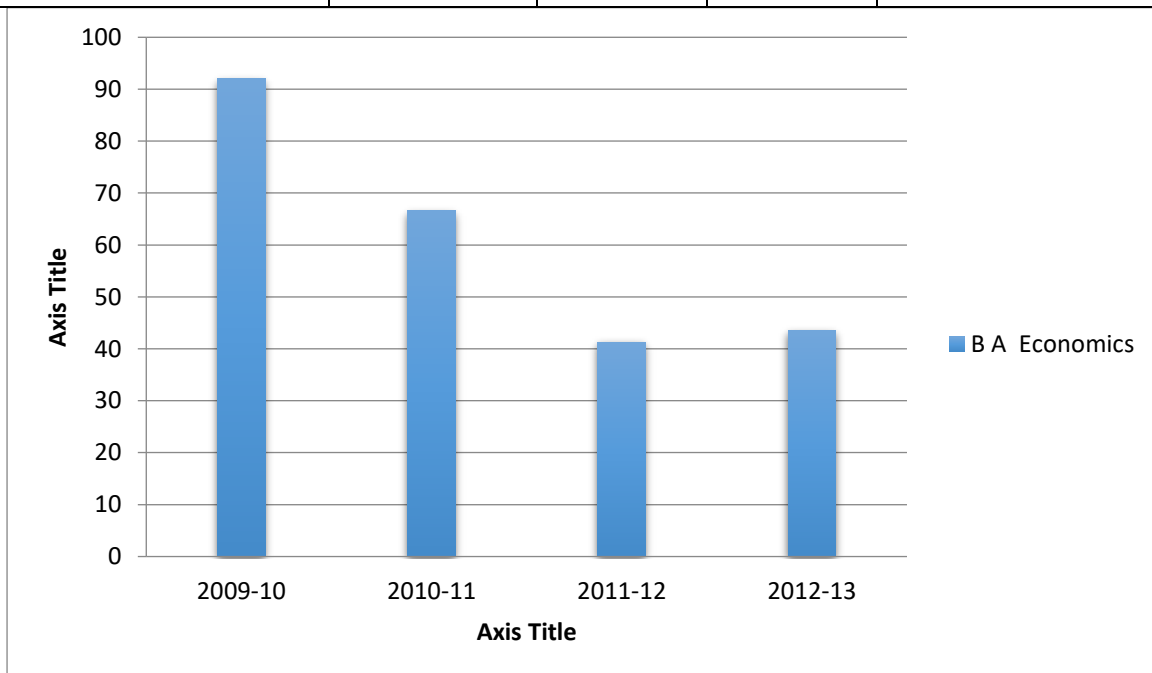
Name of Faculty	National Committees	International Committees	Editorial Board
	Nil	Nil	Nil

22	Student Projects have done a) in house projects b) percentage of organizations	100 Nil
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	Research Labs/Industries/any other agencies.					
23	Awards / Recognitions received by faculty and students	<p>Two students secured second prize in Quiz competition conducted by Co-operative College in connection with Statistical Day Celebration and second prize in Quiz competition conducted by Mercy College, Palakkad.</p> <p>Two students participated in the Inter-collegiate Telescope Making competition Organized by the Dept. of Mathematics.</p> <p>Two faculty members presented papers in National Seminars organized by Govt. Victoria College, Palakkad and Christ College, Irinjalakuda</p>				
24	List of eminent academicians and scientists or visitors to the department	2009-10	2010-11	2011-12	2012-13	2013-14
		<p>1.Dr.K.Geeta, Reader, Avinasha Lingam University, Coimbatore.</p> <p>2.Prof.Vanita, Reader, Bharathiyar University</p>	<p>Prof.Sujatha, HOD of Economics, SNColege ,Nattika</p>	<p>Sri.Sabari Sankar, Statistical Officer, Palakkad</p>	<p>Dr.C.Balan ,Former Director of History Dept,Kannur University</p> <p>2.Prof. K.P.Jayarajan, Controller of Examinations, Yenepoya University.</p>	<p>Prof.Deepa, Mercy College, Palakkad</p>
25	Seminars/Conferences/workshops organized and the source of funding: a) National b) International	<p>2009-10 National Seminar on “Women: Development, Justice and Empowerment” with UGC assistance</p>		<p>2012-13 National Seminar on Local History, funded by PTA</p>		

26. Student profile programme wise

Name of the programme	Applications Received	Selected	Enrolled	Pass %
2010-11	582	60	57	92
2011-12	590	60	48	66.6
2012-13	964	58	48	41.3
2013-14	CAP	60	50	43.5



27. Diversity of students

Name of the course	% from same state	% from other states	% from abroad
2009-10	100	NIL	NIL
2010-11	100	NIL	NIL
2011-12	100	NIL	NIL
2012-13	100	NIL	NIL
2013-14	100	NIL	NIL

28	How many students have cleared National and State Competitive exams like NET, SLET, GATE, Civil Service, Defence Service ?	NET:1
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29. Student progression

Enrolled	Against %
UG to PG	20
PG to MPhil	
PG to Ph.D.	
Employed	40
Campus Selection	
Other than campus recruitment	
Entrepreneurship/ Self- employment	40

30	Details of Infrastructural facilities a) Library b) Internet facilities for staff and student c) Classrooms with ICT facility d) Laboratories	a)General library with sufficient books b)available c)Nil d)Nil																														
31	No. of students receiving financial assistance from College, University, Govt. or other	<table border="1"> <thead> <tr> <th>Year</th> <th>College</th> <th>University</th> <th>Govt</th> <th>Other agencies</th> </tr> </thead> <tbody> <tr> <td>2009-10</td> <td>1</td> <td>Nil</td> <td>140</td> <td>Nil</td> </tr> <tr> <td>2010-11</td> <td>1</td> <td>Nil</td> <td>138</td> <td>Nil</td> </tr> <tr> <td>2011-12</td> <td>1</td> <td>Nil</td> <td>140</td> <td>Nil</td> </tr> <tr> <td>2012-13</td> <td>1</td> <td>Nil</td> <td>135</td> <td>Nil</td> </tr> <tr> <td>2013-14</td> <td></td> <td>Nil</td> <td>132</td> <td>Nil</td> </tr> </tbody> </table>	Year	College	University	Govt	Other agencies	2009-10	1	Nil	140	Nil	2010-11	1	Nil	138	Nil	2011-12	1	Nil	140	Nil	2012-13	1	Nil	135	Nil	2013-14		Nil	132	Nil
Year	College	University	Govt	Other agencies																												
2009-10	1	Nil	140	Nil																												
2010-11	1	Nil	138	Nil																												
2011-12	1	Nil	140	Nil																												
2012-13	1	Nil	135	Nil																												
2013-14		Nil	132	Nil																												

	agencies						
32	Details on student enrichment programmes (Special lectures/workshops/Seminars) with external experts	2009-10 National Seminar on Women: Development, Justice and Empowerment	2010-11 Economics Association Day Chief Guest: Prof. Suresh Babu, NSS College, Nemmara	2011-12 Sri. Sabari Sankar inaugurated Association Day	2012-13 National Seminar on Local History	2013-14 Seminar on “Kerala Economy- Threats and Challenges”	
33	Teaching methods adopted to improve student learning	Remedial coaching for poor students, Coaching classes for competitive exams, Tutorial supervision, Conducted a socio-economic survey in the surrounding area, advanced learners took classes for students in the nearby LP School					
34	Participation in Institutional Social Responsibilities (ISR) and Extension Activities.	Participation of students in Programmes organized by local governments such as Polio immunization, Visit to poor homes etc.					
35	SWOC analysis of the department and Future plans.	Strength	Weakness		opportunities	Challenges	
		Dedicated teachers and good library	Poor staff of the students		Scope for higher education	Involvement of students in politics	

EVALUATION REPORT OF THE DEPARTMENT

1	Name of the department	Botany & Environment and Water Management
2	Year of establishment	1977 (B.Sc Complementary Botany) 1998 (Environment and Water Management)
3	Names of Programmes offered (UG/PG)	B.Sc Complementary Botany B.Sc Environment and Water Management
4	Names of interdisciplinary courses and the department involved	Complementary Botany & Chemistry Open course “Chemistry in Everyday Life” offered
5	Annual/Semester/choice-based credit system	Annual upto 2012. Semester system introduced in 2009
6	Participation of the department in the courses offered by other departments	Open course for Chemistry in Everyday Life”

7	Details of course/programme discontinued with reasons	Nil																				
8	No. of teaching posts	Botany -2, Chemistry-2, Environment and Water Management-1																				
9	Faculty profile with name, qualification, designation, specialization (MPhil, Ph.D etc.)																					
	2009-10	<table border="1"> <tr> <td>Dr. M.A. Suraj</td> <td>M.Sc, Ph.D</td> <td>Asso. Prof.</td> <td>13</td> </tr> <tr> <td>Dr. R. Bindu</td> <td>M.Sc, Ph.D</td> <td>Asst. Pro.</td> <td>5</td> </tr> <tr> <td>Miss. Anitha. V</td> <td>M.Sc. M. Phil</td> <td>Guest. Lect</td> <td>-</td> </tr> <tr> <td>Mrs. Archana. P</td> <td>M.Sc, B. Ed</td> <td>Guest. Lect</td> <td>-</td> </tr> <tr> <td>Miss. Praseetha. F</td> <td>M.Sc, B. Ed</td> <td>Guest. Lect</td> <td>-</td> </tr> </table>	Dr. M.A. Suraj	M.Sc, Ph.D	Asso. Prof.	13	Dr. R. Bindu	M.Sc, Ph.D	Asst. Pro.	5	Miss. Anitha. V	M.Sc. M. Phil	Guest. Lect	-	Mrs. Archana. P	M.Sc, B. Ed	Guest. Lect	-	Miss. Praseetha. F	M.Sc, B. Ed	Guest. Lect	-
Dr. M.A. Suraj	M.Sc, Ph.D	Asso. Prof.	13																			
Dr. R. Bindu	M.Sc, Ph.D	Asst. Pro.	5																			
Miss. Anitha. V	M.Sc. M. Phil	Guest. Lect	-																			
Mrs. Archana. P	M.Sc, B. Ed	Guest. Lect	-																			
Miss. Praseetha. F	M.Sc, B. Ed	Guest. Lect	-																			
	2010-11	<table border="1"> <tr> <td>Dr. M.A. Suraj</td> <td>M.Sc, Ph.D</td> <td>Asso. Prof.</td> <td>14</td> </tr> <tr> <td>Dr. R. Bindu</td> <td>M.Sc, Ph.D</td> <td>Asst. Pro.</td> <td>6</td> </tr> <tr> <td>Miss. Athira. V</td> <td>M.Sc.</td> <td>Guest. Lect</td> <td>-</td> </tr> <tr> <td>Miss. Praseetha. F</td> <td>M.Sc, B. Ed</td> <td>Guest. Lect</td> <td>-</td> </tr> </table>	Dr. M.A. Suraj	M.Sc, Ph.D	Asso. Prof.	14	Dr. R. Bindu	M.Sc, Ph.D	Asst. Pro.	6	Miss. Athira. V	M.Sc.	Guest. Lect	-	Miss. Praseetha. F	M.Sc, B. Ed	Guest. Lect	-				
Dr. M.A. Suraj	M.Sc, Ph.D	Asso. Prof.	14																			
Dr. R. Bindu	M.Sc, Ph.D	Asst. Pro.	6																			
Miss. Athira. V	M.Sc.	Guest. Lect	-																			
Miss. Praseetha. F	M.Sc, B. Ed	Guest. Lect	-																			
	2011-12	<table border="1"> <tr> <td>Dr. M.A. Suraj</td> <td>M.Sc, Ph.D</td> <td>Asso. Prof.</td> <td>15</td> </tr> <tr> <td>Dr. R. Bindu</td> <td>M.Sc, Ph.D</td> <td>Asst. Pro.</td> <td>7</td> </tr> <tr> <td>Miss. Athira. V</td> <td>M.Sc.</td> <td>Guest. Lect</td> <td>-</td> </tr> </table>	Dr. M.A. Suraj	M.Sc, Ph.D	Asso. Prof.	15	Dr. R. Bindu	M.Sc, Ph.D	Asst. Pro.	7	Miss. Athira. V	M.Sc.	Guest. Lect	-								
Dr. M.A. Suraj	M.Sc, Ph.D	Asso. Prof.	15																			
Dr. R. Bindu	M.Sc, Ph.D	Asst. Pro.	7																			
Miss. Athira. V	M.Sc.	Guest. Lect	-																			
	2012-13	<table border="1"> <tr> <td>Dr. M.A. Suraj</td> <td>M.Sc, Ph.D</td> <td>Asso. Prof.</td> <td>16</td> </tr> <tr> <td>Dr. R. Bindu</td> <td>M.Sc, Ph.D</td> <td>Asst. Pro.</td> <td>8</td> </tr> <tr> <td>Mrs. Athira. V</td> <td>M.Sc.</td> <td>Guest. Lect</td> <td>-</td> </tr> </table>	Dr. M.A. Suraj	M.Sc, Ph.D	Asso. Prof.	16	Dr. R. Bindu	M.Sc, Ph.D	Asst. Pro.	8	Mrs. Athira. V	M.Sc.	Guest. Lect	-								
Dr. M.A. Suraj	M.Sc, Ph.D	Asso. Prof.	16																			
Dr. R. Bindu	M.Sc, Ph.D	Asst. Pro.	8																			
Mrs. Athira. V	M.Sc.	Guest. Lect	-																			
	2013-14	<table border="1"> <tr> <td>Dr. M.A. Suraj</td> <td>M.Sc, Ph.D</td> <td>Asso. Prof.</td> <td>17</td> </tr> <tr> <td>Dr. R. Bindu</td> <td>M.Sc, Ph.D</td> <td>Asst. Pro.</td> <td>9</td> </tr> <tr> <td>Mrs. Athira. V</td> <td>M.Sc.</td> <td>Guest. Lect</td> <td>-</td> </tr> </table>	Dr. M.A. Suraj	M.Sc, Ph.D	Asso. Prof.	17	Dr. R. Bindu	M.Sc, Ph.D	Asst. Pro.	9	Mrs. Athira. V	M.Sc.	Guest. Lect	-								
Dr. M.A. Suraj	M.Sc, Ph.D	Asso. Prof.	17																			
Dr. R. Bindu	M.Sc, Ph.D	Asst. Pro.	9																			
Mrs. Athira. V	M.Sc.	Guest. Lect	-																			
10	Visiting faculty	Nil																				
11	Percentage of lectures delivered by temporary faculty	36%																				
12	Student-Teacher ratio (Programme-wise)	35:1																				
13	No. of academic support staff (technical), administrative staff, sanctioned and filled	1 (Lab assistant)																				
14	No. of teaching faculty with Ph.D	2																				
15	No. of faculty with ongoing projects from a) National b) International	1																				
16	International funding agencies and grants received	Nil																				

17	Departmental projects funded by NST,FIST,UGC,DBT,ICSSR etc	UGC -1
18	Research centre facility recognized by the University	Nil

19. Publications.

Name of Faculty	No. of Papers published	Chapters in Book	Book edited	Books with ISBN/ISSN	Impact factor	Citation Index
Dr. M.A. Suraj Dr.R.Bindu Mrs.Athira.V	10 4 1	-	-	-	-	-

20	Areas of consultancy and income generated	Nil
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21. Faculty as members in

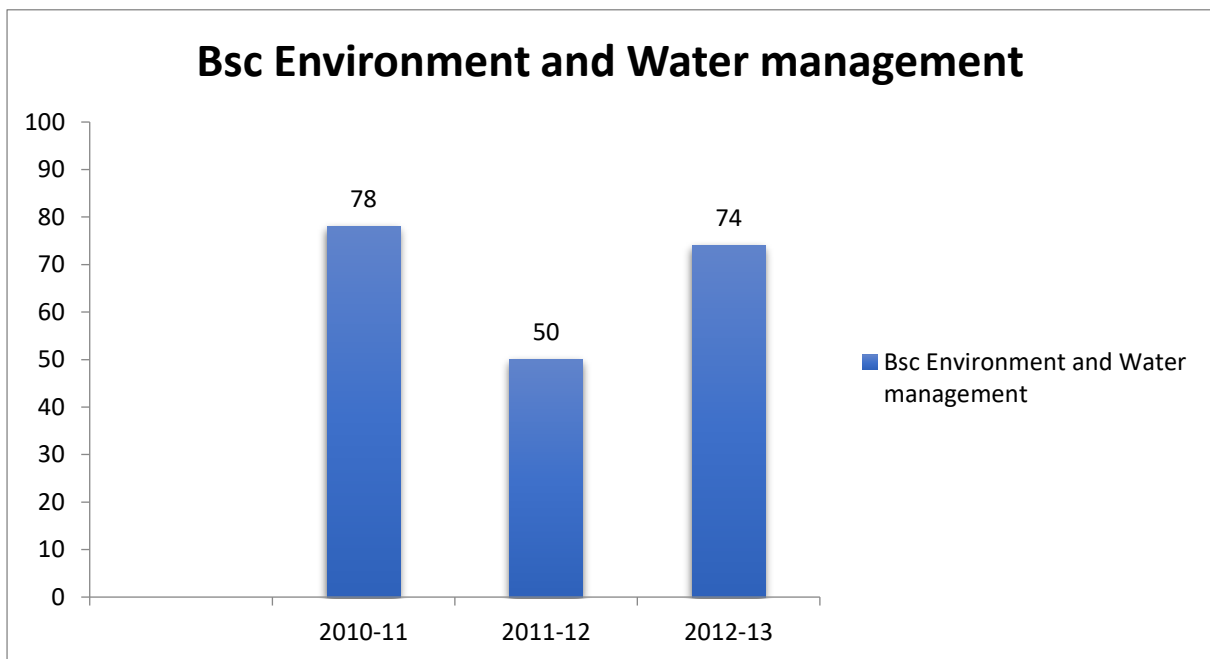
Name of Faculty	National Committees	International Committees	Editorial Board
Dr. M.A. Suraj	Nil	Nil	Functioned as a editorial board member in College Journal – The Campus

2	Student Projects	100%				
2	a) percentage of students within house projects					
	b) percentage of students placed in organizations outside the campus	50%				
	Research Labs/Industries/any other agencies.					
2	Awards / Recognitions received by faculty and students	Shamna B.Sc EWM win I prize at “A- Zone” Arts festival. Our student have excelled in the field of arts and sports				
2	List of eminent academicians and scientists or visitors to the department	2009-10	2010-11	2011-12	2012-13	2013-14
4		1.Sri.P.Dhanesh DFO 2.Sri.Surendran Forest range	1.Sri.K.RegunadhanRtd. Agricultural Officer,	1.Prof. Musthapha, Dist. Coordinator of	1Dr.K. Suresh, District Secretary, OISCA Palakkad	1.Mr. Manoj .k., Assistant Professor(Cont

		<p>officer, -</p> <p>3.Dr.P.S.Panikkar</p> <p>4.Adv.Biju</p> <p>5.Dr.Bhramaputhran,</p> <p>6. Prof. K.K.Ravi, former Lecturer in Dept of Botany,SN College Alathur,</p> <p>7.K.Suresh, Secretary, OISCA International,palakkad</p>	<p>2.Sri.Gosh Zero budget Natural Farmer,</p> <p>3.S.Venugopal, Water authority , Malapuzha,palakkad</p>	<p>Shasthra sahithya perished and syndicate member of calicut University ,</p> <p>2.Sri. Magesh Research scholar in KFRI ,Peechi,</p> <p>4.Dr.Santhakumar scientist,IWS T,Banglore</p>	<p>2.Mr. C.F.Thomas ,Black Belt 3rd DAN</p> <p>3. Mr. Krishnadas ,Executive Engineer , KSEB , Alathur</p> <p>4. Ms. Suchitra, Asst. ER , KSEB</p> <p>5.Sri .P.K. Biju M.P</p> <p>6.Dr. C. T. Aravindkumar , Director of school of environmental sciences , M. G. University</p> <p>7.Dr. P. Pramod , Scientist , SACON , coimbatore</p> <p>8.Dr. M.k. Harikrishnan & Asst. prof .,Sree Krishna College , Guruvayur ,</p>	<p>ract), Kannur UniversityResearch Fellow , Dept. of EWM</p>
25	<p>Seminars/Conferences/workshops organized and the source of funding:</p> <p>a) National</p> <p>b) International</p>	<p>2011-12</p> <p>National Seminar on “Mangrove Biodiversity”inassociation with dept. of Zoology , UGC assistance</p>	<p>2012-13</p> <p>National Seminar on “Save green save earth”, funded by PTA</p>			

26. Student profile programme wise

Name of the programme	Applications Received	Selected	Enrolled	Pass %
2010-11	139	31	31	78
2011-12	145	23	23	50
2012-13	202	33	33	74
2013-14	218	30	30	



27. Diversity of students

Name of the course	% from same state	% from other states	% from abroad
2009-10	90	10(UT)	NIL
2010-11	90	10	NIL
2011-12	90	10	NIL
2012-13	90	10	NIL
2013-14	95	5	NIL

28	How many students have cleared National and State Competitive exams like NET, SLET, GATE, Civil Service, Defence Service ?	DEFENCE SERVICE – 20%
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29. Student progression

Enrolled	Against %
UG to PG	21
PG to MPhil	-
PG to Ph.D.	-
Employed	41
Campus Selection	1
Other than campus recruitment	40
Entrepreneurship/ Self- employment	20

30	<p>Details of Infrastructural facilities</p> <p>a) Library</p> <p>b) Internet facilities for staff and student</p> <p>c) Classrooms with ICT facility</p> <p>d) Laboratories</p>	<p>a) General library with sufficient books</p> <p>b) available</p> <p>c) Nil</p> <p>d) Chemistry & Botany Lab with well equipped</p>				
31	<p>No. of students receiving financial assistance from College, University, Govt. or other agencies</p>	Year	College	University	Govt	Other agencies
2009-10		Nil	Nil	69	Nil	
2010-11		Nil	Nil	83	Nil	
2011-12		1	Nil	84	Nil	
2012-13		1	Nil	73	Nil	
2013-14			Nil	79	Nil	
32	Details on	2009-10	2010-11	2011-12	2012-13	2013-14

	student enrichment programmes (Special lectures/ workshops/ Seminars) with external experts	Seminars on 1.Artificial Propagation methods in Plants 2. environmental related issues 3. “Environmental Conservation & Students”. 4.Environmental conservation	Seminars on 1.Introduction of Bio-Informatics & Endangered species ,presented 2. Zero budget Natural Farming 3. Conventional water treatment process	Seminars on 1.Mangrove Diversity & Conservation(National) 2.application of chemistry in day to day life and future 3. Remote Sensing 4. Energy conservation	National Seminars on 1.Save Green Save Earth 2.Essentials of Earth 3.Biodiversity in India 4. Tribal Diversity &Ethnic Knowledge	Seminar on 1.Disaster Management
33	Teaching methods adopted to improve student learning	Power point presentation , Lecture methods , Interactive sessions , Seminars , Assignments , Projects , Field Trips,Remedial coaching for poor students, Coaching classes for competitive exams, Tutorial supervision				
34	Participation in Institutional Social Responsibilities (ISR) and Extension Activities.	Participation of students in Programmes organized by departments , NSS , NCC, CSS ,Club activities etc.				
35	SWOC analysis of the department and Future plans.	Strength	Weakness	opportunities	Challenges	
		Dedicated teachers and good library	Poor staff students	Scope for higher education	Involvement of students in politics	

1	Name of the department	English	
2	Year of establishment	1970	
3	Names of Programmes offered (UG/PG)	BA Functional English and MA English	
4	Names of interdisciplinary courses and the department involved	Open Course in “Communicative English” offered	
5	Annual/Semester/choice-based credit system	Annual upto 2012. Semester system introduced in 2009.	
6	Participation of the department in the courses offered by other departments	Open course offered by all departments.	
7	Details of course/programme discontinued with reasons	Nil	
8	No. of teaching posts	Filled	Sanctioned
		Professors	--
		--	
		Asso. Professors	2
		Asst. Professors	4
9	Faculty profile with name, qualification, designation, specialization (MPhil, Ph.D etc.)		
	2013-14	Dr.Sandhya A.R Smt.Uma Govind Dr.Nikhil V Sri.Arunprasad R Smt.Remya Rajan Dana Narayanan Smt.Gayatri.P Smt.Darsana K.A	MA. Ph.D MA. B.Ed MA.M.PhilPh.D MA.B.Ed MA.B.Ed MA.B.Ed MA MA B.Ed
			Asso.Prof Asso.Prof Asst.Prof. Asst.Prof. Asst.Prof. Asst.Prof Guest Lect Guest Lect
10	Visiting faculty	Nil	
11	Percentage of lectures delivered by temporary faculty	40%	
12	Student-Teacher ratio (Programme-wise)	75:1 for common courses 16:1 for UG programmes 3:1 for PG programme	
13	No. of academic support staff (technical), administrative staff, sanctioned and filled	Nil	
14	No. of teaching faculty with Ph.D	Ph.D : 2 PG + NET : 4	
15	No. of faculty with ongoing projects from a) National b) International	Nil	
16	International funding agencies and grants received	Nil	

17	Departmental projects funded by NST,FIST,UGC,DBT,ICSSR etc	Nil
18	Research centre facility recognized by the University	Nil

19. Publications. Nil

Name of Faculty	No. of Papers published	Chapters in Book	Book edited	Books with ISBN/ISSN	Impact factor	Citation Index
1. Remya Rajan E	1	-	-	-	-	-
2.Arunprasad R.	1	-	-	-	-	-

20	Areas of consultancy and income generated	Translation, Editing, Correction, Letter Drafting, Report Writing, Distance Education Classes. No income is generated.
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21. Faculty as members in :

Name of Faculty	National Committees	International Committees	Editorial Board
1. Remya Rajan E	-	-	Member, Editorial Board-VIBGYOR Film Collective
2.Uma Govind			Member,Editorail Board, Publication of Department of Economics, Mercy College

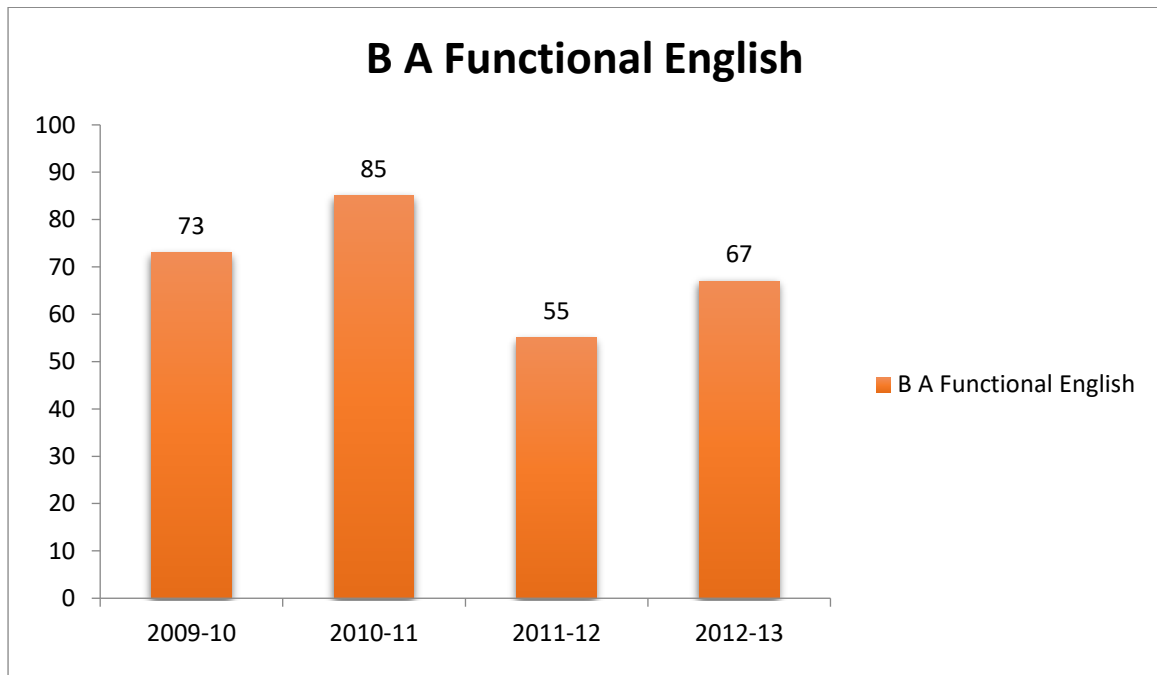
22	Student Projects a) percentage of students who have done in house projects b) percentage of students placed for projects in organizations outside the institution, ie Research Labs/Industries/any other agencies.	100% Nil
23	Awards / Recognitions received by faculty and students	Sreeraj BA FE student awarded 'Chithraprathibha' at 'A' zone Arts festival for 2 consecutive years. Our students have excelled in the field of Arts and Sports, Quiz Competitions
24	List of eminent academicians and scientists or visitors to the department	Dr.C.P.Sivadasan, Prof.Regional Institute of English, Mysore

		<p>Sri P.A.Vasudevan, Chief Correspondent & PRO, Mathrubhumi, Palakkad</p> <p>Sri George Podippara, Chief Correspondent, Mathrubhumi, Palakkad</p> <p>Sri Raju Raphael, Chief Reporter, Asianet News</p> <p>Smt.Chithra, Director, Bhavan's Institute of Management, Thrissur</p> <p>Ruknudeen P. Sheik, Director, Mind Power & Personality Training Centre, Alathur</p> <p>Prof. Balakrishna Warriar, Dept.of English S.N.College Alathur</p> <p>Sri K.Venu, Sub Editor, Deshabhimani Thrissur</p> <p>Dr.V.Uma, Prof. Mercy College Palakkad</p> <p>Prof. Rambha A.R., GVC, Palakkad</p> <p>Prof. G.M. Lathika, GVC, Palakkad</p> <p>Dr.K.J.Varghese, Christ College, Irinjalakuda</p> <p>Dr.Valsala Menon, MPMMSN Trusts College</p> <p>Sri Subhash E.M., Bureau Chief, Deshabhimani, Palakkad</p> <p>Dr.Vinod V. Narayanan, Asst.Prof., School of Drama, Thrissur</p>
25	<p>Seminars/Conferences/workshops organized and the source of funding:</p> <p>a) National</p> <p>b) International</p>	<p>Linguistics in the Art of Translation – UGC Sponsored</p> <p>-</p>

26. Student profile programme wise

Year	Name of the course/programme	Applications received	Selected	Enrolled Male Female	Pass percentage
2007-2010	BA Functional English		40	11 29	73

2008-2011	do		40	13	27	83
2009-2012	do		40	9	31	55
2010-2013	do		29	6	23	67
2011-2014	do		29	10	19	



27. Diversity of students

Name of the course	% from same state	% from other states	% from abroad
BA Functional English	100 %	Nil	Nil
MA English	100%	Nil	Nil

28	How many students have cleared National and State Competitive exams like NET, SLET, GATE, Civil Service, Defence Service ?	Nil
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29. Student progression

Enrolled	Against %
UG to PG	20
PG to MPhil	-
PG to Ph.D.	-

Employed	85
Campus Selection	-
Other than campus recruitment	-
Entrepreneurship/ Self- employment	15

30	<p>Details of Infrastructural facilities</p> <p>a) Library : General library – around 2000 books</p> <p>b) Internet facilities for staff and student : Yes</p> <p>c) Classrooms with ICT facility :</p> <p>d) Laboratories : Language lab</p>
31	<p>No. of students receiving financial assistance from College, University, Govt. or other agencies</p>
32	<p>Details on student enrichment programmes (Special lectures/ workshops/ Seminars) with external experts</p> <p>2009-10: 1. A class on “News Reporting was taken by Sri. K. Venu, Sub editor, Desabhimani, Thrissur Bureau on 1.10.2009</p> <p>2. Seminar on “Effective Communication skills – An Aid to Personality Development” Conducted by Smt.Chitra, Director, Bhavan’s Institute of Management , Thrissur On 12.11.2009</p> <p>2010-11: 3. A class on “Personality development” by Sri. Gokul and Sri. Adarsh on 30.9.2010</p> <p>4. Seminar on “Translation” by Prof. Balakrishna Warriar, Retd. Professor of English, S.N. College, Shornur on 13.12.2010</p> <p>2011-12 5. A class on “Media” by Prof. P.A. Vasudevan, Chief Editor, Mathrubhumi</p> <p>2012-13 6. One day workshop on Theatre “Arangu-2013” by Dr.Vinod, School of Drama on 18.02.13</p> <p>7.Class on “Reporting” by Sri E.M. Subhash,Bureau Chief, Deshabhimani on 18.02.2013 in connection with English Association Valedictory Function</p>
33	<p>Teaching methods adopted to improve student learning</p> <p>Lecture methods, Interactive sessions, Seminars, Assignments, Projects, Field trips</p>
34	<p>Participation in Institutional Social Responsibilities (ISR) and Extension Activities.</p> <p>Through NCC, NSS, CSS, Club activities Activities Such as Census, Polio Immunization, Blood Donation, Cleaning, Tree Plantation</p>
35	<p>SWOC analysis of the department and Future plans.</p> <p>S- Dedicated teachers, well equipped Digital Language lab</p> <p>W- Shortage of permanent teachers till 2011</p> <p>O- Plenty of option for higher studies and Employment- Provision for fee concession</p> <p>benefits – opportunities for improving personality and soft skills through</p>

	Future Plans	<p>classes Handled by experts in the topic- Motivation and persuasion provided through Tutorial system, Class PTA s etc. opportunities for attending remedial Classes in weak subjects. C- Majority of students are from Malayalam Medium schools-hence are poor in Language skills- Excessive interest in politics leading to tendency towards cutting classes</p> <ol style="list-style-type: none"> 1. Conduct a National Seminar- Proposal for the same has been submitted to the UGC for approval 2. Teachers in the Department to pursue Doctoral degree 3. Take up UGC funded Major and Minor projects 4. The Department has no publications to its credit at present. Attempts to the effect need to be taken
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1	Name of the department	ZOOLOGY
2	Year of establishment	1970
3	Names of Programmes offered (UG/PG)	B.Sc Zoology Spl. paper Human Genetics, M,Sc. Zoology With Entomology specialization
4	Names of interdisciplinary courses and the department involved	Open Course Health and Nutrition, Common Course for EWM
5	Annual/Semester/choice-based credit system	Annual upto 2012, Semester system introduced in 2009
6	Participation of the department in the courses offered by other departments	Open Course offered by all departments
7	Details of course/programme discontinued with reasons	Nil
8	No. of teaching posts	Assoc. Prof-1, Asst. Prof-2, Guest- 4
9	Faculty profile with name, qualification, designation, specialization (MPhil, Ph.D etc.)	Dr R Nishi MSc Ph.D Dr V Wilsanand MSc Ph.D Dr Araty Sasikumar MSc Ph.D
10	Visiting faculty	Nil
11	Percentage of lectures delivered by	Nil

	temporary faculty	
12	Student-Teacher ratio (Programme-wise)	UG 35:1 PG 12:1
13	No. of academic support staff (technical), administrative staff, sanctioned and filled	3(lab assistants) 1(specimen collector)
14	No. of teaching faculty with Ph.D	3
15	No. of faculty with ongoing projects from a) National b) International	1 0
16	International funding agencies and grants received	Nil
17	Departmental projects funded by NST,FIST,UGC,DBT,ICSSR etc	UGC-1
18	Research centre facility recognized by the University	Nil

19. Publications.

Name of Faculty	No. of Papers published	Chapters in Book	Book edited	Books with ISBN/ISSN	Impact factor	Citation Index
Dr R Nishi MSc Ph.D	9	-	-	-- -		
Dr V Wilsanand MSc Ph.D	25	5	-			
Dr Araty Sasikumar MSc Ph.D	3	-				

20	Areas of consultancy and income generated	Nil
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21. Faculty as members in

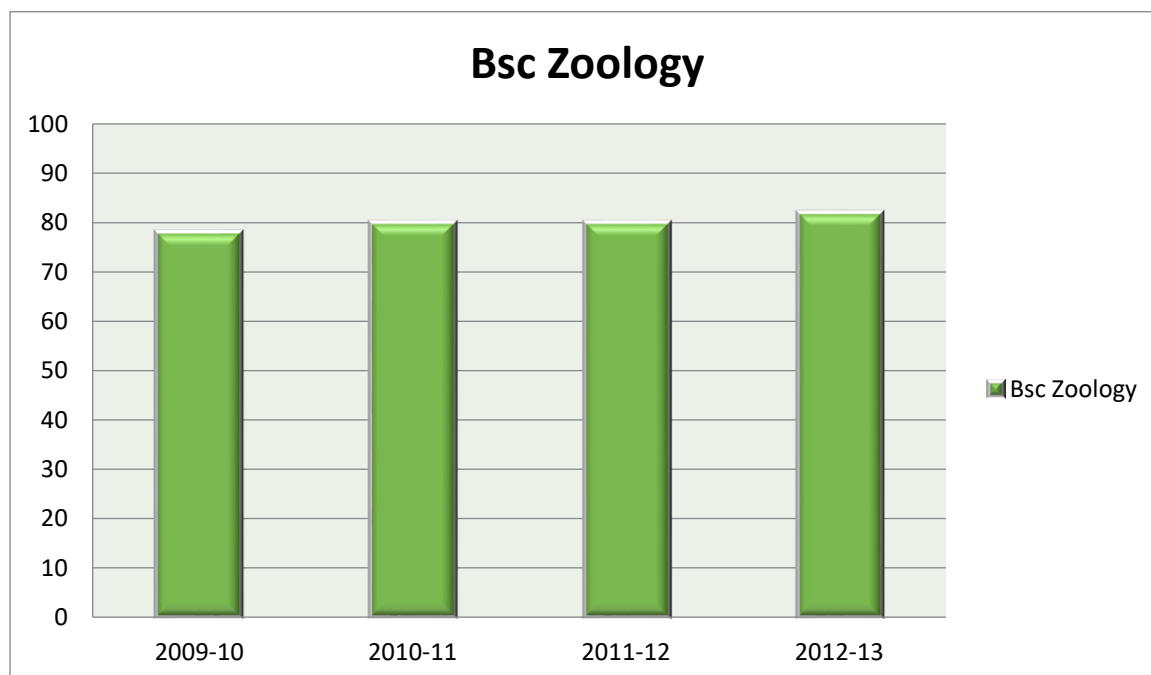
Name of Faculty	National Committees	International Committees	Editorial Board
Dr R Nishi	Member BOS PG- Univ of Calicut & Kannur Univ.	Nil	Functioned as Editorial Board Member in College Journal The Campus

22	Student Projects a) percentage of students who have done in house projects	100
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	b) percentage of students placed for projects in organizations outside the institution, ie Research Labs/Industries/any other agencies.	30
23	Awards / Recognitions received by faculty and students	Dr R Nishi Received Best Paper Presentation Award Organized by Univ. of Kerala in 2011. Bijoy C won First prize Inter Collegiate Quiz in 2009. Ratheesh Kumar & Gnana Kumar won First prize Inter Collegiate Quiz in 2010.
24	List of eminent academicians and scientists or visitors to the department	Pl See Criterion 3
25	Seminars/Conferences/workshops organized and the source of funding: a) National b) International	National seminar on Biodiversity & the role of IPR, Mangrove Biodiversity & Conservation -

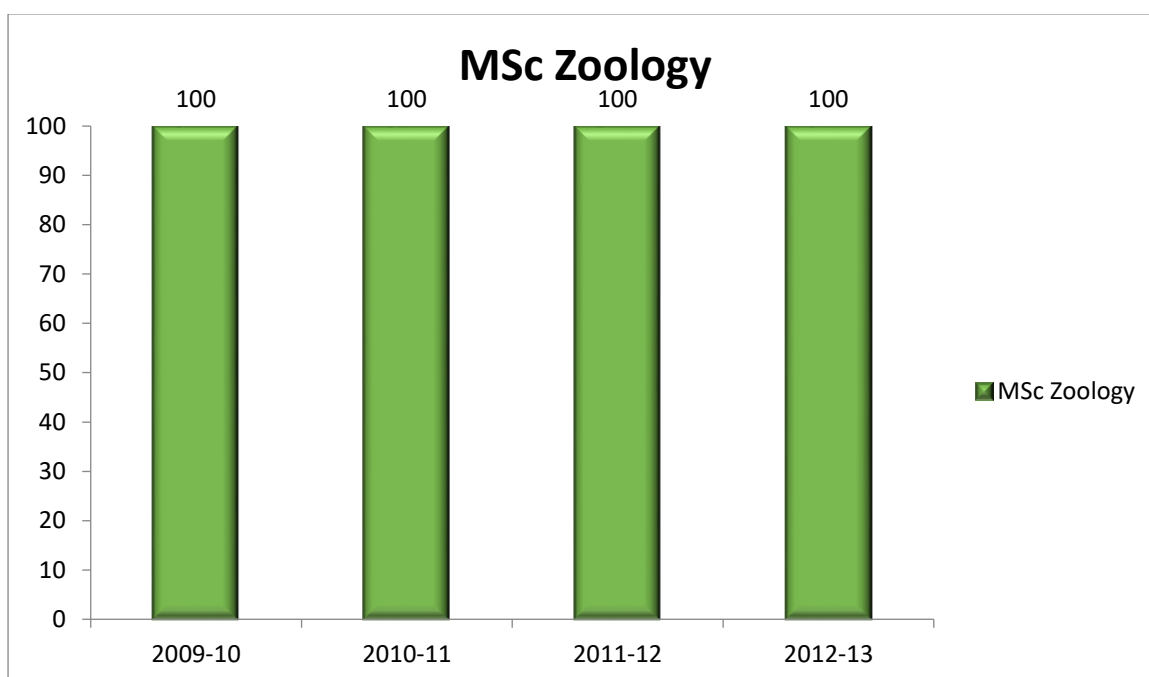
26. Student profile programme wise

Name of the programme	Applications Received	Selected	Enrolled	Pass %
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27. Diversity of students

Name of the course	% from same state	% from other states	% from abroad
B.Sc Zoology	100	Nil	Nil
M.Sc Zoology	100	Nil	Nil



28	How many students have cleared National and State Competitive exams like NET, SLET, GATE, Civil Service, Defence Service ?	NET 5, SET 12, Defence 20
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29. Student progression

Enrolled	Against %
UG to PG	30
PG to MPhil	10
PG to Ph.D.	10
Employed	60
Campus Selection	-
Other than campus recruitment	60
Entrepreneurship/ Self- employment	20

30	Details of Infrastructural facilities a) Library b) Internet facilities for staff and student c) Classrooms with ICT facility d) Laboratories	3500 Available Yes Well Equipped UG & PG Laboratories, Good Museum & Good Insectarium
31	No. of students receiving financial assistance from College, University, Govt. or other agencies	90
32	Details on student enrichment programmes (Special lectures/ workshops/ Seminars) with external experts	PI See C-3
33	Teaching methods adopted to improve student learning	Power Point Presentation, Lecture Methods, Interactive Sessions, Projects, Seminars, Field Trips etc
34	Participation in Institutional Social Responsibilities (ISR) and Extension Activities.	NCC,NSS,CSS
35	SWOC analysis of the department and Future plans.	S- Dedicated teachers and good library, Museum, Insectarium and Laboratories W- Weak students O- Scope for Higher Education, Skill Development 7 Research Opportunities C- Malayalam Medium students find it very difficult to grasp & Keep pace. External interference from politically motivated students

EVALUATION REPORT OF THE DEPARTMENT

1. Name of the Department: Mathematics
2. Year of Establishment : 1978
3. Names of Programmes offered: B.Sc. Mathematics , M.Sc. Mathematics
4. Names of interdisciplinary courses and the departments involved: Nil
5. Annual/semester/ choice based credit system: Semester, Choice based credit system
6. Participation of the department in the courses offered by other departments:
Open course
7. Details of Course/Programme discontinued with reasons: Nil
8. Number of teaching posts: Two Associate Professors and 5 assistant professors.

Self Study Report (SSR) – Sree Narayana College, Alathur, 2014

9. Faculty profile with name qualification, designation , specialization(M.Phil, Ph.D etc):

Si.No	Name	Designation	Qualification	Specialization
1	K.Vanaja	Associate Professor	M.Sc, B.Ed	Nil
2	K.G.Valsala	Associate Professor	M.Sc,	M.Phil
3	V.Devadas	Assistant Professor	M.Sc	Doing Ph.D
4	K.P.Vineesh	Assistant Professor	M.Sc, B.Ed	Doing Ph.D
5	M.K.Shyma	Assistant Professor	M.Sc, B.Ed	Nil
6	K.D.Diviya	Assistant Professor	M.Sc, B.Ed	Nil
7	R.Krishnaprabha	Assistant Professor	M.Sc, B.Ed,	M.Phil

10. Visiting Faculty: Nil

11. Percentage of Lectures delivered by Temporary Faculty: Nil

12. Student Teacher ratio Programme-wise :

Programme	Number of Students	Ratio
UG	104	15:1
PG	38	6:1

13. Number of Academic Support Staff (Technical), Administrative staff sanctioned and filled : Nil

14. Number of teaching Faculty with Ph.D: Nil

15. Number of Faculty with ongoing projects: Nil

16. International Funding agencies and grants received : Nil

17. Departmental projects funded by NST, FIST,UG, DBT, ICSSR etc: Nil

18. Research centre facility recognized by the University : Nil

19. Publications: Nil

20. Areas of consultancy and income generated: Nil

21. Faculty as members in: Nil

22. Students Projects

a) % of students who have done in house projects: 100%

Programme	Type of Project	%
UG	Groupwise(5 members in a group)	100
PG	Individual	100

b) % of students placed for projects in organizations outside the institution, ie Research labs/industries/any other agencies : Nil

23. Awards / Recognitions received by faculty and students:

24. List of eminent academicians scientists or visitors to the Department.:

EMINENT VISITORS TO THE DEPARTMENT OF MATHEMATICS

Sl.No.	Name	Designation	Chief Guest/Resource person	Programme with Topic	Date
1	Dr.C. Viswanathan	Principal S N C Alathur	Chief Guest	Mathematics exhibition "MATHFEST"- Inaugural address	08-12-2005 & 09-12-2005
2	Sri. Sunny Ebraham. P.C	Efficient Mathematics teacher in a well reputed coaching centre at Thrissur	Resource Person	Seminar on "applications of mathematics in various fields especially on LPP & Fluid Dynamics"	23-08-2006
3	Dr.C. Viswanathan	Principal S N C Alathur	Chief Guest	Intercollegiate Puzzle Contest "MATH PUZZLE CONTEST" Inaugural address	04-12-2006
4	Sri.N. G. Mohanan	SAel. Grade Lecturer S N College Cherthala	Puzzle Master	"MATH PUZZLE CONTEST"	04-12-2006
5	Sri. Sooraj G Mathoor	Sensei	Resource Person	Seminar on "Language Science based on Budhist Philosophy"	31-01-2007
6	Dr. Naveenachandran	Associate Professor Dept. of Mathematics Govt College Chittur	Resource Person	Association Day (2007-08) Talk on "What is Mathematics"	12-02-2008
7	Sri.	HOD of	Resour	Semina	28-

	K.K.Chidambaran	Mathematics Govt. College Chittur	Resource Person	Seminar on “Basics of Calculus”	02-2008
8	Dr. T. Reji	Assistant Professor Dept. of Mathematics Govt College Chittur	Resource Person	Seminar on “Basics of Linear Algebra”	28-02-2008
9	Pro.K. Sasikumar	Professor Govt. College Chittur	Resource Person	Association Day (2008-09). Talk on “Psychology and Personality development”	04-11-2008
10	Sri. V.R. Satheesh	Research scholar centre for computer science and information technology University of Calicut	Resource Person	Seminar on “Open Source software”	10-11-2009
11	Sari. V. N .Krishnachandran	Retd. Principal, Govt. Victoria College Palakkad, HOD of dept. of computer application Vidhya Academy of Science and Technology	Resource Person	Seminar on “Computer algebra systems”	10-11-2009
12	Sri. K. Vasudevan Pillai	Associate Professor, Dept. Of Physics N S S College Nemmara	Resource Person	Seminar on Multimedia Tools For interactive learning	10-11-2009
13	Adv.	Advocate	Resource	Seminar on	09-02-

	Subhramaniyan		Person	Niyamavum Vidhyarthiyum	2010
14	Dr. T.Reji	Assistant Professor Dept. of Mathematics Govt.College Chittur	Resource Person	Association Inauguration . Seminar on “Infinite Series”	28-09-2010
15	Sri. K.P. Ratheesh	Assistant Professor, Dept. of Mathematics PTM Govt. College Perinthalmanna	Resource Person	Seminar on “Beauty of Set Theory”	17-12-2010
16	Sri. Nooleli Master	Retd. Principal, KCPHSS, Kavassery	Chief Guest	Association Inauguration	24-01-2011
17	Sri. Rajan	Dept. Of Mathematics Govt. Victoria College Palakkad	Resource Person	Workshop on “ Python Programming”	March 2011
18	Prof. T. Thrivikraman	Former HOD of Maths-CUSAT	Chief Guest	UGC Sponsored National Seminar on “Analysis and Geometry”	13-02-2012&14-02-2012
19	Prof.A J Jayanthan	Associate Professor, Goa University	Resource Person	Seminar on” Euclidean and Spherical Geometry in Dimension 2”	13-02-2012&14-02-2012
20	Sri. A. Sunny Kuriakkose	Associate Professor ,BPC College Piravam	Resource Person	Seminar about Exponential Function	13-02-2012&14-02-2012
21	Prof. M.S. Balasubramani.	Professor Mangalore University	Resource3 Person	Seminar on Geometry in R^2 and R^3	13-02-2012&14-02-2012
22	Sri. A.N. Mohapathra	Asst.Professor Goa Unniversity	Resource Person	Seminar on “ Mean Value	13-02-2012&14-

				Theorem in Dimension 1”	02-2012
23	Prof. S.Moosath	IIST Thiruvananthapuram	Resource Person	Seminar on “Isoperimetric Inequality”	13-02-2012&14-02-2012
24	Sri. Chettoor Radhakrishnan	Chairman of National Arts and Cultural Programmes	Resource Person	Association Inauguration Seminar on “How music is related to Mathematics”	22-02-2012
25	Dr. Aparna Lakshmanan	Asst. Professor , St.Xavier’s College for Woman, Aluva	Resource person and Quiz Master and Judge	Seminar on “S.Ramanujan- A man who knew infinity” Quiz Competition Poster Making Competition	07-12-2012
26	Sri. Pradip Somasundaran	Principal College of Applied Sciences IHRD Vadakkenchery	Chief Guest	Association inauguration (2013-14)	10-03-2014

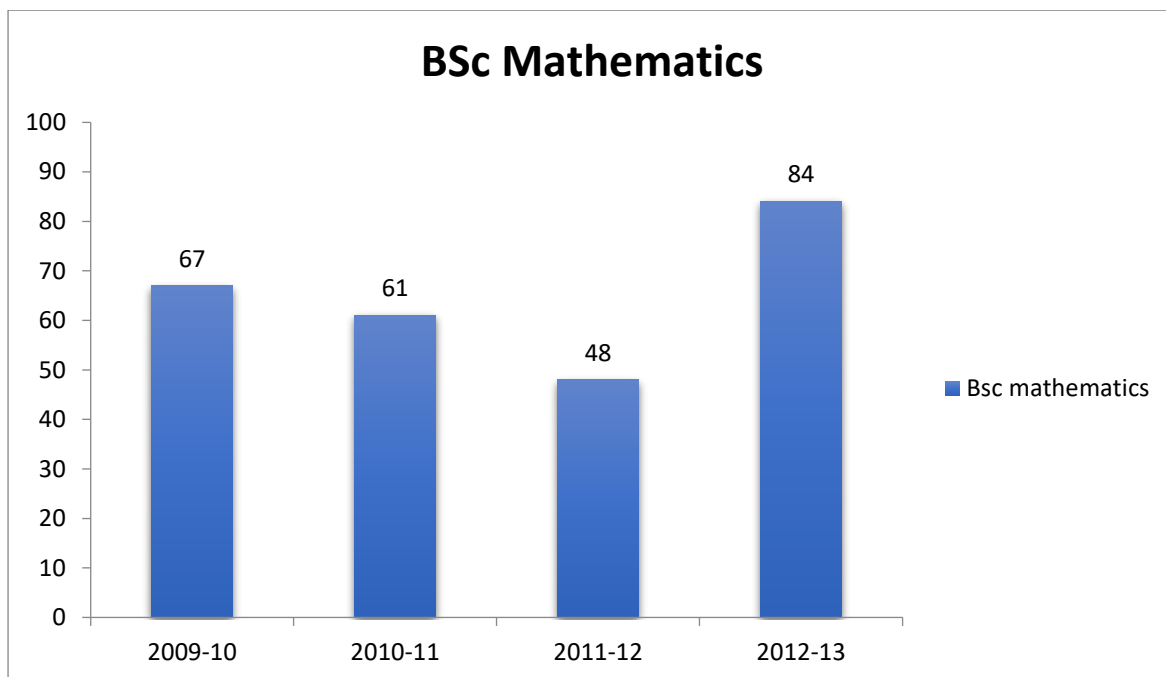
25. Seminars/conferences/workshops organized and the source of funding:

a) National:

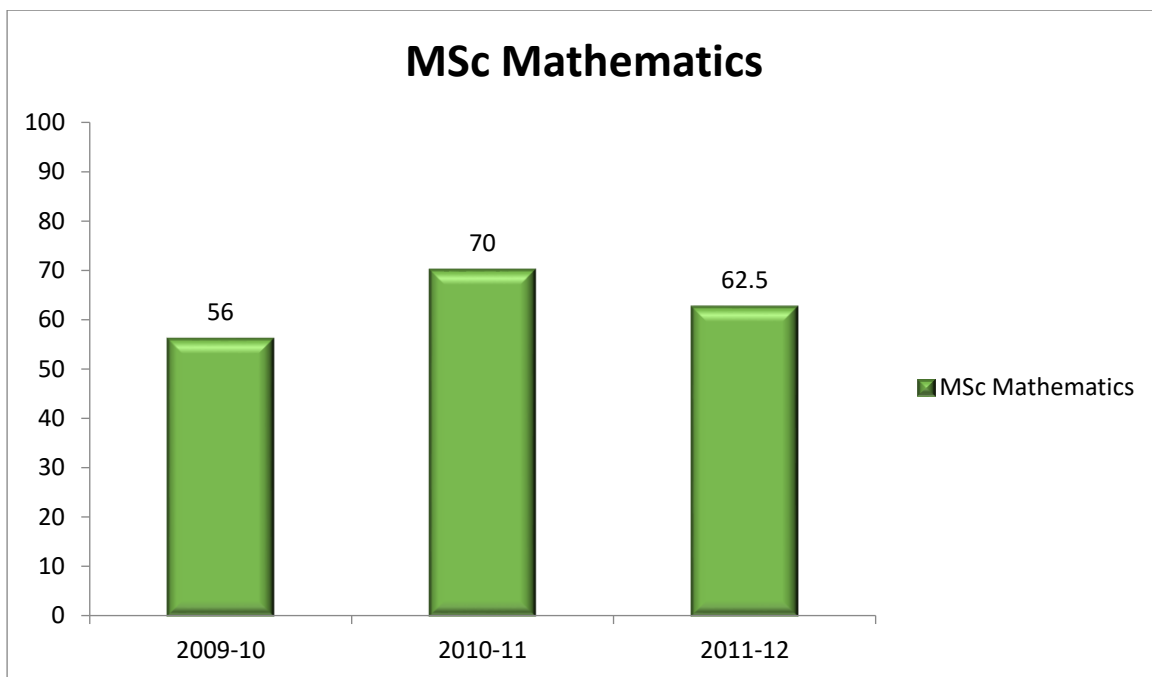
Category	Topic	Date	Source of Funding
Seminar	Analysis and Geometry	13-02-2012 and 14-02-2012	UGC XI Plan

b) International: Nil

26. Students Profile Programme wise:



Year	Name of the Programme		Applications received	Selected	Enrolled	Pass %
2010-11	UG	I	225	35	28	67
	PG	I	77	35	20	
2011-12	UG	I	233	35	28	61
	PG	I	82	35	17	
2012-13	UG	I	408	50	44	48
	PG	I	86	35	20	
2013-14	UG	I			35	84
	PG	I	93	35	19	



27. Diversity of students:

Year	Name of the Programme		% from same state	% from other state	% from abroad	Remark
2009-10	UG	I	100	0	0	
		II	100	0	0	
		III	100	0	0	
	PG	I	100	0	0	
		II	100	0	0	
2010-11	UG	I	100	0	0	
		II	100	0	0	
		III	100	0	0	
	PG	I	100	0	0	
		II	100	0	0	
2011-12	UG	I	100	0	0	
		II	100	0	0	
		III	100	0	0	
	PG	I	100	0	0	
		II	100	0	0	
2012-13	UG	I	100	0	0	
		II	100	0	0	
		III	100	0	0	
	PG	I	100	0	0	
		II	100	0	0	
2013-14	UG	I	100	0	0	
		II	100	0	0	
		III	100	0	0	
	PG	I	100	0	0	
		II	100	0	0	

27. How many students have entered National and state competitive exams like NET,

Year		UG(year)			PG(year)						Employed	
		I	II	III	I	II	UG TO PG	PG TO M.Phil	Ph.D	JRF/NET	Campus selection	Other than campus selection
2009-10	Strength	48	43	42	9	13	14	0	0	0	0	9+6=15
	Drop Out	2	1	1	0	0						
	Percentage of result			86.5		69						
2010-11	Strength	28	46	42	20	19	11	0	0	0	0	10+8=18
	Drop Out	0	1	1	0	1						
	Percentage of result			67		56						
2011-12	Strength	28	28	45	17	20	14	0	0	0	0	10+5=15
	Drop Out	0	1	1	0	0						
	Percentage of result			61		70						
2012-13	Strength	44	28	28	20	17	11	0	0	0	0	1+2=3
	Drop Out	1	1	0	0	1						
	Percentage of result			48		88						
2013-14	Strength	35	43	27	19	20						
	Drop Out	0	0	0	1	1						
	Percentage of result											

28. SET,GATE,Civil Service, Defence Service:NET -10,SET-50
29. Student Progression

STUDENT PROGRESSION

Details of Infrastructural facilities

- a) Library: Shifted to General Library
 - b) In ternet facility for staffs and students : Three Computers in Department for Staffs and Separate Computer labs for UG and PG(for whole College)
 - c) Classrooms with ICT facility: One Smart Class room (for whole College)
 - d) Laboratories : Physics Lab(for Complementary)
30. Number of students receiving financial assistance from College, University, Govt. or other agencies :88
 31. Details on student enrichment programmes (Special Lectures/Workshops/Seminars) with external experts .List is provided
 32. Teaching methods adopted to improve student learning : Lecture Method,ICT enabled Teaching,Assignments,Seminars,Projects
 33. Participation in Institutional Social responsibilities (ISR)and Extension Activities .
CSS,NSS,NCC
 34. SWOC analysis of the department and future plans .
S- Sincere faculty, Good Library
W-Weak students
O-Training for Job Opportunities,
C-Heavy syllabus

POST ACCREDITATION INITIATIVES

The College continues its academic journey of imparting quality education. The preparation of the SSR for the second cycle of re- accreditation has given us an opportunity for evaluating the academic quality of our institution. It has also rendered us scope for assessing the areas where the institution has made improvement based on the seven criteria and the key aspects under each during the Post-Accreditation period since 2005 and also where the institution need to upgrade its present position.

Curricular aspects

- Semesterisation introduced by the University in 2009 left the right to select complementary courses and open courses to the discretion of the concerned departments
- inter disciplinary courses introduced.
- New P G course started.
- One Add-on course in horticulture aided by UGC started.
- Certificate course in Hindi, aided by Hindi Prachara Sabha, started.

Teaching-learning.

- New methods in teaching employed.
- Remedial classes for slow learners increased.
- Tutorial system implemented effectively.
- Vacant posts filled by permanent faculty.
- Numerous student enrichment programmes conducted.
- Number of students opting for higher studies increased considerably.
- Number of students gaining employment in coveted positions increased .
- Number of applicants for admission to various programmes increased.

Research, Consultancy &Extension

- Efforts for introducing a Research centre taken.
- Number of faculty with Doctoral degree increased.
- A wide range of Extension activities undertaken.
- Number of Academic paper presentations by faculty increased.
- Number of Research publications in reputed journals increased.
- Four teachers have enrolled for Ph.D.

Infra structure and learning resources

- Seminar hall constructed.
- Digital Lab constructed.
- Two computer labs with internet facility installed.
- One language lab installed.
- Common rest room for girls constructed.
- Women's hostel constructed.
- New toilets for boys and girls constructed.
- Facilities like photocopier, public address system, drinking water and Intercom facility introduced.
- Administrative office, library and all departments computerized with internet connectivity.
- Laboratories upgraded with the latest equipment..
- Latest books and journals added to the library.

Student support and progression

- Coaching classes for PSC,NET/SET started.
- Anti-ragging cell, Women's cell, Grievance –redressal cell functioning effectively.
- University help desk started.
- Student participation in sports, cultural activities and co-curricular activities increased exceedingly.
- UGC aided financial assistance to students like conveyance allowance, Allowance for Colleges with more number of SC/ST/OBC/Minorities increased.


Governance and leadership

- IQAC established in 2005-assists in conducting activities, documentation , planning programmes and implementing them.

Innovations and Best practices.

- The College has introduced several innovations in academic and administrative sphere with a view to foster global competencies in the students and find a place for themselves in the fast changing educational scenario.

ANNEXURE – I



Phone : Offi. (0494) - 2400252 2407104
Fax : 0494 - 2400269
e-mail : reg@uoc.ac.in

CALICUT UNIVERSITY P. O.
MALAPPURAM (DIST.)
PIN - 673 635 KERALA INDIA


UNIVERSITY OF CALICUT

No: CDC/D4/5575/2002 Date: 19.06.2013

CERTIFICATE OF AFFILIATION

This is to certify that Sree Narayana College, Alathur, Palakkad (Dist) is an aided Arts & Science College affiliated in this University since 1970.

This Certificate is issued for producing before the UGC in connection with NAAC accreditation.


REGISTRAR 19/6/13

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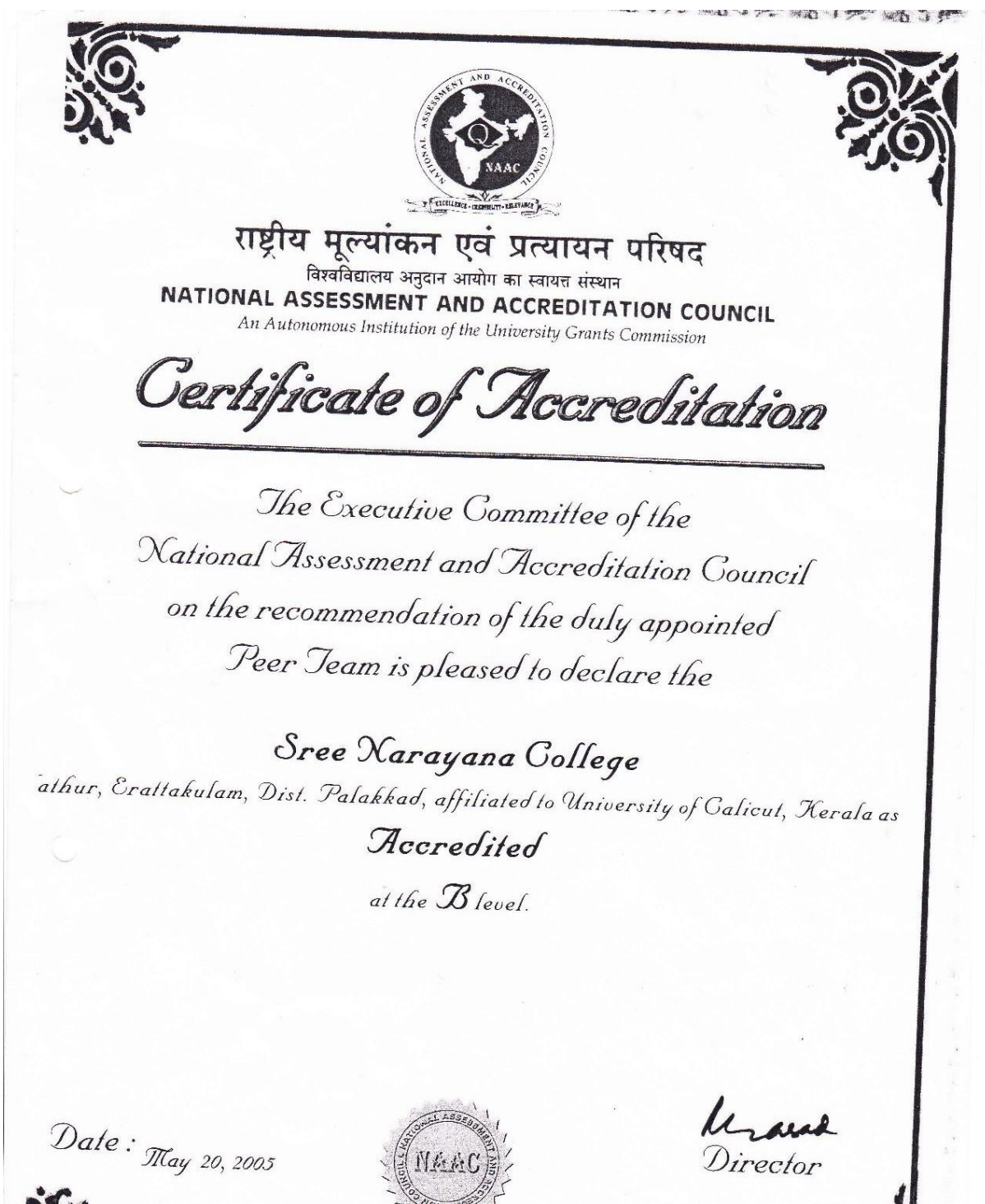
The Principal,
Sree Narayana College,
Alathur.

ANNEXURE-II

Relevant Page from the List of Colleges Included under Section 2(F) & 12(B) of the UGC Act, taken from the official website of UGC. Since the original certificate of affiliation could not be discovered, we have applied for a duplicate of the same to the UGC. We shall attach it as soon as we get it from UGC. In the list, Sree Narayana College, Alathur is Sl. No. 182.

Sl. No.	Name of College	University	Status
180	Sree Kerala Varma College Trichur, Distt., Trichur, Kerala		Under Section : 2(f)&12(B)
181	Sree Krishna College GURUVAYUR Ariyannur Distt., Trichur, Kerala		Under Section : 2(f)&12(B)
182	Sree Narayan College ALATHUR Distt., Erathakulam, Kerala	Calicut University	Under Section : 2(f)&12(B)
183	Sree Narayan College Kannur, Distt., Kannur, 670 007 Kerala 670 007		Under Section : 2(f)&12(B)
184	Sree Narayana College NATTIKA Distt., Trichur, Kerala		Under Section : 2(f)&12(B)
185	Sree Narayana College PUNNAIUR Distt., Kollem, Kerala		Under Section : 2(f)&12(B)
186	Sree Narayana College Sivagiri Varḡala Thiruananthapuram, Distt., Thiruananthapuram 695 1 Kerala		Under Section : 2(f)&12(B)
187	Sree Narayana College Chempaghanthi Thiruananthapuram., Distt., Thiruananthapuram 695 5 Kerala		Under Section : 2(f)&12(B)
188	Sree Narayana College Kollem -1, Distt., Kollem, 691 001 Kerala 691 001		Under Section : 2(f)&12(B)
189	Sree Narayana College Karamkode P.O. Chathanoor, Kerala		Under Section : 2(f)&12(B)
190	Sree Narayana College for Women Kollam Distt., Kollem, 691 001 Kerala 691 001		Under Section : 2(f)&12(B)
191	Sree Narayana Training College NEDUNGANDA, Distt., Thiruananthapuram, 695 307 Kerala 695 307		Under Section : 2(f)&12(B)

ANNEXURE-III



ANNEXURE-IV

Quality Profile

Name of the Institution : Sree Narayana College
Place : Alathur, Frattakulam, Dist. Palakkad, Kerala

Criterion	Criterion Score (Ci)	Weightage (Wi)	Criterion X Weightage (Ci x Wi)
I. Curricular Aspects	70	10	700
II. Teaching-learning and Evaluation	75	40	3000
III. Research, Consultancy and Extension	60	05	300
IV. Infrastructure and Learning Resources	70	15	1050
V. Student Support and Progression	76	10	760
VI. Organisation and Management	78	10	780
VII. Healthy Practices	70	10	700
		100	$\Sigma C_i W_i = 7290$

$$\text{Institutional Score} = \frac{\Sigma C_i W_i}{\Sigma W_i} = \frac{7290}{100} = 72.90$$

K. Karad
Director

EC / 36 / 048

ANNEXURE-V

and extension activities of the institution were taken note of during the visit and at the Peer Team discussions. The Peer Team also interacted at length with the members of the Governing Body, Principal, Faculty, Administrative staff, Students of the institution, a few alumni and parents of the students. It was also possible to meet two former Principals of the college and some former staff during these meetings.

Based on the above exercise and keeping in mind the criteria identified by NAAC, the Peer Team have taken a value judgment. The assessment of the Institution under various criteria, the commendable features of the institution as well as the issues of concern, are listed below.

Section 2: Criterion - wise Analysis

Criterion 1:

Curricular Aspects

This college is one of the educational institutions run by Sree Narayana Trust, Kollam. The goals and objectives of Sree Narayana Trust and the specific vision and mission for this institution are stated and they guide the activities of the college. Being a non-autonomous, affiliated College of the University of Calicut, the institution has to follow the system and the syllabi prescribed by the University for the courses offered. Under this context, there could only be limited scope for getting the particular institutional goals and objectives reflected in the curricula of the courses offered in the college. 3 members of the staff have so far served as Members of Boards of Studies and had some opportunities to contribute to the curriculum design of the University. The students too have limited flexibility in choosing electives in their programmes of study. It takes six months for the college to introduce any new academic programme. Before sanctioning new programmes, the university carries out routine inspection to ascertain infrastructure etc.

The college offers B.A Economics, BSc, Zoology, Mathematics, Environment and Water Management, Industrial Microbiology and B.Com. At the PG level, M.Sc Mathematics and M.Com courses are offered. All these courses are aided. The college has started two new academic programmes- B.A Functional English and M.Sc Zoology [self financing]- during the last three years. The college now offers its own short-term Computer Training programme, and a Beautician Course.

In order to achieve its vision of developing the institution into an organisation that fosters action patterns valued in the society by providing adequate opportunities for higher education to the deprived sections, it would only be appropriate to the institution to undertake an 'academic need-survey' in its service area to identify programmes - long-term and short-term- for which there are felt-needs. Introduction of new programmes could be based on such findings and the courses could be offered drawing expertise and assistance from competent collaborators, Advisory Bodies, industries and user-institutions. The college could also strive to gain more representation for its faculty in the University bodies/ committees responsible for curriculum design. Introduction of more short-term, add-on courses could increase the levels of skill acquirement and employability of the learners hailing from this backward area.

Systematic exercises of review of on-going academic programmes in the college and earnest efforts to redesign its inputs and delivery systems could be carried out to enhance the quality of education offered. The College could further strengthen the present working system of tutorial guidance, feedback on its programmes and embark upon regular interaction with academic peers and employers.

Criterion II:

Teaching - Learning and Evaluation

The admissions of students for the courses are made in a transparent manner on the basis of their academic records and as per reservation policy in force [40% as per merit, 20% community quota, 20% management quota and the rest for SC & ST]. It is encouraging to note that the drop - out rate is very low. In an average for the last two years, about 86.6% of the admitted students appear for the final examinations. Results of various examinations are very good. Many students pass in first class. The ratio of full - time teacher to Guest lecturer is 5:4. 8 teachers have attended National level seminars 2 of them have attended International seminars also.

Aptitude tests, Class-room Seminars, Quiz competitions, essay writing, speeches by invited persons, exercises in translation skills, project work and assignments are used to assess student's knowledge and skills. Remedial coaching is undertaken for the benefit of educationally disadvantaged and weaker students. Advanced learners are identified and special attention is shown to them to motivate them to work more. Model tests are conducted at class and college level. Students are given advance information about the class tests and term examinations and the norms to be followed for internal assessments.

Teachers prepare teaching plans to be followed. They are encouraged to participate in seminars, workshops, orientation programmes, refresher courses, to do research and extension activities. Any new recruitment of teachers is as per University / State Government norms.

The teachers submit self-appraisal forms as per university's requirement. To measure the performance of the teachers' feedback is collected from the out-going students. A tutorial system is in operation. Under the above system, each class is entrusted to a teacher in the respective dept. Parent-teacher meetings are conducted periodically. This is an attempt to monitor the progress of the students throughout. Due to these attempts, the college has secured a good pass percentage of its students even though the entry level achievements of admitted students are low.

Criterion: III

Research Consultancy & Extension:

The College offers a climate of promotion of research activities among the staff and students. 5 teachers hold Ph.D and 11 M.Phil Degrees. 4 teachers have registered for Ph.D degree. The Principal has published two books in English - Critical Studies of Sanskrit works.

Students' project work under the supervision of the teachers aims to inculcate research aptitude among them. Teachers may be encouraged to take up research work obtaining financial assistance from UGC. Any significant consultancy work is yet to be carried out.

Teachers and students participate in Community development. They have undertaken projects in the village. A Diagnostic tool for breast cancer, Blood group awareness drive, World Aids Day seminar, Medical Camp, Adult Education and Literacy, Blood donation camps, Vermi compost nursery, mushroom cultivation etc have been recently commenced as extension activities. The College located in a backward area, prone to severe drought, provides drinking water facilities to local people during summer and renders service. Rainwater harvesting arrangements and two bore wells with copious water supply help the college in making this out- reach effort a success. There is a NCC (Army Wing) unit with 160 cadets of whom 16 have participated in National level events,

camp, training programmes. Number of clubs is formed to promote students' interests and nurse their talents. The two NSS units have an adapted village and have undertaken projects in rural areas.

Criterion : IV

Infrastructure and Learning Resources:

The college campus is spread in 25 acres. The built up space is 45000 sq feet. The college has a separate library building built with UGC assistance (VIII plan) and it has 15575 books. The library subscribes to 38 Journals and periodicals. The College has a Library Advisory Committee to guide activities of the Library. A book bank facility is available for the students. Library works during college working days and hours. The Library is under the process of computerization. The classrooms and laboratories are sufficient to meet the present needs of programmes. A Seminar Hall has recently been built up. Expansion is required when new programmes are added.

The college has maintained its infrastructure with grants received from the Government and contributions from, the Regional Development Council and PTA. The play ground with - 200 mtrs. track, football court, volley ball court, Kabbadi court, Shuttle Badminton court, Cricket ground and Handball court- is maintained and its facilities are extended to neighborhood Institutions whenever needed. Students are given incentives like bonus attendance and sports equipments for participating in the events. In Swimming, Hockey and Handball, the college has registered regional level achievements.

The recently established Canteen facility in the campus caters to the needs of the students and the staff members. Water cooler, and potable water taps are provided.

Criterion: V

Students Support and Progression:

The College Prospectus published annually provides information on courses offered, fee structure, rules and regulations of the college etc. Many graduate students normally go for higher studies. Five students have cleared UGC NET-SET and past students are working in different Govt. and Central Govt Departments. Among the alumni, Shri Krishna Das, M P, Shri V Chenthamarkshan, MLA., Smt. Vanaja, President, Vadakkencherry Grama Panchayat, Shri P R Sanjay, journalist are some of the prominent personalities in this region.

State Government and Central Govt. provide financial assistance to SC/ST students. A poor aid fund is constituted in the College, and its proceeds is distributed to the poor students. The College Employment Cell with a Placement Officer (additional charge to a faculty) offers guidance to the students. The College has recently formed an Alumni Association. The local MP an alumni of the college has facilitated provision of 14 computers from the MP's local area fund. The College has a Recreation Cell and facilities like Outdoor games; debate clubs, cultural Programmes, Nature Clubs, Student Magazines etc. are available.

Criterion: VI

Organization and Management:

The College has efficient internal co-ordination and monitoring system comprising of a number of committees to monitor the day-to-day activities of the College. The Central Committee is appointed by the SN Trusts, Kollam. The Regional Development Council (RDC) of the Trust is in immediate charge of the college. All these committess are guided by the lofty ideals of Sree Narayana Guru and are committed to promote education among the weaker sections in rural areas. Staff Council, Tutorial system committee, Discipline committee, PTA and other committees

have the Principal as President. All the Committees work towards enhancing the services of the College. The College has a Tutorial Committee and the NAAC Co-ordination Committee to improve the standards and quality of the teaching and learning in the institution. A Committee checks and guides the work efficiency of the non-teaching staff. A Special Committee prepares the Academic Calendar. Salary of the permanent teaching and non-teaching staff are borne by the Government. There is an internal auditing system to audit the Accounts. A grievances redressal cell is constituted for the students. The organization and scheme of management of the college provides for state, regional and local involvements.

Criterion: VII

Healthy Practices:

The Peer Team commends the college for the following measures/ practices adopted:

Remedial coaching for weak students as such an effort is an addition to help such students come up.

Monitoring of the students progress through the tutorial system implemented for all classes.

About 80% of the students getting financial / scholarship assistance from various sources including management. This helps poor students to continue their studies.

Existing excellent inter - personal relationship between the Management, Principal, Staff and Non teaching staff.

Publication of 'CAMPUS' - the in - house journal of the college.

Commencing the college work with a daily prayer. (inculcates a sense of purpose and value)

Recent conduct of a National (UGC Aided) Seminar on Linguistics in the Art of Translation. The first one since the inception of the college.

Implementation of Dress code for girls.

Active involvement of PTA in supporting the initiatives of the college including appointment and payment of salary for Guest Lecturers.

Section - III

Overall Analysis:

The College is taking spirited efforts in spite of existing constraints to maintain quality of teaching and its inputs for the students of the area. The college has recently introduced two career oriented, self- financing courses to prepare students of the backward area for vocations.

The Peer Team would like to appreciate the efforts taken by the management, Principal and his team. The self analysis made by the College reflects the true picture prevailing in the academic and outside environment of the college.

The peer team would like to list the following as areas of concern and recommend to the management to take

these into their consideration for implementation in accordance with their plans, resources and priorities.

✓ Provision of college - sponsored transport facilities to help students reach college with ease from the (Erattakulam) main road to the college (about 1.5 Km)

✓ Establishment of hostel facilities for boys and increasing the present intake of girls. Presently the staff quarters constructed with UGC assistance is being used to accommodate a few girls.

✓ Provision of adequate waiting / rest room facilities with more exclusive toilet facilities for girls.

✓ Arrangements to assist at least the PG Department to have Departmental Libraries and computer facilities.

✓ Establishment of purposeful linkages with relevant industries, user - agencies research centres etc for the efficient running of courses in Environment and Water Management, Industrial Microbiology and M.Sc Zoology (with entomology).

✓ Early implementation of newer methods of teaching and use of Computers and Information technologies, teaching aids etc in teaching, evaluation and other process of education in the college.

✓ Need for training programmes to update the non-teaching staff's knowledge and skills so as enable them offer better services to the constituents of the college.

✓ Provision of basic computer skills/Training to all the students of the college located in a backward area.

✓ Contribution of IQAC & QAC for sustaining the quality of educational process in the college.

✓ Computerization of office-admission, accounts, issue of TC etc.

The Peer Team thanks the entire college community including the local management, Principal, Coordinator, the staff, the students and the members of non-teaching staff for their whole-hearted cooperation and help in making arrangements that facilitated the entire work to be done in a smooth manner within time.

We wish them all the best in their pursuit of excellence in higher education.

Dr. Naren Chandra
Chair Person

Prof. Raja Mutthulandi
Member-Coordinator

Prof. Krishna Bhat
Member

DECLARATION BY THE PRINCIPAL

I certify that the data included in the Re-accreditation report is true to the best of my knowledge.

This SSR has been prepared by the institution after internal discussions and no part thereof has been outsourced.

I am aware that the Peer Team will validate the information in the SSR during the peer team visit.

A handwritten signature in black ink, consisting of several vertical strokes on the left and a horizontal line extending to the right, ending in a small dash.

Signature of Head Of Institution with seal

Certificate of Compliance

(Affiliated/Constituent/Autonomous Colleges and Recognized Institutions)

This is to certify that SREE NARAYANA COLLEGE, ALATHUR, PALAKKAD-678682 fulfils all norms

1. Stipulated by the affiliating University and/or
2. Regulatory Council/Body [such as UGC, NCTE, AICTE, MCI, DCI, BCI, etc.] and
3. The affiliation and recognition [if applicable] is valid as on date.

In case the affiliation / recognition is conditional, then a detailed enclosure with regard to compliance of conditions by the institution will be sent.

It is noted that NAAC's accreditation, if granted, shall stand cancelled automatically, once the institution loses its University affiliation or Recognition by the Regulatory Council, as the case may be.

In case the undertaking submitted by the institution is found to be false then the accreditation given by NAAC is liable to be withdrawn. It is also agreeable that the undertaking given to NAAC will be displayed on the college website.

25/08/2014

Alathur



Dr.G.Hariprakash

Principal/Head of the Institution

