



SELF STUDY REPORT

FOR

2nd CYCLE OF ACCREDITATION

SREE NARAYANA COLLEGE

**SREE NARAYANA COLLEGE P O THOTTADA KANNUR
670007**

www.sncollegekannur.ac.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Sree Narayana College, Kannur is the biggest and the oldest institution of higher education in Kannur District. The College was founded in the name of Sree Narayana Guru, the great saint and social reformer of our State, by the Sree Narayana Trusts, Kollam. The founder manager, R. Sankar made pioneering efforts to start a group of institutions named after Sree Narayana Guru. The college is a premier institution in the domain of higher education in the district of Kannur as it is the first college to be established in the region in the private aided category.

This college was formally inaugurated on the 6th of July 1960 by the then Chief Minister of Kerala, R. Sankar. From its status as a junior college it has now grown into a full fledged post-graduate college with affiliated research centres in its departments of Botany, Zoology, Chemistry & Commerce.

This college is situated on a serene twenty three acre campus, 'Govardhan Giri' at Thottada about 6 kms south of Kannur town. 'Govardhan Giri' was donated for the purpose by Haridas Govardhandas Khimji, a well to do philanthropist of erstwhile Kannur.

Vision

“Enlightenment through education; strength through organization” This is a declaration made by Sree Narayana Guru more than one hundred years back to motivate the people in the thiyya/ezhava community of Kerala. It is a statement that highlights and underscores the value and power of education in social uplift and economic empowerment. A downtrodden society has to gain social status not by individual efforts and contributions, but by collective endurance and persistence.

Mission

In our educational endeavour we stand committed to the realization of the following mission:

- i) To attain the noble notion of equality based on human dignity and thus practice the ideal **“Enlightenment through Education”**, of the great sage, seer and philosopher, Sree Narayana Guru, after whom the college is christened.
- ii) To continuously involve in the process of removing the disparities based on race, religion and caste through greater participation of the minorities and the backward in the mainstream of formal education as propounded by Guru.
- iii) To act as the nucleus centre for higher education in the District of Kannur and thus share the efforts of the State towards removing the social, economic and cultural backwardness of the home district.
- iv) To remove the social inequalities among people and to uplift the economically and socially downtrodden, by providing them the facility of higher education.

v) To transform the students into knowledgeable, competent, socially committed and honest citizens of the motherland by inculcating the spirit of scientific temper and analytical thinking which enable them to take up the challenges of life.

vi) To provide competitive and quality education and to inspire scholastic and aesthetic talents of the students for empowering them to seek gainful employment.

vii) To realize and honour human values, justice and universal brotherhood and thus provide value-based education for the mental advancement of the students.

viii) To provide a healthy and peaceful atmosphere for, achieving maximum output in the fields of learning, teaching, research and extension.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

Almost all the 12 departments have representatives in the Board of Studies of Kannur University. With regard to teaching learning and evaluation, the institution has highly qualified faculty members with many years experience giving their best which reflect in consistent good performance by our students. A pilot model of LMS has been developed by the Physics department. All the departments have Departmental libraries which are extensively used by the students. The tutorial system is very effectively sustained, monitored and executed to bring out very good results by maintaining a fairly high tally that stands above university average. The demand for the available seats in the college is usually 50 to 60 times above the sanctioned strength.

In research and extension activities, the college has an above the board statistics to stand head and shoulders above the neighbouring colleges. The faculty with research qualifications and research related activities come to near about 45 percent of the staff strength. In the last 5 years, there have been about 110 publications and projects worth about 72 lakhs have been sanctioned to us. The student support and progression in the college is fairly on the higher side with enough number of scholarships, free ships, financial support and general counselling all of which contribute to better growth and all round development. In sports and games, the college has been consistently maintaining excellent track records by winning the Jimmy George Trophy for excellence in sports and games among all colleges of Kannur University for 17 years.

Institutional Weakness

One prominent weakness which we discover on the basis of self assessment and academic audit is that the college infrastructure and ICT could not keep pace along with the demands of the fast changing educational requirements in the field of higher education. Catching up with the technological needs of ICT has been a big problem for the college. Right now the number of computers and access of students to computers is still a major weakness.

LMS has become a much needed learning resource for both teachers and students but as of now the college is trying hard to find resources for installing and putting in place such technologically oriented learning mechanisms within the college premises. As the college is located on a hilly terrain water shortage is another problem that takes away much of our resources and mental preoccupation.

Institutional Opportunity

Right now there are about 2100 students on the rolls of the college most of whom come from the hinterlands of the city of Kannur. They belong to different religions, castes and communities and they follow diverse kinds of life style with diverse life skills. Most of the students come from families where there are skilled as well as unskilled labourers. The multicultural and multi skilled background of these students will very well be used for socially and economically productive activities. A productive culture could be built up on the college campus by deploying a sizable number of men and women students. The products which they bring out as a result of their skilled/unskilled labour could be marketed inside or outside the college to create an entrepreneurial sensibility. Most of the departments could also identify their own areas of specialisation and establish some sort of a productive and mutually beneficial link with the nearby communities or establishments so that higher education becomes a platform for a quid pro quo transaction.

An incubation centre for research related activities and pooling up of academic resources could be established and activated for pursuit of excellence and application oriented research.

Institutional Challenge

One of the formidable challenges that the college presently faces is the situational disadvantage of the hilly terrain. All the land plots around the college are being converted into housing plots by frequent excavations and landscaping. This has greatly depleted the water table of the campus and now the college faces acute water shortage right from the month of February. After the month of February the scarcity for water poses a big challenge for the day to day functioning of the college. Another challenge is the one posed by low level of internet connectivity. Though wi fi is partially active it is not sufficient enough to serve the requirements of the LMS which might have to be installed in the coming years. Another major challenge is with regard to power supply. Whenever there is power cut or major repair the power supply is interrupted and this very often brings all the work to a standstill. The college has already begun to take up this challenge in a positive way by approaching the alumni to put up a power generator that works on Diesel power. Very soon the college will be setting up a generator unit to ensure uninterrupted power supply day in and day out.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The College Council, the IQAC and also the Tutorial Committee jointly monitor and supervise the successful delivery of curriculum by closely adhering to the annual academic calendar released by Kannur University. About 50% of the full time permanent teachers serve on various boards of studies of the university that frame the curriculum and design the internal and external patterns and framework. Though there are 97 teachers altogether, the number of permanent faculty stands at 66. In the last five years 119 new courses were introduced with the concurrence and approval of the various boards of studies across the programmes offered by the college. Thrust was given to categories like gender, environment, sustainability, human values and professional ethics. In the course of the last five years, five certificate/diploma programmes were offered with support from the UGC and KELTRON. 83% of the programmes come under the ambit of CBCSS. 19 of the UG/PG

programmes (13 UG and 6 PG) do follow the CBCSS pattern with timely modifications and fine tunings effected by the boards of studies. Again, two of our faculty members have been on the university syndicate which is the supreme body of the university in all academic and non academic matters. The Additional Skill Acquisition Programme funded by the government of Kerala has been offering five value added programmes during the period. Structured feedback on curriculum and the departments is taken at fixed intervals from the students and analyzed and actions are taken in an effective way.

Teaching-learning and Evaluation

The last five years have been a period of academic transition from the direct grading pattern of the previous CCSS pattern introduced in 2008 to the direct grading system under CBCSS pattern. This was a period in which the college, like any other college under Kannur University had to face a lot of transitional problems because of the programme of reformulation of curriculum, introduction of new courses numbering about 119 at both UG and PG levels and also the shift from the grading to the marking system with indirect grading on a 7 point grade scale. As of now, there are 2106 students on the campus enrolled in UG/PG/PhD programmes. Altogether, 746 students were admitted this year without leaving a single seat vacant as there was a demand ranging from 50 to 60 times to the total number of sanctioned seats. There are 66 tutors/mentors who continually monitor their students by providing guidance, support, counseling and confidence. 42% of the permanent faculty members have Ph.D degree in spite of the retirement of about 16 faculty members with Ph. D. and research publications. The pass percentage of the college stands at 74.3% and this is a fairly high tally in comparison with the university average. The course and programme outcomes are intimated to the students at the beginning of the programme and also at the start of the semester. Students are given copies of the syllabi and could also access the programme/course outcome through the university website.

Research, Innovations and Extension

The research output of our faculty and research students have stood us in good stead during the last 5 years just as it was in the period of the first cycle of accreditation. Research and extension activities are in fact one strong unique feature of our college. There are exceptionally good researchers among the faculty who substantially promote and sustain research activities in their respective departments like Zoology, Chemistry, Botany and Physics. Research projects have been received from overseas universities and they are successfully executed by our faculty. An average of about 45 percent of our faculty members have PhD degree and this considerably and cumulatively contributes towards the encouragement of student research and projects.

The college produced a sizable number of research publications in various accredited National and International journals: 110 papers. The publications in the form of chapters and books stand at 7. The total amount received from various funding agencies for the research stands at Rs.71.5 lakhs. There have been 13 significant projects taken up by the faculty. There have been 18 research guides supervising PhD students in Arts, Science and Commerce. 13 candidates were awarded PhD from the college during the last 5 years.

Altogether 74 extension and outreach programmes were conducted by the college under the auspices of NCC and NSS and the faculty won 8 awards. Innovations are usually found among the individual faculty members who apply various innovative methods to bring out the best in their students.

Infrastructure and Learning Resources

The college campus measuring up to an area of 23.24 acres is situated on a hilly terrain about 6 kilometers away from the city of Kannur and it is known as Govardhanagiri, named after the donor philanthropist Haridas Govardandas Khimji. Right now the college is 57 years old but the buildings came up on this campus only about 45 years back. About 2000 students study in the college where there are 51 class rooms, 7 smart classrooms, 8 ICT enabled class rooms, 3 post graduate laboratories, 5 research laboratories, 6 B Sc laboratories, 4 computer labs, 3 seminar halls, 14 faculty rooms, 1 herbarium, 2 museums and 1 botanical garden. The college has facilities for promotion of sports and games: football field, basket ball courts, gymnasium, table tennis arena, badminton court, net practice area for cricket and a multipurpose indoor stadium (construction nearing completion). All major programmes are held in the college auditorium. Separate rooms are allotted for NCC and NSS. Two women's hostel with a total capacity of 100 is available for students from far off areas.

Student Support and Progression

The available statistics reveal that near about 55 percent of the students receive government fee concessions and various other scholarships under several heads. Every year near about one hundred students get financial support in the form of scholarships instituted by the college or the department or the Alumni. About seven to ten capability enhancement schemes / channels are offered by the college. Every department has quite a remarkable number of alumni who work in various government and private establishments inside and outside the country. Each of the old post graduate departments can present 10-20 students names who have qualified themselves in the National and State level qualifying examinations. The college has been consecutively winning the prestigious Jimmy George Ever rolling Trophy for the college with best performance in sports and games under Kannur University. On an average 200-300 students become eligible for grace marks in sports and games for their performance at university level. Every year, about 5-6 of our sports persons make it to the National level or the inter university level championship. There have been five to eight performers who won medals at the national level. The college football team is in a formidable position as it always maintains a top position at both University and State levels. Every year, the institution is ranked among the top seven colleges under Kannur University in Fine arts, which include both literary and stage performances. About four of our students got opportunity to participate at the national inter university level.

Governance, Leadership and Management

The Principal runs the college with the help of his office and the HOD's. The college council is the supreme statutory body to take crucial decisions on all matters related to admission, academics and discipline. E governance is in effect with regard to UG admission, scholarship disbursement, salary payment of staff and submission of internal marks. The cooperative credit society that takes care of small savings of teachers and also the emergency needs of the staff. The society gives loan up to 5 lakhs for all staff on short notice within a day or two at a reasonable interest rate. Performance based appraisal system is practiced at the time of giving promotion to the faculty members. All money matters of the college are audited and records are maintained systematically with the concurrence and approval of the deputy director of collegiate education and the office of the accountant general in the State. All PTA funds are externally audited and presented before the general body with utmost transparency. The college maintains an alumni fund by collecting a small amount of money from

the outgoing students every year. Internal audit is done for the transactions done with the cash withdrawn from this fund. Funds received from the government under the head Planning and Development are utilized by adhering to the rules and regulations. The College IQAC functions by monitoring all the curricular and internal activities. The IQAC coordinator and the members actively intervene in the functioning of all the key bodies and committees.

Institutional Values and Best Practices

The college has been progressively showing gender sensitivity by providing various kinds of educational, financial and moral support for the realization of the ideal of gender equity. It could be safely claimed that the campus is a free and secure space for the women students as there are both physical and non physical support mechanisms for the security and educational enrichment of women students. About 375 KWH of renewable energy is maintained by a small solar panel system. LED bulbs have become the main lighting resource of the college by the intervention by the department of physics. Waste management is done by using manually operated incinerator. Majority of the students and teachers use the public conveyance to come to college. The college takes care of the differently abled students by special ramps and interlocked pavements. Every day the work begins with Sree Narayana Gurus Universal prayer Daivdashakam which fosters tolerance and secularism. Orientation classes are held for the fresher's and value based lectures are hosted on the occasion of the Samadhi day of Sree Narayana Guru Every year. Onam is celebrated as a big festival with multiple programmes aimed at fostering togetherness, fellow feeling, secularism and cultural unity. Flag hoisting and parade are done on both the republic and independence days. Martyrs day is observed and the birth anniversary of Mahatma Gandhi is observed with campus cleaning exercise with the involvement of all the students. Code of conduct is followed by both students and teachers.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	SREE NARAYANA COLLEGE
Address	SREE NARAYANA COLLEGE P O THOTTADA KANNUR
City	KANNUR
State	Kerala
Pin	670007
Website	www.sncollegekannur.ac.in

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	06-07-1960

University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Kerala	Kannur University	View Document

Details of UGC recognition				
Under Section	Date	View Document		
2f of UGC	01-01-1970	View Document		
12B of UGC	01-01-1970	View Document		

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	SREE NARAYANA COLLEGE P O THOTTADA KANNUR	Semi-urban	23.24	11450

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,English,	36	Twelfth	English	150	143
UG	BA,Malayalam,	36	Twelfth	English	144	130
UG	BA,Economics,	36	Twelfth	English	180	172
UG	BA,History,	36	Twelfth	English	180	170
UG	BSc,Mathematics,	36	Twelfth	English	180	166
UG	BSc,Chemistry,	36	Twelfth	English	150	143
UG	BSc,Zoology,	36	Twelfth	English	108	102
UG	BSc,Microbiology,	36	Twelfth	English	105	100
UG	BSc,Physics,	36	Twelfth	English	150	137
UG	BSc,Botany,	36	Twelfth	English	109	109
UG	BCom,Commerce,Income Tax	36	Twelfth	English	152	152
UG	BCom,Commerce,COOPERATION	36	Twelfth	English	180	178
UG	BBA,Management Studies,	36	Twelfth	English	168	168
PG	MA,English,	24	Graduation	English	30	29
PG	MA,Economics,	24	Graduation	English	40	38
PG	MSc,Chemistry,	24	Graduation	English	24	24
PG	MSc,Zoology,	24	Graduation	English	24	19

PG	MSc,Physics,	24	Graduation	English	24	24
PG	MCom,Com merce,	24	Graduation	English	41	41
Doctoral (Ph.D)	PhD or DPhil ,Chemistry,	60	Postgraduatio n	English	10	4
Doctoral (Ph.D)	PhD or DPhil ,Zoology,	60	Postgraduatio n	English	24	10
Doctoral (Ph.D)	PhD or DPhil,Botany ,	60	Postgraduatio n	English	10	2
Doctoral (Ph.D)	PhD or DPhil ,Commerce,	60	Postgraduatio n	English	30	25

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				14				68			
Recruited	0	0	0	0	7	7	0	14	10	42	0	52
Yet to Recruit	0				0				16			
Sanctioned by the Management/Soci ety or Other Authorized Bodies	0				0				6			
Recruited	0	0	0	0	0	0	0	0	6	0	0	6
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				32
Recruited	10	1	0	11
Yet to Recruit				21
Sanctioned by the Management/Society or Other Authorized Bodies				3
Recruited	0	3	0	3
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				1
Recruited	0	0	0	0
Yet to Recruit				1
Sanctioned by the Management/Society or Other Authorized Bodies				1
Recruited	0	1	0	1
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/ LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	7	5	0	3	9	0	24
M.Phil.	0	0	0	0	1	0	1	4	0	6
PG	0	0	0	0	1	0	6	29	0	36
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/ LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	2	7	0	9
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	5	15	0	20
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	1	0	0	1
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	Male	Female	Others	Total	
	0	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	553	2	0	0	555
	Female	1334	1	0	0	1335
	Others	0	0	0	0	0
PG	Male	21	0	0	0	21
	Female	154	0	0	0	154
	Others	0	0	0	0	0
Doctoral (Ph.D)	Male	13	0	0	0	13
	Female	28	0	0	0	28
	Others	0	0	0	0	0
Certificate / Awareness	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Category		Year 1	Year 2	Year 3	Year 4
SC	Male	97	104	99	85
	Female	124	129	148	146
	Others	0	0	0	0
ST	Male	21	22	22	27
	Female	14	20	23	30
	Others	0	0	0	0
OBC	Male	275	262	304	352
	Female	971	954	1079	1253
	Others	0	0	0	0
General	Male	91	87	61	72
	Female	122	141	88	77
	Others	0	0	0	0
Others	Male	10	90	75	26
	Female	33	133	108	38
	Others	0	0	0	0
Total		1758	1942	2007	2106

Extended Profile

1 Program

1.1

Number of courses offered by the institution across all programs during the last five years

Response: 416

1.2

Number of self-financed Programs offered by college

Response: 0

1.3

Number of new programmes introduced in the college during the last five years

Response: 2

2 Students

2.1

Number of students year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2106	2007	1942	1896	1792

2.2

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1957	1877	1699	1687	1714

2.3

Number of outgoing / final year students year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
645	641	633	589	579

2.4**Total number of outgoing / final year students****Response: 3097****3 Teachers****3.1****Number of teachers year-wise during the last five years**

2016-17	2015-16	2014-15	2013-14	2012-13
95	89	87	85	86

3.2**Number of full time teachers year-wise during the last five years**

2016-17	2015-16	2014-15	2013-14	2012-13
82	82	82	82	82

3.3**Number of sanctioned posts year-wise during the last five years**

2016-17	2015-16	2014-15	2013-14	2012-13
82	82	82	82	82

3.4**Total experience of full-time teachers****Response: 689****3.5****Number of teachers recognized as guides during the last five years**

Response: 12

3.6

Number of full time teachers worked in the institution during the last 5 years

Response: 88

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 54

4.2

Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
96.43699	61.625	119.16182	19.26246	22.87842

4.3

Number of computers

Response: 150

4.4

Unit cost of education including the salary component(INR in Lakhs)

Response: 0.45908

4.5

Unit cost of education excluding the salary component(INR in Lakhs)

Response: 0.032778

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

The institution ensures effective curriculum delivery through a well planned and documented process

Response:

Action at the beginning of the semester: Departmental meetings are conducted in all departments and portions are allotted and documented. Portions are completed as according to the University Academic Calendar. Every Department prepares a time table in concordance with the general time table of the whole college which is designed as according to the work load approved of by the Director of Collegiate Education and monitored along with the salary bills submitted to the Deputy Director of Collegiate Education every month. Department level meetings are held at frequent intervals to monitor the progress of work allotted to the faculty members. The Heads of Departments monitor this and give briefings at these meetings. Every Department is given freedom and flexibility to conduct academic programmes like class room seminars, assignments, student presentations by following the overall Academic Calendar sent by the University every year. The faculty members maintain an individual Work Diary to self monitor the delivery of curriculum. The College Council, the supreme statutory body of the college is convened frequently on a bi-monthly basis to put in place an overall supervision of the effective curriculum delivery.

File Description	Document
Link for Additional Information	View Document

1.1.2

Number of certificate/diploma program introduced during the last five years

Response: 0

1.1.2.1 Number of certificate/diploma programs introduced year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Details of the certificate/Diploma programs	View Document
Any additional information	View Document

1.1.3**Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years****Response:** 34.15

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2	20	0	2	4

File Description	Document
Details of participation of teachers in various bodies	View Document
Any additional information	View Document

1.2 Academic Flexibility**1.2.1****Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years****Response:** 28.61

1.2.1.1 How many new courses are introduced within the last five years

Response: 119

File Description	Document
Minutes of relevant Academic Council/BOS meetings.	View Document
Details of the new courses introduced	View Document
Any additional information	View Document

1.2.2

Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

Response: 82.61

1.2.2.1 Number of programmes in which CBCS/ Elective course system implemented.

Response: 19

File Description	Document
Name of the programs in which CBCS is implemented	View Document
Minutes of relevant Academic Council/BOS meetings.	View Document
Any additional information	View Document

1.2.3

Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years

Response: 1.93

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
60	0	17	53	56

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	View Document

1.3 Curriculum Enrichment**1.3.1**

Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum

Response:

All the undergraduate/ Postgraduate programmes in the Humanities, Arts, Commerce , Management and Science streams of B A, B Sc, B B A and B Com, M A, M Sc and M Com have courses / modules which address issues related to gender, environment, sustainability, human values and professional ethics. Such an integration of courses took place as a result of the deliberate planned strategies adopted by the Board of Studies of all the disciplines that reformulated the curriculum in the span of the last 3 years. This is to enable and empower the students to take up the newly emerged challenges in the contemporary global scenario. This is also to promote global competencies and awareness about the contemporary realities of life in the post modern period. Again this is to sensitize students about environmental problems and their global impact and also to instil civic consciousness. Students are empowered to understand how language shapes the reactions, perceptions and beliefs of the local, national and global communities, how language and literature are the primary means by which culture and human values are transmitted. Women's Writing Courses in language and literature are designed to help students interpret women's experience by offering critiques of the prevailing inequities and destabilising social-economic equations. The curriculum aims at engendering sensitivity to the intersections of subject formations such as race, class, sexuality and gender. The common courses in English, Malayalam and Hindi have literary modules that foster human values and social ethics.

File Description	Document
Any Additional Information	View Document
Link for Additional Information	View Document

1.3.2**Number of value added courses imparting transferable and life skills offered during the last five years****Response: 1**

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

Response: 1

File Description	Document
Details of the value-added courses imparting transferable and life skills	View Document
Brochure or any other document relating to value added courses.	View Document
Any additional information	View Document

1.3.3**Percentage of students undertaking field projects / internships****Response:** 42.74

1.3.3.1 Number of students undertaking field projects or internships

Response: 900

File Description	Document
List of students enrolled	View Document
Institutional data in prescribed format	View Document

1.4 Feedback System**1.4.1****Structured feedback received from**

1) Students, 2) Teachers, 3) Employers, 4) Alumni and 5) Parents for design and review of syllabus- Semester wise/ year-wise

Response: B. Any 3 of the above

File Description	Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View Document
URL for stakeholder feedback report	View Document

1.4.2**Feedback processes of the institution may be classified as follows:****Response:** E. Feedback not collected

File Description	Document
Any additional information	View Document
URL for feedback report	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Average percentage of students from other States and Countries during the last five years

Response: 0.28

2.1.1.1 Number of students from other states and countries year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
4	6	5	5	7

File Description

Document

List of students (other states and countries)

[View Document](#)

Institutional data in prescribed format

[View Document](#)

2.1.2

Average Enrollment percentage

(Average of last five years)

Response: 100

2.1.2.1 Number of students admitted year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
746	748	728	719	671

2.1.2.2 Number of sanctioned seats year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
746	748	728	719	671

File Description	Document
Institutional data in prescribed format	View Document

2.1.3

Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

Response: 99.75

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1957	1877	1699	1674	1706

File Description	Document
Institutional data in prescribed format	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.2 Catering to Student Diversity

2.2.1

The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners

Response:

All the UG Departments conduct class room tests and give assignments to students in general and the faculty members who are the tutors judge the strengths and weaknesses of the students general. This process continues till the end of the first semester and the students are given flexible space for academic growth. The students with sufficient potential are identified by the tutors in the first year itself and they are provided ample opportunities to excel and attain greater heights in the forthcoming years of their graduation. In the case of students with weaknesses or learning problems, the tutors provide special attention and give personal guidance and direction in tutorial sessions. The parents are also brought into the process by hosting class PTA meetings where the students are also given the opportunity to participate in the discussions. At the end of the meeting, the parents and their wards meet their respective tutors and a feasible strategy is designed for overcoming learning problems. Generally, the students who come from families with poor educational, financial, sociological background find it difficult to cope up

with the academic schedule of the college. Such students are usually monitored, mentored and cared for in multiple ways. They are provided scholarships and sent for student support programmes and co-curricular activities to enable them to identify their own problems and come out into the main stream of academic transactions. Going by the tutorial records maintained in the departments, it could be ascertained that more than 80% of the students with various weaknesses and learning problems get empowered to take up the academic exercises in the college without being sidelined from the stream of competent students. In the case of advanced learners, they are given opportunity by their respective tutors to get into programmes like walk with the scholar, co-curricular activities conducted by the department clubs and associations. After the month of September, the college begins hosting various co-curricular activities under the banners of department clubs, associations and college supported events. Students with competent skills and capacity for hard work get internalized and assimilated into the academic exercise in a productive and result oriented manner. Almost all the departments have been bringing out results far ahead of the university average.

File Description	Document
Link for Additional Information	View Document

2.2.2

Student - Full time teacher ratio

Response: 25.68

File Description	Document
Institutional data in prescribed format	View Document

2.2.3

Percentage of differently abled students (Divyangjan) on rolls

Response: 0.57

2.2.3.1 Number of differently abled students on rolls

Response: 12

File Description	Document
List of students(differently abled)	View Document
Institutional data in prescribed format	View Document

2.3 Teaching- Learning Process

2.3.1

Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Response:

All the fourteen departments have sufficient academic freedom and flexibility to use and apply any method of teaching and learning. All the science departments offer the students opportunity to have experiential learning through field work, project work and assignments. In almost all the curricula of the departments, ample scope is provided to students to widen their knowledge by participative learning and problem solving methodologies. Students can select any area of their choice to do assignments or projects especially in the fifth and sixth semesters of the UG programmes and the fourth semester of the PG programmes. The college generally maintains a free and open academic atmosphere for teaching, learning and academic cross pollination in spite of the rigorous semester schedules. In the case of science students like those of Botany, Zoology, Chemistry and Microbiology, there is ample scope for experiential and participative learning from inside the laboratories and also from visits to scientific institutions of excellence and places of innovative technologies. Apart from this, every science department makes best use of the available resources to bring experts from relevant areas for workshops, seminars and extension programmes which do give lateral experience and opportunity for the students to get better insights and knowledge about their area. In the case of the students of the streams of Humanities, Management Studies and Commerce the faculty members devise their own methods to provide learning experience and effective academic ambience when they transact the curriculum.

2.3.2

Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

Response: 58.54

2.3.2.1 Number of teachers using ICT

Response: 48

File Description	Document
List of teachers (using ICT for teaching)	View Document
Any additional information	View Document
Provide link for webpage describing the " LMS/ Academic management system"	View Document

2.3.3

Ratio of students to mentor for academic and stress related issues

Response: 25.68

2.3.3.1 Number of mentors

Response: 82

File Description**Document**

Year wise list of number of students, full time teachers and students to mentor ratio

[View Document](#)**2.3.4****Innovation and creativity in teaching-learning****Response:**

The college is well known among the generations of students and faculty members for its academic flexibility, spirit of innovation and temper of creativity. The classes of faculty members with keen research mind become the forum for innovation and creativity to build up a sort of lateral thinking and interdisciplinary among the young learners. Near about 30-40% of the faculty members have been people with research qualifications and interest in innovative practices and creative academics. Such faculty members bring in a happy mix of text based academic exercise and content directed outward towards productive thinking and originality. There is a sizable number of faculty members who have reduced the chalk and talk method in favour of research oriented and offbeat methodologies for imparting knowledge instilling inspiration among the students. There are four research departments which are very vibrant with pursuit of excellence and projects of contemporary significance. These departments have, through the years, carried over a spirit of inquiry, innovation and creativity into their UG and PG classes too. The departments of the Humanities and Commerce and Management streams too adopt techniques and methods that are conducive to innovation and productivity. Conventional classroom teaching methods are supplemented and complemented by outdoor activities such as exhibitions, festivals and field projects where the students get an open platform to integrate intellectually and emotionally with the courses of study prescribed by the university.

2.4 Teacher Profile and Quality**2.4.1****Average percentage of full time teachers against sanctioned posts during the last five years**

Response: 100

File Description**Document**

Year wise full time teachers and sanctioned posts for 5 years

[View Document](#)

List of the faculty members authenticated by the Head of HEI

[View Document](#)

2.4.2**Average percentage of full time teachers with Ph.D. during the last five years****Response:** 40.73

2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
33	29	34	36	35

File Description**Document**

List of number of full time teachers with PhD and number of full time teachers for 5 years

[View Document](#)**2.4.3****Teaching experience per full time teacher in number of years****Response:** 8.4**File Description****Document**

List of Teachers including their PAN, designation,dept and experience details

[View Document](#)**2.4.4****Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years****Response:** 7.32

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	2	1	2	1

File Description	Document
Institutional data in prescribed format	View Document
e-copies of award letters (scanned or soft copy)	View Document

2.4.5

Average percentage of full time teachers from other States against sanctioned posts during the last five years

Response: 10.49

2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
8	8	9	9	9

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	View Document

2.5 Evaluation Process and Reforms

2.5.1

Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

Response:

In 2014, the college began following the new reformed pattern of internal evaluation by introducing indirect grading and marking system. The students are internally assessed on the basis of the marks they score in the four essential criteria: class tests/internal exams; assignment/seminar presentation; viva voce and attendance. The marks for internal evaluation is 20 percent of the total marks of each paper. This work of internal evaluation is done by all the individual faculty members in a register maintained individually in the department. When the university opens the window for uploading internal marks, all the faculty members who are in charge of the internal assessment and the courses of internal assessment upload the marks, take print out and circulate among the students and get the signature of all the students. When there are complaints or grievances, the tutors solve them instantaneously from inside the classroom or the department and effect changes. In the final stage, the heads of departments verify all the students' marks of their respective departments and take the final print out for circulation among the students who have to affix their second signature as a sign of their acceptance. This process is done by all the 14 UG departments.

File Description	Document
Link for Additional Information	View Document

2.5.2

Mechanism of internal assessment is transparent and robust in terms of frequency and variety

Response:

The mechanism of internal assessment followed by the college is in every way transparent, robust, flexible and liberal. Tests are conducted at least twice or more times in classrooms so that all students are brought within the fold of internal assessment even if the students are constrained to take leave for reasons physical or otherwise. Assignments and seminar topics are allotted by taking into considerations the strengths and weaknesses of students in order to bring out the best in them. However, brilliant students are always placed head and shoulders above the average students. Every department addresses issues, complaints, grievances related to internal assessment by a mechanism which involves a cell comprised of the head of the department and two senior faculty members. When the department fails to solve the issue, the matter is taken up for final adjudication to the college Principal or the central grievance redressal committee. But such situations are very rare and uncommon as most of the problems get addressed and solved from within the departments alone. The process of internal assessment begins in the middle of the odd and even semesters and it goes on until the university examinations begin in the months of November/December and April/May. The college conducts common internal/model examination for all common courses in English, Malayalam, Hindi for the first and second year UG students. This is to offer writing practice and also to build up higher confidence among the junior students who are just out of their schools and secondary level academic exercises. The faculty members evaluate these papers and return them to the students by giving a general academic counselling session where they suggest remedial measures to the students of all categories. This way the students are put in a position to assess themselves with regard to their strength and weaknesses. When the internal marks are uploaded on to the university website the students are given the uploaded mark sheets twice: the first one done by the tutor in charge of internal assessment and the next one verified by the head of the department. This way, the internal assessment system is strong and transparent with little room for injustice or grievance.

File Description	Document
Link for Additional Information	View Document

2.5.3

Mechanism to deal with examination related grievances is transparent, time-bound and efficient

Response:

All internal examination related grievances are managed and solved in a very transparent way. Every

department has its own grievance redressal mechanism with a separate minute's book. Whenever there are grievances, the students have a four tier system of redressing their grievances. First, the student concerned can freely approach the tutor concerned and notify him/her the grievance. The tutor examines all the available documents like the answer sheet, assignment sheet, seminar paper, and attendance register and then proceeds to make rational corrections in the internal mark sheet and upload the same within a day or two. If the problem is not solved satisfactorily, the student can approach the head of the department as part of a second stage effort. The HoD convenes either a department meeting or a meeting of the grievance redressal cell in the department and comes to a proper decision on the basis of the scrutiny of the relevant documents mentioned earlier. Most of the problems are usually settled in the second phase. If the student is not convinced / satisfied, then he/she can approach the Principal for a better solution from the third tier of the grievance redressal mechanism with the involvement of the college complaints and grievance cell. Only on very rare occasions, complaints come up to the level of the third tier. But on very rare occasions the complaint is lodged with the controller of examinations of the university who looks into the matter with the help of the universities complaints and grievance redressal cell. The Controller of Examinations has the power of adjudication in such matters and gives necessary directions to the college Principal to rectify and redress such grievances. There are also rare cases of omission or commission which get solved even after the whole internal assessment process is over. This is done by the HoD and the Principal by forwarding the students request for reconsideration and change of internal marks on certain unavoidable grounds. The HoD concerned elaborately explains the inadvertent error and forwards the same to the Controller of Examinations for necessary action and quick solution. Justice is meted out to the students on such occasions without further hassles.

File Description	Document
Link for Additional Information	View Document

2.5.4

The institution adheres to the academic calendar for the conduct of CIE

Response:

At the beginning of the academic year, in the month of June-July, the university releases its academic calendar for both the odd and even semesters to ensure that the students get 90 working days in each semester. In other words, this means that there ought to be 450 classroom hours in one semester. The Principal is assisted by the HoDs to ensure the conduct of regular classes even if 50-60 % of the faculty members are engaged with evaluation duties in their respective valuation camps which are located in far off centres of the university premises. Some of the teachers take classes in the forenoons or afternoons and then go for finishing their valuation duties. During the same period of June - July, the entire thirteen department HoDs of the UG/PG offering departments convene department level meetings to allocate the portions to all the regular faculty members. Enough space is given to conduct co-curricular programmes like seminars, student assignments, project work, association activities, department club activities and staff club activities.

The college academic exercise comes into full swing by the middle of August. The college faculty puts in all their best efforts to conduct classes and all other required classroom activities like seminars, tests,

assignments from August to last week November. The even semester begins one week before the Christmas vacation. Though all classes cannot begin by this time because of the continuing university examination schedule, the college resumes classes for the final semester UG students in December itself. The second and fourth semester PG students will be able to resume their classes only by the month of January. All faculty members will be back from the centralised valuation camps of Kannur University by the end of the first week of January and preparations have to be made for the start of the even semesters of all the UG/PG departments. Again, there will be an elaborate College Council meeting that chalks out an overall plan to execute the university academic calendar in the best way possible. The sixth semester UG batch will have to be dispersed by the end of March. This will be followed by the dispersal of the fourth semester PG batches by the end of the first week of April. But this semester is a comparatively hectic period for the college. This is because the college gives importance for multifarious activities for the all round development of the students. Special NCC/NSS camps are held in December during vacation and moreover, from October onwards the college continually and vibrantly hosts various programmes under the auspices of the College Union, the Student Clubs, Student Association, the IQAC, the Fine Arts Club, the Film Club, Nature Club and the Tourism Club. In September, the college election will be held as per the university prescribed schedule for the formation of College Union and department associations. This will be followed by the nomination of the Staff Advisor, Fine Arts Advisor and Staff Editor.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1

Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students

Response:

Programme outcomes and course outcomes are usually circulated by the tutors/mentors among the students right at the beginning of the semester. The xerox copies of all the syllabi are given to the students when new courses begin and there is usually an initiation by the tutors/mentors for the purpose of familiarisation of course outcomes which have to be supported by doing all the excersice and work assignments specified in the syllabi of all the programmes and courses. The HoDs ensure that a copy of the curriculum and programme/course outcomes are maintained and circulated among all the faculty members. This is made accessible to the both the faculty and the student community through the college website, Kannur University website and classroom tutorials.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.6.2

Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

Every department maintains a separate file for evaluating the programme and course outcomes by its own individual method of analysis monitored by the IQAC. Though it is not a very easy task to calibrate the UG course outcomes, the tutors maintain a register of the progress level attained by the students at the every semester. After every semester examination, the tutors/mentors monitor the course outcomes mainly through the grades and marks attained by students in every semester examinations. These data regarding the course outcomes are highlighted at the class PTA meetings where the parents as well as the students and the faculty members involve themselves in a sort of stocktaking programme. This is one major platform for evaluating the course outcomes until the student gets into the final semester. The UG programme outcome is evaluated by the institution mainly through the process of a department level statistics of the levels and marks attained by the outgoing students. It is found that, generally 50-60 % of the students from the UG category make progress to post graduate studies or some other programme of study leading to a good profession

2.6.3

Average pass percentage of Students

Response: 74.36

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 406

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 546

File Description	Document
Institutional data in prescribed format	View Document

2.7 Student Satisfaction Survey

2.7.1**Online student satisfaction survey regarding teaching learning process****Response:** 3.3

File Description	Document
Database of all currently enrolled students	View Document

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1

Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)

Response: 71.52

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
11.75	0	1.95	2.00	55.818

File Description

Document

List of project and grant details

[View Document](#)

3.1.2

Percentage of teachers recognised as research guides at present

Response: 20.73

3.1.2.1 Number of teachers recognised as research guides

Response: 17

File Description

Document

Institutional data in prescribed format

[View Document](#)

3.1.3

Number of research projects per teacher funded, by government and non-government agencies, during the last five year

Response: 0.45

3.1.3.1 Number of research projects funded by government and non-government agencies during the last five years

Response: 8

File Description	Document
Supporting document from Funding Agency	View Document
List of research projects and funding details	View Document

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

Response:

The laboratory facilities and intellectual knowledge resources of science departments of the college were shared with the Department of Science and Technology, Government of India during the period 2012-16 for the conduct of classes as part of the INSPIRE Internship Camp for 600 higher secondary school students of the state.

The Department of Zoology have been continuously sharing their laboratory experiences of research on shrimp farming with fishermen communities of nearby areas.

3.2.2

Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 0

3.2.2.1 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
List of workshops/seminars during the last 5 years	View Document

3.3 Research Publications and Awards

3.3.1

The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: Yes

File Description	Document
Institutional data in prescribed format	View Document

3.3.2

The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: Yes

File Description	Document
List of Awardees and Award details	View Document
e- copies of the letters of awards	View Document

3.3.3

Number of Ph.D.s awarded per teacher during the last five years

Response: 1.08

3.3.3.1 How many Ph.Ds awarded within last five years

Response: 13

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	View Document

3.3.4

Number of research papers per teacher in the Journals notified on UGC website during the last five years

Response: 1.34

3.3.4.1 Number of research papers in the Journals notified on UGC website during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
33	28	24	17	8

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document

3.3.5

Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years

Response: 0.09

3.3.5.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	1	3	2	0

File Description	Document
List books and chapters in edited volumes / books published	View Document

3.4 Extension Activities

3.4.1

Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

Response:

In the month of October, 2013 the NCC cadets of the college went on a month-long door-to-door campaign in the houses in Elayavoor panchayath creating awareness about the need to make use of cost-effective waste disposal methods. This was in view of the filth in the water bodies in the nearby areas. The cadets first went to a few houses at which such methods were in use to study about it themselves. Every year since 2008 the NCC sub-unit of our college has been organising a one-day blood group detection and donation camp in the college. This is the only college in the vicinity at which the Blood Mobile vehicle of Kerala Government Health Department takes blood directly. This is usually done

either in association with Blood Bank, District Hospital, Thalassery or Blood Bank, Kannur Government Hospital. Many of our NCC cadets regularly (once in 3-6 months) donate blood to the ailing patients in many hospitals in Kannur district and it has been of utmost help to the people in the neighbourhood and to students themselves. In the first week of June, 2016 NCC distributed complete school kit to a few children in the nearby schools. Ten students chosen from underprivileged families were presented with school bags, sufficient notebooks, pencils, erasers and pens. The function was inaugurated by the Kannur Corporation Mayor Ms E P Latha. In January, 2017 a permanent accident trauma care unit was set up using ninety cadets of NCC. They were given one-day training by RTO and doctors from Pariyaram Medical College. In the month of June, 2017 a one-day seminar on Yoga and its health benefits was held, and a book exhibition on Yoga was conducted in the college seminar hall. A few from the local populace too attended the classes. Hospital cleaning and visits to the nearby old-age home are regular events in the NCC scheme of activities.

The activities of two NSS units(Unit No:20 and 21) include: Palliative care- to understand the community in which they work, constructed a road to Udayagiri Panchayath, Alakode, Kannur, cleaned muddy pond in the nearby school at Elayavur Zone of Kannur Corporation, cleaned water source of Schools at Udayagiri, Alakode, renovation of water conservation project at Kadambur Panchayath, Kannur, conducted Health Camp at Govt. Hospital Thalassery and PHC Kadambur, Kannur- understand themselves in relation to their community, afforestation programme conducted jointly with Kerala Forest Department, Socio-economic health survey at Kadambur Panchayath, Kannur, identifying the needs and problems of the community and involving them in problem solving process; Love plastic –Save Environment programme; distribution Swanthanam Kits for cancer patients of nearby villages, Home care programme and immunization awareness programme near Edakkad Panchayath.

File Description	Document
Link for Additional Information	View Document

3.4.2

Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 6

3.4.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2	2	2	0	0

File Description	Document
Number of awards for extension activities in last 5 years	View Document
e-copy of the award letters	View Document

3.4.3

Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the last five years

Response: 74

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
11	18	18	15	12

File Description	Document
Reports of the event organized	View Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	View Document

3.4.4

Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 77.14

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1181	1972	1933	1530	916

File Description	Document
Average percentage of students participating in extension activities with Govt. or NGO etc.	View Document

3.5 Collaboration

3.5.1

Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

Response: 2

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	0	0	0	1

File Description	Document
Number of Collaborative activities for research, faculty etc.	View Document
Copies of collaboration	View Document

3.5.2

Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 6

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2016-17	2015-16	2014-15	2013-14	2012-13
2	1	1	1	1

File Description	Document
e-copies of the MoUs with institution/ industry/ corporate house	View Document
Details of functional MoUs with institutions of national, international importance, other universities etc. during the last five years	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

The College has 23.24 acres of land in its possession. The College offers adequate infrastructure facilities for curricular and extracurricular activities. Teaching/Learning facilities include 51 class rooms, 6 BSc laboratories, 3 MSc laboratories, 5 Research laboratories, 4 computer labs, 3 IT enabled seminar halls, an auditorium, 14 department staff rooms, central library and Department libraries. Out of the 51 class rooms, 7 class rooms are smart class rooms and 8 class rooms are ICT enabled class rooms. During the last five years, the College has expanded its physical infrastructure as per the needs of its academic growth. With the increase in new academic courses, the College has undertaken several steps for the enhancement of infrastructure, including laboratory and library facilities.

The facilities available in the college for teaching/learning are,

Facility	Nos.	Description
Classrooms	51	Classrooms are spacious, well ventilated with natural light and has sufficient number of lights and fans. Adequate seating facilities are provided
Smart Classrooms	7	Out of 51 classrooms, 7 are smart classrooms Smart board with Ceiling mounted LCD projector and computer with internet facility are provided
ICT enabled Classrooms	8	Out of 51 classrooms, 8 are ICT enabled classrooms LCD Projectors are provided
BSc. Laboratories	6	Physics-1, Chemistry-2, Botany-1, Zoology-1, Microbiology-1 Well equipped BSc Laboratories containing all equipments

		required
MSc. Laboratories	3	Physics-1, Chemistry-1, Zoology-1
Reasearch Laboratories	5	1) Zoology Research Centre Number of Labs: 2 Sophisticated Instruments : Separate file attached 2) Botany Research Centre Number of Labs: 1 Sophisticated Instruments : Separate file attached 3) Chemistry Research Centre Number of Labs: 2 Sophisticated Instruments : Separate file attached
Computer Labs	4	Two common and two departmental computer labs 1) Common Computer Lab – I 60 Desktop Computers with UPS facility, LAN, Internet Connectivity, Printer and Scanner 2) Common Computer Lab – II 40 Desktop Computers with UPS facility, LAN, Internet Connectivity, Printer and Scanner 3) Commerce Computer Lab 5 Desktop Computers with UPS facility, Internet Connectivity, Printer and Scanner 4) Physics Computer Lab 5 Desktop Computers with UPS

		facility, Internet Connectivity, Printer and Scanner
Seminar Halls	3	<p>1) Seminar Hall-I</p> <p>Air conditioned</p> <p>120 seats with Audio visual and LCD projection facilities with toilets at a nearby point</p> <p>2) Seminar Hall-II</p> <p>60 seats with Audio visual and LCD projection facilities</p> <p>3) Seminar Hall – III</p> <p>80 seats with Audio visual and LCD projection facilities in Economics Department</p>
Staffrooms	14	<p>Well furnished with attached toilet facility (12)</p> <p>Computer with internet connectivity, printer and scanner</p>
Herbarium	1	<p>Botany Department Herbarium</p> <p>The Herbarium, a unit of Botany department, has a collection of specimens comprising of Angiosperms, Gymnosperms, Pteridophytes and other lower plants (Details attached)</p>
Museum	2	<p>1) Zoology Museum</p> <p>Zoology Dept. has a well equipped Natural History Museum</p> <p>2) Botany Museum</p> <p>The department museum displays a variety of specimens including Algae, Fungi, Gymnosperms, Pteridophytes, Bryophytes, Lichens etc. preserved in F.A.A. (Details attached)</p>

Botanical Garden	1	The Dept. is maintaining a well set Botanical Garden (Details attached)
File Description	Document	
Any additional information	View Document	

4.1.2

The institution has adequate facilities for sports, games (indoor, outdoor), gymnasium, yoga centre etc., and cultural activities

Response:

The record of achievements of the Department of Physical Education forms one of the biggest strengths of the college through the last five decades. The college has been consistently and progressively maintaining and bettering its track record in the field of sports and games at both intercollegiate and interuniversity levels by producing a number of achievers at state and national events. This has stood the college in good stead during the last several decades.

Facility	Nos.	Description
Facilities for Sports, Indoor and Outdoor games		
Football Field	1	100m X 70m outdoor Football and Hockey Field, established in 1970
Basketball Court	1	32m X 18m outdoor Basket ball court near the college main gate, established in 2013
Shuttle badminton Court	1	18m X 10m indoor shuttle badminton court inside college auditorium, established in 2001
Table Tennis Arena	2	One Table tennis arena in college auditorium and the other is near to Physical education department established in 2000
Wrestling Arena	1	Indoor Wrestling arena of area 64m ² , with 40 numbers of wrestling mattresses, established in 2000
Gymnasium	1	Gymnasium of area 64 sq.m. with all kinds of weight training equipments, established in 2014
Indoor Stadium (Under construction)	1	UGC funded indoor stadium of size 36m X 24m X 12.5m is under

		construction just behind the Commerce block of College. Rs 70 lakhs has been sanctioned by UGC for the indoor stadium
Rest room for girls	1	Rest room for girls with attached toilet of area 28 sq.m. near Physical education department
Facilities for other extra-curricular activities		
Auditorium	1	Seating capacity -1000 Audio Visual facility Acoustics properly maintained Balcony Seating Auditorium stage equipped with light and sound arrangements
Seminar Halls	3	1) Seminar Hall-I Air conditioned 120 seats with Audio visual and LCD projection facilities with toilets at a nearby point 2) Seminar Hall-II 60 seats with Audio visual and LCD projection facilities 3) Seminar Hall – III 80 seats with Audio visual and LCD projection facilities in Economics Department
National Service Scheme		
NSS Office Room and Store Room	1	Area 100 sq. feet
National Cadet Corps		
NCC Office Room	1	Area 90 sq. feet
NCC Store Room	1	Area 140 sq. feet
Other Facilities		
Women's Hostel	2	Two Hostels are available for women students and teachers, that can accommodate 110 (60+50) persons Dining Hall, Kitchen and Recreational space are provided
Co-operative store	1	Books and stationery, sweets and confectionary at subsidized rates

Canteen	1	Providing breakfast, meals, tea and snacks at subsidized rates Separate sections for men students, women students and staff
Principal's Chamber	1	Conference area with attached toilet, pantry and dining space
Administrative Office	1	With attached toilet and dining area, reprographic facility
IQAC room	1	Furnished with conference table and chairs and storage cupboards for files and documents. Installed with ICT facilities and audio visual equipments
CCTV	14	14 CCTV cameras covering all four sites of the college premises

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

4.1.3

Percentage of classrooms and seminar halls with ICT - enabled facilities such as smart class, LMS, etc

Response: 33.33

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 18

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	View Document
Link for additional information which is optional	View Document

4.1.4

Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

Response: 74.54

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
60.38398	43.72583	104.95518	15.27018	16.42579

File Description	Document
Details of budget allocation, excluding salary during the last five years	View Document
Audited utilization statements	View Document

4.2 Library as a Learning Resource

4.2.1

Library is automated using Integrated Library Management System (ILMS)

Response:

The computerized Central Library caters to the needs of the entire student community, research scholars and staff (both Teaching and Non-Teaching) of the college. The General library is housed in a separate block with an approximate built up area of 3840 sq. ft spread over two floors of the Jubilee Building of the college. The ground floor houses the general library section and reference and reading room are accommodated in the first floor. The library functions from 9 am to 5 pm on all working days, including Saturdays and also during vacations.

The library possesses a rich collection of 48063 books, 30 journals and 20 periodicals/dailies, kept in an organized manner and displayed in the library. It also has a video library of NPTEL courses having a total capacity of 8 TB. The library also stores bound columns of Journals and CDs. In addition, the library has a separate collection of books for competitive examinations.

All the functions of the library have been automated using the Grandha Soft developed by Grandha Associates, Pathanamthitta, Kerala since 2011. Currently, the library uses its upgraded version. Some of the modules of the software are Acquisition, Data entry (both in English and Malayalam), Circulation, English and Malayalam classification (as per DDC 23rd edition), Dues Calculation, Stock Verification and OPAC (Online Public Access Catalogue). Searching and retrieving books and journals are made fast and easy by using Computerized Catalogue Service, providing bibliographical information about the documents and its availability in the library. Five terminals are provided for this facility. The web OPAC will help the users to search books available in the library without coming to the library. The

Library uses Barcode technology for speedy issue/return operations. It provides current awareness services such as displaying the latest issues of periodicals in the Reading Room and new additions in the General Library. The Library also extends Reprographic service to its users.

In addition, all the Departments have their own Department Libraries with a collection of books in the respective subjects and providing access to students and teachers.

The college subscribes to National Library and Information Services Infrastructure for Scholarly Content (N-LIST) of INFLIBNET with access to more than 6328 e-journals including the current issues with almost 10 years back files and more than 1,38,521 e-books. Students and staff are given individual ID and Passwords, providing the remote access to the e-resources.

The Library Advisory Committee advises on all matters relating to the organization and service of the library.

File Description	Document
Link for Additional Information	View Document

4.2.2

Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

Response:

The list of some of the rare books available in the library including the details of publishers, year of publishing, authors and no. of copies is provided here. In addition, the complete list of rare books is attached as a separate file

NAME OF THE BOOK	NAME OF THE PUBLISHER	NAME OF THE AUTHOR	No. OF COPIES	YEAR OF PUBLISHING
INTERNATIONAL RELATIONS	A.I.T.B.S. PUBLISHERS & DISTRIBUTORS	PALMER, PERKINS	1	1997
AN ADVANCED HISTORY OF INDIA	LONDON MACMILLAN and Co.Ltd	R.C MAJUMADAR, HC RAYCHANDHURI KALIKINKAR DATTA	1	1963
A HISTORY OF INDIA	PENGUIN BOOKS	ROMILA THAPAR	1	1966

A HISTORY OF MODERN TIMES FROM 1789	CALCUTTA OXFORD UNIVERSITY	C.D.M. KETELBEY	1	1929
KERALA AND FREEDOM STRUGGLE	D.C. BOOKS	A. SREEDHARA MENON	1	1997
THE FALL OF THE ROMAN EMPIRE	GOLD MEDAL BOOKS	HARRY WHITTINGTON	1	1964
BENITO MUSSOLINI THE RISE AND FALL OF IL DUCE	PENGUIN BOOKS	CHRISTOPHER HIBBERT	1	1962
THE AUTOBIOGRAPHY OF MAXIM GORKY	COLLIER BOOKS	MAXIM GORKY	1	1962
RECOVERY OF FAITH	HIND POCKET BOOKS	Dr. S. RADHAKRISHNAN	1	1955
VOLTAIRE	DELL PUBLISHING	EDMUND FULLER	1	1959

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

4.2.3

Does the institution have the following:

- 1. e-journals**
- 2. e-ShodhSindhu**
- 3. Shodhganga Membership**
- 4. e-books**
- 5. Databases**

Response: A. Any 4 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc.	View Document
Any additional information	View Document

4.2.4**Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)****Response:** 2.5

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
2.71320	2.22615	2.64574	0.88777	4.03787

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	View Document
Audited statements of accounts	View Document

4.2.5**Availability of remote access to e-resources of the library****Response:** Yes

File Description	Document
Details of remote access to e-resources of the library	View Document
Any additional information	View Document

4.2.6**Percentage per day usage of library by teachers and students****Response:** 4.57

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 100

File Description	Document
Details of library usage by teachers and students	View Document
Any additional information	View Document

4.3 IT Infrastructure

4.3.1

Institution frequently updates its IT facilities including Wi-Fi

Response:

The college has a facility of four computer centres with 110 computers and most of them have fibre optic 10MBPS internet connectivity and LAN facility. Computer labs provide printer and scanner facilities, to meet the requirements of the entire college community. Computer assistant helps the students and staff for availing these services. The computerized central Library is well equipped with five computers having internet connectivity. In addition, all the Departmental staff rooms are provided with computers including the internet facility, printers and scanners. For ICT enabled teaching, the institution provides Smart boards, LCD projectors, Over Head Projectors & computer facilities. Audio-Visual aids are also used in the teaching process. In addition, seminar halls are frequently used for the teaching/learning process. A Language lab is also provided by the institution.

Moreover, the College campus is Wi-Fi enabled. All class rooms, staff rooms, administrative office, library and computer labs are Wi-Fi enabled.

Facility	Description
Computer Labs	<p>Four computer labs: Two common and two departmental computer labs</p> <p>1) Common Computer Lab – I</p> <p>60 Desktop Computers with UPS facility, LAN, Internet Connectivity, Printer and Scanner</p> <p>2) Common Computer Lab – II</p> <p>40 Desktop Computers with UPS facility, LAN, Internet Connectivity, Printer and Scanner</p> <p>3) Commerce Computer Lab</p>

	<p>5 Desktop Computers with UPS facility, LAN, Internet Connectivity, Printer and Scanner</p> <p>4) Physics Computer Lab</p> <p>5 Desktop Computers with UPS facility, LAN, Internet Connectivity, Printer and Scanner</p> <p>Computer assistant is available to students and faculty.</p>
Staff rooms	<p>All Staff rooms (14) have Computers with internet connectivity, printer and scanner</p> <p>Computers in staffrooms is also available to students</p>
Smart class rooms	<p>Smart board – 7</p> <p>LCD Projector – 7</p> <p>Computers with internet connectivity – 7</p>
ICT enabled Classrooms	LCD Projectors – 8
Library	Library has five computers with internet connectivity
Ladies Hostel	Off the campus, the ladies hostels have computer facility with internet connectivity
Total number of computers	150
Total number of students	2106
Computer-student ratio	1:14
Number of computers with Internet facility	80
LAN facility	<p>Computers in computer lab and staff rooms have LAN facility</p> <p>Category 6 structured network</p> <p>Cat6 utp cables and 100/1000 speed gigabytes switches and ports configured with information outlets cat6</p>
Wi-Fi facility	<p>College campus is Wi-Fi enabled</p> <p>All class rooms, staff rooms, administrative office, library, computer lab are Wi-Fi enabled</p> <p>15 indoor access points & 1 outdoor access point</p> <p>AGG switch – 1</p> <p>POE Switch – 4</p>

<p>Cat 5 cable – 800m</p> <p>Data rate – Upto 450 Mbps</p> <p>Frequency band – 2.4GHZ</p> <p>Antenna – Integrated module high efficiency PIFA omni directional antenna</p>	
File Description	Document
Link for Additional Information	View Document

4.3.2

Student - Computer ratio

Response: 14.04

File Description	Document
Student - Computer ratio	View Document

4.3.3

Available bandwidth of internet connection in the Institution (Lease line)

Response: 5-20 MBPS

File Description	Document
Details of available bandwidth of internet connection in the Institution	View Document

4.3.4

Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

Response: No

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1

Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

Response: 17.91

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
26.18981	15.72302	11.61090	3.15091	2.46476

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	View Document
Audited statements of accounts.	View Document

4.4.2

There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Response:

In the college, there is a system of decentralized management with regard to upkeep and maintenance. Institution has a Planning Board and Buildings and Infrastructure Committee to take care of the maintenance and development of infrastructural facilities of the college. Library is looked after by the Library Committee comprised of Principal and senior faculty members drawn from Arts, Science and Commerce Departments. Whenever the funds are released from PD accounts, UGC funds, management funds or PTA funds, the College Council is convened and particulars regarding fund allocation are conveyed to all Heads of Departments and Council members. Library funds are allocated by considering the status of the departments, namely research, post graduate and under graduate departments. Heads of Departments are intimated by the Librarian about the requirement of journals and in response the Heads

of Departments put up request for journals and books annually.

The purchase and maintenance of lab equipments is done by the purchase committee with the approval of planning board. The regular accounts are maintained by the Head Accountant under the supervision of Superintendent and Principal.

The construction of sports complex is decentralized and the funds are utilized and maintained by the Department of Physical Education with support from Management and PTA.

The maintenance of computers is done with support from PTA, Management and UGC. Annual maintenance contract with the suppliers ensures the proper maintenance of the computers.

Director Boards are constituted for the proper functioning of the Cooperative Stores and Staff credit Bank of the college. Annual election is conducted or else when there is no election the executive committee members are nominated as per rules and regulations from among the teaching and non teaching staff.

File Description	Document
Link for Additional Information	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Response: 56.69

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1330	1088	1005	1071	1037

File Description

Document

Upload self attested letter with the list of students sanctioned scholarships

[View Document](#)

Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

[View Document](#)

5.1.2

Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 5.45

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
116	105	110	100	100

File Description	Document
Number of students benefited by scholarships and freeships besides government schemes in last 5 years	View Document

5.1.3**Number of capability enhancement and development schemes –****1.For competitive examinations****2.Career counselling****3.Soft skill development****4.Remedial coaching****5.Language lab****6.Bridge courses****7.Yoga and meditation****8.Personal Counselling****Response:** B. Any 6 of the above

File Description	Document
Details of capability enhancement and development schemes	View Document
Link to Institutional website	View Document

5.1.4**Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years****Response:** 14.09

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
150	150	500	318	239

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document

5.1.5

Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

Response: 2.66

5.1.5.1 Number of students attending VET year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
52	45	52	53	56

File Description	Document
Details of the students benefited by VET	View Document

5.1.6

The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

Response: Yes

File Description	Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View Document
Details of student grievances including sexual harassment and ragging cases	View Document

5.2 Student Progression

5.2.1

Average percentage of placement of outgoing students during the last five years

Response: 5.39

5.2.1.1 Number of outgoing students placed year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
10	20	37	46	50

File Description	Document
Details of student placement during the last five years	View Document
Any additional information	View Document

5.2.2

Percentage of student progression to higher education (previous graduating batch)

Response: 34.42

5.2.2.1 Number of outgoing students progressing to higher education

Response: 222

File Description	Document
Upload supporting data for student/alumni	View Document
Details of student progression to higher education	View Document

5.2.3

Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 17.56

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) year wise during last five years

2016-17	2015-16	2014-15	2013-14	2012-13
28	34	31	67	27

5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
260	280	200	200	170

File Description	Document
Upload supporting data for the same	View Document
Number of students qualifying in state/ national/ international level examinations during the last five years	View Document

5.3 Student Participation and Activities

5.3.1

Number of awards/medals for outstanding performance in sports/cultural activities at national / international level (award for a team event should be counted as one) during the last five years.

Response: 20

5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
10	1	5	2	2

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	View Document
e-copies of award letters and certificates	View Document

5.3.2

Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

Every academic year, immediately after the U G /PG admission is over, the general election for the formation of the student union is held in the month of September or October. This election takes place in the college as per the general orders issued by Kannur University. Each year one department is delegated the responsibility of the conduct of the election as per Lyndoh Committee recommendations issued by the Government of India. In all, there are 9 major seats: Chairman, Vice Chairman, General Secretary, Joint Secretary, Two Councillors to the University Union, Fine Arts Secretary, Student Editor of the College Magazine, General Captain (Sports and Games), and Association Secretaries of all twelve departments, representatives of I DC, II D C, III DC and PG students. All the student activities, cultural, co curricular and sports and games are directly or indirectly organised and executed under the leadership of the college union that functions with three staff advisors: Staff Advisor(General), Fine Arts Advisor and Staff Editor. All student activities held on the campus are pre planned in the presence of the college Principal, who is the ex officio president of the College Union. The major activities of the College Union are the conduct of the Union Inauguration, which marks the formal beginning of all activities of all the 121 department level Associations. The College Union conducts the annual Fine Arts Fest for both stage and off stage items and it is from this Fest that the cream of the college talent is discovered and selected to represent the college at the Kannur University Intercollegiate Union Arts Fest which is held at a central location outside the college campus decided upon by the University Union. Another major activity of the College Union is the consolidation of the best creative works of the students and publication of the same in the annually released college magazine. Besides these the College Union hosts government sponsored or University sponsored special programmes with special invitees and guests for women empowerment of cultural enrichment. All the 12 Associations host at least three department events under the leadership of the Association Secretaries. All these proactively controlled and monitored by the elected student representatives with support and guidance from the respective departmental faculty members. All sports and games related activities are coordinated by the General Captain with ample support from the faculty of Physical Education. There are student nominees in the Anti Ragging Committee, Anti Ragging Squad, Discipline Committee (special invitees) and Anti Women Harassment Cell.

File Description	Document
Link for Additional Information	View Document

5.3.3

Average number of sports and cultural activities/ competitions organised at the institution level per year

Response: 10.8

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
12	15	8	8	11

File Description	Document
Report of the event	View Document
Number of sports and cultural activities / competitions organised per year	View Document

5.4 Alumni Engagement

5.4.1

The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

The college has one major overall alumni S N Mates, which is registered at the office of the Registrar, Kannur and in addition to this there are about 10 department level and Gulf based alumni which are not officially registered. As on date S N Mates is the only registered alumni and it is very proactive in conducting an annual Alumni meet on 26th January every year, except for one year's break in the span of the last five years. This alumni association supports the college by contributing a substantial sum of money as student scholarship and besides this the well to do members individually contributes a lump sum for the conduct of the annual Management Fest. Right now this alumni chapter has initiated a fund raising mission by contributing towards the setting up of a permanent generator on the college campus to ensure uninterrupted power supply. They also encourage and support the college in the conduct of the biannual Haridas Govardandas Khimji Memorial lecture in honour of the philanthropist who generously contributed about 30 acres of land to the college. A corpus fund is generated every year with their goodwill by deducting a sum of rupees one hundred from the caution deposit that is refunded to the

outgoing students after the completion of the UG and PG programmes. This corpus fund is credited to an SB account (Account No. 174) maintained with the Sree Narayana Cooperative Credit Society.

The department alumni chapters of Economics, Physics, Chemistry, Botany, Mathematics, Commerce and English are very active and supportive in granting scholarships, endowments and boosting the overall morale of the institution by hosting several programmes and making several contributions, monetary and non monetary. The alumni chapter of Abu Dhabi has been regularly and consistently contributing an annual scholarship to 10 of our students on the basis of criterion of means cum merit and this process is done in an institutionalised way through the Principal and a nodal faculty member. The Commerce alumni chapter, 1979-84 Commerce Batch Mates Forum has been conducting alumni get together in the college seminar hall for the disbursement of Manoj Memorial Endowment of rupees ten thousand. As of now, the college is going to complete the construction of the UGC funded indoor stadium on the campus. As the funds released by the UGC have to be supplemented with monetary resources for the completion of the work the college alumni chapters have come forward with a proposal to raise funds from the Gulf countries like Dubai and Abu Dhabi. The alumni chapter of the department of botany has come forward with a proposal to set up a green house on the campus. As the college is the oldest Institution with 57 years reputation in kannur area it has a very widely spread spectrum of alumni who directly or indirectly support the institution by good will and moral support.

File Description	Document
Link for Additional Information	View Document

5.4.2

Alumni contribution during the last five years(INR in Lakhs)

Response: ? 5 Lakhs

File Description	Document
Alumni association audited statements	View Document

5.4.3

Number of Alumni Association / Chapters meetings held during the last five years

Response: 22

5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
5	3	7	4	3

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years.	View Document
Report of the event	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Response:

VISION: ENLIGHTENMENT THROUGH EDUCATION; STRENGTH THROUGH ORGANISATION

MISSION:

1. To attain the noble notion of equality based on human dignity and thus practice the ideal “Enlightenment through Education”, of the great sage seer and philosopher Sree Narayana Guru, after whom the college is christened.
2. To continuously involve in the process of removing the disparities based on race, religion and caste through greater participation of the minorities and the backward in the mainstream of formal education as propounded by Sree Narayana Guru
3. To act as the nucleus centre for higher education in the District of Kannur and thus share the efforts of the State towards removing the social, economic and cultural backwardness of the home District.
4. To remove the social inequalities among people and to uplift the economically and social downtrodden, by providing them the facility of higher education.
5. To transform the students into knowledgeable, competent and socially committed and honest citizens of the motherland by inculcating the spirit of scientific temper and analytical thinking which enable them to take up the challenges of life
6. To provide competitive and quality education and to inspire scholastic and aesthetic talents of the students for empowering them to seek gainful employment.
7. To realize and honour human values, justice and universal brotherhood and thus provide value based education for the mental advancement of the students.
8. To provide a healthy and peaceful atmosphere for achieving maximum output in the fields of learning, teaching, research and extension.

The College is managed by Sree Narayana Trusts, Kerala and the Manager of the Sree Narayana Trusts is Sri. Vellappally Natesan. All the permanent appointments of teaching/non-teaching staff are made by The Manager. The Manager is continually in contact with the college Principal, who is the head of the institution. The Principal takes all crucial decisions regarding academic, non-academic and administrative matters by taking the college council into confidence at every stage. The College

Council is comprised of all the HODs, two elected staff representatives, NCC officers and the Librarian. The College Council is the statutory governing body of the college and there are other bodies to execute the council's decisions. The college has a very proactive PTA which productively and effectively executes various programmes and projects for the general welfare of the students. All academic activities come under the Jurisdiction of Kannur University. All the examinations are conducted under the supervision of the Principal and the additional Chief Superintendent. The Principal has an office to assist in all matters related to college. The college office is headed by the Superintendent and all financial matters are managed by the Head Accountant.

Perspective Plan:

1. Library relocation to new library block
2. Setting up of new computer lab
3. Construction of an indoor stadium
4. State of the art football turf with support from Sports Authority of India
5. Reconstruction of language block to accommodate PG classes and research labs
6. To introduce Sree Narayana Study Centre
7. Every department has plan to introduce certificate programmes with internal resources

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.1.2

The institution practices decentralization and participative management

Response:

The college has an overall system of decentralization and participative management with regard to academic matters and student support programmes. The case study of practicing decentralization and participative management presented here is about the liberal manner of disbursement of financial aid and scholarships and endowment. It is obtained from departmental statistics that nearly about 75% to 80% of the students come from financially backward families. As this is the case, the college principal's office has a special staff on duty to administer various kinds of financial support programmes and scholarships. Since it is very difficult for the principal and the college council and the HODs to identify the deserving and needy students by holding on to the yardstick of merit cum means to decide upon the distribution of scholarships under the government category and the non government category, the public address system is used in an effective way to activate all the departmental tutors to identify the poor and needy students who are also meritorious for the periodic distribution of scholarships. The office staff who takes care of the uploading of scholarships data of students is given all responsibility to circulate on a timely basis. All notifications regarding scholarships and financial support are informed through the channels of

decentralized communications and effective management of information. Besides the office staff, there is a nodal faculty member, Dr. B. S. Prasad of the Dept. of Zoology, who manages all data and documents to be communicated to the Dept. HODs, tutors/mentors who will then nominate the deserving students and recommend their names from time to time. The process of scholarship distribution is not a onetime process. Different scholarships and support programmes are declared and released at different intervals. So the nodal officer maintains an exclusive notice board for putting up circulars and notices for the information of the students. This is in addition to the public address system linked with speaker boxes in almost all the class rooms of UG and PG students, departments and rooms of HODs.

The process becomes more participative and decentralized when all the departments contribute their own financial support and scholarships funded by the department level alumnae, who meets once in a year for the distribution of financial aid. The departments of Commerce, Physics, Mathematics, Economics, English, Botany and Chemistry have their own department level financial support system to identify and promote the students from the financially weaker category. Besides all these, the college PTA disburses annual financial support to the students. Again there are financial aids given by college Co-operative credit society and college registered alumnae. This is a process where there is a participative management of the teaching faculty, the alumnae, the non teaching staff and the government. Students are attracted to join the college in large numbers mainly because of the opportunities they get to finish their higher studies in a comfortable way with very little financial burden.

File Description	Document
Link for Additional Information	View Document

6.2 Strategy Development and Deployment

6.2.1

Perspective/Strategic plan and Deployment documents are available in the institution

Response:

Strategic Plan:

After the first cycle of NAAC accreditation, the College Council, the IQAC and Management closely examined the major weaknesses of the college pointed out by the Peer Team in its report and found out that the two major requirements of the college are a spacious building to house the library and a hall to install sufficient number of computers to better the student computer ratio.

1. The construction of a Jubilee building with a well-equipped library and computer lab. As of now this work is nearing completion.
2. Plan for an indoor stadium to assist sports students in different items. As of now this work is nearing completion.

3. A state of the art football turf is also being planned to address the problems for training the students in football.

4. Another basic amenity needed by the entire student community is that of a toilet complex. A part of this has been successfully completed.

Example of activity successfully implemented based on the strategic plan:

In order to enhance the infrastructural facilities of the college, the Management has planned the construction of a three storey building that will address the most urgent needs of this institution. Since this plan and the construction got implemented during the golden jubilee year of the college, we have aptly named it the 'Jubilee Building'.

Two essential requirements of this institution are a full-fledged library and a well-equipped computer lab. The new library and lab ought to meet the standards set up by the previous NAAC committee. It must also cater to the needs of the 2100 students' academic needs which are increasing because of the semester programmes, the semester exams and the online internal marks entry procedure. In order to overcome the disadvantage of a small reading room that is being used now, an entire floor of the Jubilee building will be reserved for the reading room. The present plan is to maintain the library on the ground floor. The library will cover an area of 1920 m². The reading room and reference section will function on the first floor, covering a space of 1920 m² and the computer lab on the second floor.

The library will be equipped with 10 computers, through which students and teachers would have access to Inlibnet and other digital resources. Through the digitalized format, students will also have access to video lectures.

File Description	Document
Strategic Plan and deployment documents on the website	View Document
Link for Additional Information	View Document

6.2.2

Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

College is managed by Sree Narayana Trusts, Kerala and the Manager of the Sree Narayana

Trusts is Sri. Vellappally Natesan. All the permanent appointments of teaching/non-teaching staff are made by the Manager. The Manager is continually in contact with the college Principal, who is the head of the institution. The Principal takes all crucial decisions regarding academic, non-academic and administrative matters by taking the college council in to confidence at every stage. The College Council is comprised of all the HODs, two staff representatives, NCC officers and Librarian. The College Council is the statutory governing body of the college and there are other bodies to execute the Council's decisions: Anti Ragging Committee, Internal Grievance Redressal Committee, Anti Women's Harassment Cell, Discipline Committee, IQAC cell, UGC Advisory Committee, Student Counselling Cell, Building and Infrastructure Committee, Tutorial Committee, Research Promotion Cell, Website Committee, Women's Studies Cell, Human Rights Awareness Forum, Library Advisory Committee, Committee for Remedial Coaching, Planning Board, Purchase Committee. In addition to these committees, there are clubs for promotion and furtherance of co-curricular/extracurricular activities: Fine Arts Club, Film Club, Nature Club, Health Club, Tourism Club, Entrepreneurship Development Club, Sree Narayana Value Education Centre. There are officers on special charges for scholarships, admissions, AISHE, online PF matters, Student Support Programme, Walk With Scholar programme, Additional Skill Acquisition Programme, Diploma course in Computer Applications, IGNOU and School of Distance Education of Kannur University. Besides these, there are very vibrant NCC and NSS units comprised of both men and women students that carry on with all extension and outreach activities. The department of physical education proactively takes care of all sports and games activities and ensures high level of success in the university and states as well. The college has a very proactive PTA which productively and effectively executes various programmes and projects for the welfare of the students. The PTA functions in all the departments as a stake holder body to assist the teaching faculty in monitoring student support and progression by means of frequent and regular class PTA meetings. All academic activities come under the jurisdiction of Kannur University. All the examinations are conducted under the supervision of the Principal and the Additional Chief Superintendent. The principal has an office to assist in all matters related to academics, fee collection, admission, disbursement of salary, preparation and maintenance of student/staff data, disbursement of scholarships, conduct of examinations and maintenance of liaison with the government office of the Deputy Director of Collegiate Education based at Kozhikode. The college office is headed by the Superintendent and all financial matters are managed by the Head accountant.

Every department also has its own micro alumni that independently meets at least once in a year, and they add to the process of student support and departmental progression. The major registered alumni; SN Mates meets every year and registers their presence on the campus by sponsoring various kinds of scholarships for the students.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.2.3

Implementation of e-governance in areas of operation

- 1.Planning and Development**
- 2.Administration**
- 3.Finance and Accounts**
- 4.Student Admission and Support**
- 5.Examination**

Response: B. Any 4 of the above

File Description	Document
Screen shots of user interfaces	View Document
ERP Document	View Document
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	View Document

6.2.4**Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions****Response:**

The five major decision making bodies of the college namely the College Council, the Library Advisory Committee, Building and Infrastructure Committee, Planning Board and the IQAC have been deliberating and convening various meetings in the several months since this academic year began in June 2017, to shift the library from its present location to a new building with all support facilities necessary for a modern state of the art library. The insufficiency of the physical facilities in the college library was sharply pointed out by the peer team of the previous cycle of NAAC accreditation. This matter was minuted at the meetings of the College Council, the Library Advisory Committee, Building and Infrastructure Committee, Planning committee and the IQAC. On the basis of the decisions arrived at by these committees at various meetings, the staff were conscious of the urgency and significance of putting up a separate building to house the library and the computer lab. The Principal and the senior faculty members decided to meet and apprise the local management and also the Manager of Sree Narayana Colleges, whose office is located at Kollam. The Manager as well as the Manager's deputy were made aware of the high urgency and requirement of the college: a well furnished library and a well equipped computer lab for facilitating ICT oriented learning process. The IQAC and the College Council invited three of the college management representatives from the office of the Sree Narayana Trusts, Kollam. The manager and the Trust engineer examined the physical facilities available and decided to build two storeys over the already constructed single storey Golden Jubilee Building. The construction work is now almost completed. And now all the committees are actively involved in the work of shifting all the books, shelves and cup boards to the new building. It is a Herculean task taken up by all the committees by joining hands with college management. The Management has given assurance that the library will be shifted and 60 computers will also be installed in the new computer lab by the end of the academic year 2018 in a time bound manner. The members of all the above five committees have

confidence and self assurance that this land mark venture in the augmentation of infrastructural facility will be achieved at the earliest.

File Description	Document
Link for Additional Information	View Document

6.3 Faculty Empowerment Strategies

6.3.1

The institution has effective welfare measures for teaching and non-teaching staff

Response:

The college has undertaken a few welfare measures with a view to supporting the teaching/non-teaching staff in both the general functioning of the college as well as in solving personal issues. Since it is an aided college all government incentives like house rent allowance, DA, Interim Relief, Festival Allowance and Advance, Medical reimbursement and regular salary increments are enjoyed by the staff. Sree Narayana College Staff Co-Operative Credit Society Ltd No. C.1614 functions in the college to give financial support in the form of loans and other services for all the teaching and non teaching staff members registered with the society. The bank was registered as a functioning unit on 24-10-2002 as an Employees Credit Society under Rule 15-1A (3) (b). The bank's main activities are to receive deposits and to lend loans. Both fixed and saving deposits are possible. By providing facilities for loans of 4 kinds, 1) medium term loans 2) long term loans up to 5 lakhs on guarantee of salary certificate, the society tries to assist its members at times of financial stringency.

As per the audit certificate of the period 2016-2017, the society has 79 members (Teaching staff-64 and non-teaching staff-15). During this period, the bank has been holding a share capital of Rs. 1,59,350. Its outstanding deposits amount to Rs. 88,42,414. The outstanding loans amount to Rs. 79,20,147. The bank is the resource for all financial transactions whenever there are marriage functions of the members. In the same way, its resources are used at the time of annual retirement functions. Through the bank, the college was able to collect an amount of 5 lakhs and hand over to the family of Late. Sandeep, Assistant Prof., Dept.of BBM, after his tragic demise in the year 2016. The society is managed by a Board of Directors, comprising 7 members. Dr. Sivadasan T., the Principal is the President of this Board. The bank also maintains a customer-friendly approach through a practice done annually- every year-end, the profit is utilized to present a compliment as share dividend to the individual members of the bank.

The college also runs a co-operative store that is useful for students and staff. It provides stationery and other provisions. A subsidized photocopying facility in the store is an important feature. The College Canteen functions through the weekdays, providing breakfast, meals and tea to the college community. Food is provided to staff and students at subsidized rates. Like the store, it is the most-visited spot in the campus.

File Description	Document
Link for Additional Information	View Document

6.3.2

Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 3.41

6.3.2.1 Number of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
3	4	3	2	2

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc. during the last five years	View Document
Any additional information	View Document

6.3.3

Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 1

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	1	1	1	1

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	View Document

6.3.4

Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

Response: 12.68

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
10	14	12	10	6

File Description	Document
IQAC report summary	View Document
Details of teachers attending professional development programs during the last five years	View Document

6.3.5

Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

The College follows the PBAS system (Performance Based Appraisal System) approved by UGC. Accordingly, the Assistant Professors submit their self-assessment proforma to a screening committee comprised of the Principal of the College, the Head of the Department, and two subject experts appointed by the Vice-Chancellor. The PBAS proforma is submitted every year by the candidate to the IQAC. At the time due for promotion, the IQAC submits it to the Managing Trust, who forwards it to the University. The Screening Committee is in charge of determining the candidate's eligibility for Associate Professor Grade. The same procedure is to be done at the time of promotion from Associate Professor to Professor Grade. Now, it is the selection committee that determines the candidate's eligibility for up gradation. Apart from this, student's feedback taken every year is collected by the IQAC. This report is also used as a performance appraisal method.

File Description	Document
Any additional information	View Document

6.4 Financial Management and Resource Mobilization

6.4.1

Institution conducts internal and external financial audits regularly

Response:

The Accounts General (AG) audits are being done on a regular basis. The Deputy Directorate of College Education conducts audits to examine the fee collection, PD account, service matters, salary, pension and other matters. Internal audit is done by the Managing Trust, annually, to analyze the utilization of trust funds. The accounts of PTA are annually audited by a Chartered Accountant externally. The co-operative department audits the accounts of co-operative society and student co-operative store as per regulations.

6.4.2

Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)

Response: 5.1

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
1.95	0.65	2.5	0	0

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	View Document
Annual statements of accounts	View Document

6.4.3

Institutional strategies for mobilisation of funds and the optimal utilisation of resources**Response:**

The college PTA collects funds in the form of donation at the time of admission. This is utilized effectively to improve the infrastructural facilities of the college, to promote academic and cultural activities of the students and for overall maintenance on the college campus as and when required. The utilization of PTA funds is audited by Chartered Accountant, providing transparency and effectiveness. The P & D funds are used for providing the library with new books and the science labs with necessary lab equipment. The management grant is used as a resource for infrastructural maintenance in the college. The college is the centre for the IGNOU classes/examinations and Calicut University Distance Education examinations. Funds are generated from the exam fees in these centres and used for the various academic/co-curricular/maintenance requirements when needed

6.5 Internal Quality Assurance System**6.5.1****Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes****Response:**

I. In the academic field, a number of quality assurance approaches are being practiced by the college.

- 1) The college regularly conducts an annual model exam for every batch, strictly on the University examination pattern. The complete syllabus and the marks are as in the University exam. The results function as an immediate feedback on the performance level of both students and teachers.
- 2) It is under the IQAC's auspices that staff meetings are held to discuss model exam/university exam results. This engenders discussion on the failures/success and provides guidance on how to go forward.
- 3) Soon after the first year students' classes begin, an Orientation Class is held for the entire new students' community along with the parents. They are advised and informed on the college system-rules and regulations-so that there is no communication gap between the authorities and the students.
- 4) Throughout the year, a Discipline Committee functions to ensure a calm atmosphere. Members of the committee take turns to monitor the students both with regard to their behaviour on the campus and their punctual attendance in the class. A number of other academic and non-academic oriented committees have been allotted duties to keep the campus full of healthy activities.

II. The paramount objective of these quality assurance measures is to ensure maximum benefit to the student community in general.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.5.2

The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms

Response:

The IQAC is in charge of conducting semester-wise reviews of the results of all batches and providing an assessment of the academic outcomes in the departments. Student feedback is done periodically to assess the teaching process. This mobilizes the faculty and students to be more experimental and result-oriented in their teaching-learning activities. The college council is in full charge of instructing the teacher-student community in the day to day affairs of the college. The decisions taken in this connection are reviewed by the IQAC, thereby ensuring a constructive aspect to the activities.

File Description	Document
Link for Additional Information	View Document

6.5.3

Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 10.8

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
17	18	7	8	4

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	View Document
IQAC link	View Document

6.5.4

Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements**
- 2.Academic Administrative Audit (AAA) and initiation of follow up action**
- 3.Participation in NIRF**
- 4.ISO Certification**
- 5.NBA or any other quality audit**

Response: C. Any 2 of the above

File Description	Document
Details of Quality assurance initiatives of the institution	View Document
Any additional information	View Document
Annual reports of institution	View Document

6.5.5**Incremental improvements made during the preceding five years (*in case of first cycle*)****Post accreditation quality initiatives (*second and subsequent cycles*)****Response:**

The academic results of the college are maintained fairly above the University average. The college has seen considerable improvement in the results: the number of A/A+ grades has been more in number. More students with good results have been getting admitted to prestigious PG departments in several parts of India. Tutorial system in the college is also made effective with the participation of almost all faculty members. The IQAC also promotes all departments to host curricular and co-curricular programmes at regular intervals.

The IQAC gives suggestions/directions to PTA and prompts them to improve upon the physical facilities through the Principal and PTA Secretary. During the post-accreditation period, the college has succeeded in building up a new spacious and reader-friendly library in new premises. During the same period, the computer lab has been strengthened with many computers and a larger, student-friendly lab. IQAC promotes research culture by encouraging teachers to publish papers and attend seminars. During this period, research activities have increased and they have improved in quality. Members of the faculty

have become research guides with a view to enhancing the quality of the research work.

E-governance has become part and parcel of a number of administrative activities. Online admission for U G programmes is now effectively done. Registering for scholarships is in the digital format. The salary bill and such other transactions are done online by SPARK. Internal assessment marks entry is done online.

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Number of gender equity promotion programs organized by the institution during the last five years

Response: 5

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	1	1	1	1

File Description

Document

List of gender equity promotion programs organized by the institution

[View Document](#)

7.1.2

1. Institution shows gender sensitivity in providing facilities such as:

1. Safety and Security

2. Counselling

3. Common Room

Response:

1. Safety and security:

There is a code of conduct in the institution that clearly defines the behavioural norms for boys and girls. There is strict disciplinary action against those violating the code of conduct. Girls can report all instances of discrimination without fear. Every complaint reported, verbal or written is investigated promptly by the Anti-Harassment Committee to take appropriate action. To take care of women staff and student's security, the following provisions are arranged within the college premises.

1. CCTV Cameras at vital places
2. Women's studies and welfare committees

3. Human rights awareness forum
4. Patrolling squad in and around the campus
5. Women helpline numbers displayed at various places on campus
6. Complaints and grievance redressal cell
7. Separate and secure common rest room for girls and also for women sports persons
8. Safe and clean hostel facility is provided for women students.

1. Counselling:

At the time of orientation class, girls are made aware of their rights and available facilities, so that they can resort to grievance redressal if at all need arises. There is also sensitization of boys through training sessions. Women's cell organizes counselling programme to facilitate academic, emotional, social and cognitive development of the students and hence to empower them in their learning and personal development. The cell arranges awareness programmes related to health and hygiene, safety and security. The college has a Counselling Room to give special care to those who need guidance.

1. Common Space and Domain for various activities:

In the classroom as well as in institution there exists democratic values and freedom among both boys and girls. Institution insists on giving equal emphasis and offering space for participation in every activity. The following things are practiced:

- 1) Making the class an interactive session where men and women have informal group discussions.
- 2) Giving students regular small group projects. This helps to develop critical thinking, creativity and scientific temper.
- 3) Sports and games provide ample space and opportunity for women students to excel physically and prove their talents.
- 4) Fairs, seminars and cultural festivals are organized. Sessions for expression of thoughts are made possible so that women students come to know each other in better ways. There is no segregation of space on campus between women and men.

7.1.3

Alternate Energy initiatives such as:

1. Percentage of annual power requirement of the Institution met by the renewable energy sources

Response: 0.83

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

Response: 375

7.1.3.2 Total annual power requirement (in KWH)

Response: 45200

File Description**Document**

Details of power requirement of the Institution met by renewable energy sources

[View Document](#)**7.1.4****Percentage of annual lighting power requirements met through LED bulbs****Response:** 90.08

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 2061

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 2288

File Description**Document**

Details of lighting power requirements met through LED bulbs

[View Document](#)**7.1.5****Waste Management steps including:**

- **Solid waste management**
- **Liquid waste management**
- **E-waste management**

Response:**Solid waste management**

To ensure a smoke free campus, the system of restricted entry of motor vehicles inside the campus is maintained. A specified vehicle parking area is provided. Instead of paper, optimal use of electronic media is also encouraged. Available technology that can co-generate biomass energy from our organic waste is being reviewed. An incinerator has been installed on the campus for solid waste removal. The College has installed sanitary pad dispensers in the ladies' washroom. Apart from this we have segregation of plastic waste and bio waste prior to waste disposal. Bio waste is used for compost. All class rooms, staff rooms, offices, library and laboratories are provided with dustbins for effective garbage disposal all around the campus.

Liquid Waste management

The college has drainage system and leech pits where ever necessary. There are wash areas for students. the waste water from all these 5 areas flow out to keep the trees watered. The chemical waste from laboratories is disposed off with proper conduit pipes and drainage without causing any damage or harm to the greenery and vegetation. The waste water from the canteen is disposed off into a leech pit.

E-waste management

A committee was constituted to report the working conditions of all electronic devices and also give a detailed report of non- repairable items with manufacturing date, year of purchase and present status. On the basis of this report, all the antiquated electronic equipment has been renovated. Upkeep and maintenance of various equipment are taken care of by a professional electrician and technician. Defunct and defective equipment are being repaired and collected. E-wastes (computers, UPS, batteries, printers etc.) are systematically recorded in register and are sent to scrap dealers for safe disposal.

7.1.6

Rain water harvesting structures and utilization in the campus

Response:

The institutional strategy in rain water harvesting and sustainable water management is the collective use and storage of surface and ground water through reservoirs and deep bore wells to achieve more efficiency in water usage and alleviate degradation of water. Buildings in the college are provided with rain water harvesting in a decentralized manner. There are reservoirs for water harvesting. Water pipes and taps are regularly checked to avoid leakage and misuse of water. The practice of tree plantation on the campus further enhances the scope of ensuring that there is recharge of ground water and prevention of excess water flow during the monsoon season. The College also takes serious efforts to recharge the ground water by channelizing water flow to pits

7.1.7

Green Practices

- **Students, staff using**
 - a) **Bicycles**
 - b) **Public Transport**
 - c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

Response:

The location of the institution which is devoid of overcrowded city disturbances enthralls people to be eco friendly. The conscious involvement of all stake holders facilitates this process and develops awareness about crucial role played by social change in contributing towards national development. The institution spreads awareness in the community around the college regarding sustainable environment through street plays, rallies, talks, group discussions etc. in connection with important day celebrations like Ozone day, Wet Land day. Environmental day, Science Day in collaboration with KSCSTE.

There is a green audit committee under the chairmanship of the Principal, NCC and NSS programme officers and volunteers to conduct environmental audit of the campus. It includes solid waste and recycling, natural gas use, water purity and waste water treatment, air quality, food services and all other initiatives to make the campus eco-friendly. IQAC reviews environment related initiatives that are implemented and it also formulates action plan for better environmental sensitization. Tree plantation programmes as well as audit of these plants are undertaken towards the end of academic year. Biodiversity of plants is observed by the Botany department and scientific information about this is displayed on the campus. All stake holders are encouraged to plant and properly maintain the potted plants and saplings in the college garden to create an aesthetic ambience. NSS in collaboration with agriculture department are cultivate vegetables and harvest organically grown vegetables are sold to staff and students.

Swachh Bharat Abhiyan is implemented on the campus. An anti plastic drive was carried out by NSS; they were instrumental in distributing paper and cloth bags to the general public. The campus follows the slogan "Reduce, Recycle and Reuse" materials. Only steel tumblers, vessels, banana leaves are used to serve food on the campus. The students of the Department of English have initiated a project called Green English to ensure the elimination of plastic from the campus. Water tanks are cleaned regularly by the College support staff.

There is also a monitoring of electricity consumption. There are faculty and student led initiatives to save electricity by conducting an energy audit and to develop a policy for reducing electricity consumption and ensure energy conservation. Air conditioning systems on campus use environment benign refrigerants. Contributions from the Nature club and the Eco-club are commendable in this aspect.

In order to minimize electricity consumption, incandescent and CFL lamps are being replaced in a phased manner by LED bulbs and tube lights. These were assembled by the B.Sc Physics core students as a part of skill development programme. This reduces carbon dioxide emission and reduces environmental pollution to a great extent. CRT monitor computers have been replaced by LED monitors to save energy.

7.1.8

Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

Response: 1.15

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-

wise during the last five years(INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
.65	.62	.49	.42	.34

File Description	Document
Green audit report	View Document
Details of expenditure on green initiatives and waste management during the last five years	View Document

7.1.9

Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

Response: C. At least 4 of the above

File Description	Document
Resources available in the institution for Divyangjan	View Document
link to photos and videos of facilities for Divyangjan	View Document

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

Response: 17

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
4	4	2	2	5

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	View Document

7.1.11

Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

Response: 15

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
3	3	3	3	3

File Description	Document
Details of initiatives taken to engage with local community during the last five years	View Document

7.1.12

Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal / Officials and support staff

Response: No

File Description	Document
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	View Document

7.1.13

Display of core values in the institution and on its website

Response: No

File Description	Document
Provide URL of website that displays core values	View Document

7.1.14

The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations

Response: Yes

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	View Document

7.1.15

The institution offers a course on Human Values and professional ethics

Response: Yes

File Description	Document
Provide link to Courses on Human Values and professional ethics on Institutional website	View Document

7.1.16

The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions

Response: Yes

File Description	Document
Provide URL of supporting documents to prove institution functions as per professional code	View Document

7.1.17

Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

Response: 14

File Description	Document
List of activities conducted for promotion of universal values	View Document

7.1.18**Institution organizes national festivals and birth / death anniversaries of the great Indian personalities****Response:**

National festivals like Vijayadashami, Christmas, New Year, Gandhi jayanthi, Swami Vivekananda Jayanthi, Dr S Radhakrishnan's birth anniversary, Sree Narayana Gurus birth and death anniversaries, are the major festivals and anniversaries observed and celebrated in the college. As Swami Vivekananda's birth anniversary is celebrated as National Youth Day (Jan 12) it is observed with a lot of activities by NCC. Dr S Radhakrishnan's birth anniversary falls on 05 September, which is celebrated as teachers' day in the whole country. Students visit the Principal and the departments and present gifts and souvenirs to teachers on that day. Gandhi Jayanthi is now Swachtha Week. It is observed with much dedication and hard work by cleaning up the campus, nearby hospital premises, old age homes and other public places. NCC day falls on the last Sunday of November which is celebrated with grandeur by the cadets. Holi is celebrated by the students with much fanfare. Christmas and New Year celebrations are held before the college closes and reopens after the ten day December vacation, respectively. On the occasion of Sree Narayana Guru Jayanthi and Samadhi, thousands of local people throng the college for pooja, bhajans and community lunch provided thereafter. Last year close to two thousand people visited the college on that day. This exemplifies the ideals of Guru regarding interreligious harmony.

7.1.19**The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions****Response:**

The robust Finance and Audit committee is entrusted with continuous improvement of the financial soundness of the institution. Implicit in the function of the finance and audit committee is review of the internal and external audits and ensuring regulatory compliance with matters materially impacting institutional operations. Budgetary and operational integrity is ensured through the annual audit, conducted by external auditors. The institution continues its pursuit of reducing expenses wherever possible while still maintaining critical functions in support of the student progression. As described in the bylaws, the committee fosters a culture of excellence, service, and high ethical standards in management.

Faculty and staff appointments are conducted in an ethical manner and in accordance with university regulations. The equal Opportunity Policy expresses the institution's commitment to recruitment and hiring without regard to race, colour, religion, sex and age. There are effective and transparent mechanisms to determine remunerations at all levels. All harassment and related complaints are handled through a consistent process. There are clear procedures for handling internal grievances and for managing conflicts of interest. Admissions requirements are clearly articulated for prospective students on the web site and academic matters are provided through the college calendar.

An enlightened and competent governance system encourages faculty to engage in external research to stay abreast of new developments to bring external knowledge into the classroom. It motivates alumni to contribute generously and allocates funds and facilities for the development of the institution.

The proceedings of IQAC are conducted in as open a manner as possible and information is restricted only when the wider interest of the institution or the public interest are at stake. The Principal ensures the establishment and monitoring of effective and efficient systems of control and accountability including financial and operational controls and risk assessment. The institution's annual report and audited financial statements are made available to the P.T.A. The institution operates with integrity and probity in its financial, academic, personnel and auxiliary functions. It establishes and follows policies and processes for fair and ethical behaviour on the part of its governing board, administration, faculty, and staff.

File Description	Document
Any additional information	View Document

7.2 Best Practices

7.2.1

Describe at least two institutional best practices (as per NAAC Format)

Response:

This is only a brief summary of the two best practices.

The two best practices are uploaded as per the SSR prescribed format.

The two best practices are uploaded separately because the box can hold only a maximum of 500 words.

Summary of Best Practice 1:

The institution introduces a healthy rigor into the curriculum by developing thinking and problem solving skills through integration, active learning and a vital and vibrant ambience. The Institution has a variety of programmes to address barriers to learning and teaching. Every step is taken to prevent student drop out by building rapport with them. Besides the mandatory fee concessions for students of special categories, 100% fee waiver scheme is given for the students of economically backward category. IQAC in consultation with expert faculty prepares academic calendar for proper implementation of general teaching-learning on campus. This body contributes to the effective and successful conduct of orientation programmes for freshers, series lectures, internal as well as external examinations, evaluation of university examination results and remedial actions. All this is done keeping in mind the needs of the industry, employability, social interactive skills and a general uplift of the standards of life.

Summary of Best Practice 2:

Involvement in Sports and games, inter-collegiate competitions, NCC, NSS, ASAP, WWS and twenty-odd clubs that function very effectively have brought a large number of laurels to the institution. The fact that gender empowerment cannot be achieved merely by class room teaching-learning activities and assessment practices in higher education have been proven beyond doubt. The strict guidelines on female proportion, gender specific events in various sports and games championships and many extra-curricular activities have been impediments for including girls in large numbers. Gender sensitization among various stake holders like teachers, parents and the community outside is a conspicuous outcome of this relentless pursuit of such activities beyond class room curriculum. With limited infrastructural resources and amenities on the campus, the workshops, field work and study tours hosted have created awareness for gender justice.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

7.3 Institutional Distinctiveness**7.3.1**

Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

The institution abides by the principle that the life of the academic community comprising students and

teachers must at all times have a close link to the immediate society around it. It engages in interdisciplinary studies and research, interactive learning and student participation marking a sharp departure from the legacy of bookish and rote learning. The institution aims at motivating the students to generate new knowledge through innovative projects, research ventures and seminar presentations. The syllabi designed by members of BoS in the institution have been restructured and reoriented with greater consideration for the needs of industry, placement, global acceptability as well as core value systems. High priority and space is given to activities requiring hands-on experience. The institution draws upon resources, and personnel of other institutions to impart knowledge and training to students.

The institution is unique in that it aims at the holistic development of the individual. All steps are taken for the enrichment and extension of student learning. There is a strong emphasis on student needs and aspirations at all levels, psychological, emotional, physical and educational. The institution upholds collective activity as evinced through the staff club. The various clubs constituted ensure environmental protection, literary activities, innovative science projects, cost effective and hassle-free energy consumption, gender equity, parity, and inclusive for the physically challenged and equal opportunities for all. It is an avowed policy of the institution to teach the students to abjure violence. Conflict resolution is achieved through civilized debate with the staff and management. The alumni's frequent interaction motivates students to emulate them and get higher goals for themselves. The students of the college took active part in relief and rehabilitation activities after the LPG explosion at Chala, 2km away from S.N. College, clearing the debris and attending to the needs of the burns victims and survivor families. When one of our students unfortunately lost her life in a road accident the students and staff united with the local population staged a dharna on the road and got an assurance from the district authorities that road traffic would be made safer. There have been umpteen such opportunities for the college to effectively demonstrate its humane commitment to society. Every year workshops on gender rights, anti-work place harassment laws; anti-sexual abuse awareness, road safety-awareness anti-drug abuse awareness, trauma care and disaster management, cancer awareness and prevention are conducted. Many of our staff and students are blood donors and there is a directory of blood donors in our college and many of them are our alumni also. The college has been the undisputed champion for the last 17 years in all round sports activities. The college participates in and organizes tournaments and sports meet to promote physical well being and sportsmanship. The values of the community sharing, awareness about the fragility of the environment, the need to co-habit peacefully and harmoniously, respect for women and elders are enshrined as core values of the institution and are imparted on a regular basis.

5. CONCLUSION

Additional Information :

All the departments of the college have their own clubs as well as associations to host student and co-curricular activities with a fair degree of autonomy and flexibility. This creates an overall ambience conducive to a rich cultural productivity on the campus. After the month of September and till the month of March, the college is vibrant with multifarious co-curricular and student activities which provide an ample platform for students who are talented in diverse ways. On an average, every year about 50 or more events are hosted in the college. The college fields teams in all major sports items every year and the sports contingent brings rich laurels to the college. Similarly, the college ensures registration of maximum number of participants at the annual university arts festival and many prizes are won by the students every year. As a best practice the college gives a flexible and liberal space to students who are talented and very good in sports and games. They are given concession in attendance and other academic matters to promote both sports and fine arts.

Concluding Remarks :

It could be maintained that in the last 57 years of the existence of the college it has held aloft the mission of enlightening so many generations of students of north Malabar through education. As far as the community of Kannur is concerned, the college is a rich mine of education, culture and ethical values. A sizable number of the families in the area have had their growth and development by getting their degree from the institution. It still has the good will and moral support to sustain itself as an HEI with a fairly high reputation in the region. The college could boast itself of having substantially contributed to the educational and socio economic sustenance of a large number of families in Kannur and its surrounding rural areas. Very many families still look forward to receiving the rich educational and cultural bounty from the institution for its budding generation. It is this heritage and tradition that sustains it with great inspiration and dynamism till date. In the last six and a half decades the college has been greatly successful in fulfilling and realising its vision and mission.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.1.2	<p>Number of certificate/diploma program introduced during the last five years</p> <p>1.1.2.1. Number of certificate/diploma programs introduced year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> <th>2012-13</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>0</td> <td>1</td> <td>2</td> <td>2</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> <th>2012-13</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>Remark : The programs claimed here are add-on courses. Add-on courses should be claimed in a different question.</p>	2016-17	2015-16	2014-15	2013-14	2012-13	1	0	1	2	2	2016-17	2015-16	2014-15	2013-14	2012-13	0	0	0	0	0
2016-17	2015-16	2014-15	2013-14	2012-13																	
1	0	1	2	2																	
2016-17	2015-16	2014-15	2013-14	2012-13																	
0	0	0	0	0																	
1.1.3	<p>Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years</p> <p>1.1.3.1. Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> <th>2012-13</th> </tr> </thead> <tbody> <tr> <td>28</td> <td>28</td> <td>20</td> <td>20</td> <td>22</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> <th>2012-13</th> </tr> </thead> <tbody> <tr> <td>2</td> <td>20</td> <td>0</td> <td>2</td> <td>4</td> </tr> </tbody> </table> <p>Remark : As per the clarification provided, the numbers have been changed.</p>	2016-17	2015-16	2014-15	2013-14	2012-13	28	28	20	20	22	2016-17	2015-16	2014-15	2013-14	2012-13	2	20	0	2	4
2016-17	2015-16	2014-15	2013-14	2012-13																	
28	28	20	20	22																	
2016-17	2015-16	2014-15	2013-14	2012-13																	
2	20	0	2	4																	
1.3.2	<p>Number of value added courses imparting transferable and life skills offered during the last five years</p> <p>1.3.2.1. Number of value-added courses imparting transferable and life skills offered during the last five years</p> <p>Answer before DVV Verification : 5 Answer after DVV Verification: 1</p> <p>Remark : The documents and the list provided is blur. Also brochure for only one course has been</p>																				

	provided.
1.3.3	<p>Percentage of students undertaking field projects / internships</p> <p>1.3.3.1. Number of students undertaking field projects or internships Answer before DVV Verification : 1677 Answer after DVV Verification: 900</p> <p>Remark : Certificates of internships/field projects has not been provided. Also details of the internships has not been provided. Hence the number has been reduced accordingly.</p>
1.4.1	<p>Structured feedback received from</p> <p>1) Students, 2)Teachers, 3)Employers, 4)Alumni and 5)Parents for design and review of syllabus- Semester wise/ year-wise Answer before DVV Verification : A.Any 4 of the above Answer After DVV Verification: B.Any 3 of the above Remark : Alumni feedback forms have no questions related to the curriculum.</p>
1.4.2	<p>Feedback processes of the institution may be classified as follows:</p> <p>Answer before DVV Verification : A. Feedback collected, analysed and action taken and feedback available on website Answer After DVV Verification: E. Feedback not collected Remark : The URL provided does not provide any feedback. Hence no analysis has been done and no action has been taken. So this metric has been modified accordingly.</p>
2.2.3	<p>Percentage of differently abled students (Divyangjan) on rolls</p> <p>2.2.3.1. Number of differently abled students on rolls Answer before DVV Verification : 24 Answer after DVV Verification: 12</p> <p>Remark : Since many of the proofs provided are blur, it cannot be considered. The 12 students whose certificates are clear has been accepted.</p>
2.3.2	<p>Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.</p> <p>2.3.2.1. Number of teachers using ICT Answer before DVV Verification : 63 Answer after DVV Verification: 48</p> <p>Remark : The list provided mentions only 48 teachers using ICT.</p>
2.4.4	<p>Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years</p>

2.4.4.1. Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
0	4	1	2	5

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
0	2	1	2	1

Remark : One teacher can be counted only once in a year. No double counting. Hence the number of teachers in each year has been modified.

3.1.2 Percentage of teachers recognised as research guides at present

3.1.2.1. Number of teachers recognised as research guides

Answer before DVV Verification : 18

Answer after DVV Verification: 17

Remark : Since Dr. V. Mukundan is no more a part of the institution, he cannot be considered here.

3.1.3 Number of research projects per teacher funded, by government and non-government agencies, during the last five year

3.1.3.1. Number of research projects funded by government and non-government agencies during the last five years

Answer before DVV Verification : 13

Answer after DVV Verification: 8

Remark : 5 projects have been funded in the years 2008,2009,2010 and 2011. Those projects do not come under the last five year category.Hence modified accordingly.

5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations

2. Career counselling

3. Soft skill development

4. Remedial coaching

5. Language lab

6. Bridge courses
7. Yoga and meditation
8. Personal Counselling

Answer before DVV Verification : A. 7 or more of the above

Answer After DVV Verification: B. Any 6 of the above

Remark : As per the clarification and data provided, only 6 schemes have been facilitated.

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

7.1.1.1. Number of gender equity promotion programs organized by the institution year-wise during the last five years

Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
4	4	6	5	2

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
1	1	1	1	1

Remark : Book binding, yoga and meditation , etc do not come under gender equity programs.

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

Answer before DVV Verification : A. 7 and more of the above

Answer After DVV Verification: C. At least 4 of the above

Remark : the photo provided for rest room cannot be accepted as a proof.

7.1.12

Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff

	<p>Answer before DVV Verification : Yes Answer After DVV Verification: No Remark : Since the link provided opens to an empty page, it cannot be accepted.</p>
7.1.13	<p>Display of core values in the institution and on its website</p> <p>Answer before DVV Verification : Yes Answer After DVV Verification: No Remark : Since the link provided opens to an empty page, it cannot be accepted.</p>

2.Extended Profile Deviations

Extended Profile Deviations
No Deviations