

SREE NARAYANA COLLEGE, SIVAGIRI, VARKALA

IQAC CIRCULAR

The following members are nominated to the Internal Quality Assurance Cell (IQAC) for the academic year 2016 – 2017. Kindly accept the nomination.

1. Smt. K. Susy, Principal
2. Ms. Jubilie. S.V, IQAC Co- ordinator
3. Dr. L.S Mini, Department of Botany
4. Dr. Jerry Alwin, Department of Economics
5. Dr. J.P.Prajith, Department of Sanskrit
6. Ms. Preetha Krishna, Department of English
7. Mr. Ramesh Chandran, Department of Physics
8. Mr. Santhosh, Head Accountant
9. Sri. Aji. S R M, Management Representatives
10. Mr. Biju, Muncipal Councilor
- 11.Ms. Aleena S Kumar, Student Representative
- 12.Ms. Monisha, , Student Representative



PRINCIPAL

Principal
Sree Narayana College
Sivagiri, Varkala



SREE NARAYANA COLLEGE SIVAGIRI

Affiliated to University of Kerala, Accredited by NAAC with B+

CHANGANASAPURAM P.O., VARKALA,
KANNUR DISTRICT, PIN: 695 145
Principal's Office
sncpr@gmail.com
www.sncprcollegevarkala.org



Ph (Off) : 0470 - 2602362
PP : 0470 - 2611825
Fax : 0470 - 2602362

K. Susy,
PRINCIPAL

Date
04.07.2016

Memo

As per College Council decision Smt. Jubilie.S.V, Assistant Professor, Department of Commerce is appointed as the coordinator of IQAC for the academic year 2016-2017. Accept the nomination.

Principal

Copy to:

1. IQAC
2. Office File
3. Smt. Jubilie.S.V, Assist. Prof., Dept. of Commerce



PRINCIPAL
Sree Narayana College
Sivagiri, Varkala

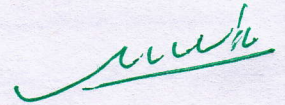
SREE NARAYANA COLLEGE SIVAGIRI VARKALA

Internal Quality Assurance Cell (IQAC)

Circular

There will be a meeting of the of IQAC members on 06-06-2016 at 12: 30 pm in the IQAC room. All members are requested to be present without fail.

SNC Varkala
02.06.2016



Principal



PRINCIPAL
SREE NARAYANA COLLEGE
SIVAGIRI VARKALA

A meeting of the IGAC was held on 6 June 2016 at the college IGAC room at 12:30 pm.

Agenda

- 1) Plan of action of 2016-17
- 2) Club Extension Activities
- 3) Teaching plan
4. Student Enrichment Activities
5. Any other matter.

The following members were present

	Principal	
Susi. K, Principal	Principal	<u>msk</u>
Jubilie SV (IGAC coordinator)		<u>msk</u>
Dr L-S Miru (Dept of Botany, Member)		
Dr Leji (Dept of Zoology, Member)		<u>leji</u>
Dr Jerry Alwin (Dept of Economics, Member)		<u>perjy</u>
Dr Sina (Dept of Malayalam, Member)		<u>msk</u>
Lekshmi S Thevar (Dept of Chemistry, Member)		
Megha Radhekrishnan (Dept of Economics Member)		<u>fly</u>
Namitha K Bhatt (Dept of Economics Member)		<u>msk</u>
Parvathy S Babu (Dept of Physics Member)		
Sreedhar Roy (Dept of Economics Member)		<u>msk</u>
Aji SRAN (Management Representative)		<u>msk</u>

The following matters were discussed.

- 1) The committee discussed in detail regarding the action plan of the academic year 2016-17. Thus it is recommended that a proper record of all quality sustenance and assurance measures should be made.
2. There should be regular Departmental and Faculty meetings and proper record of actions should be made available for OLRAC.
3. Directions were given for forming ^{new} coordinators for the various clubs in the college for the year 2016-17.
4. Teaching plan for faculty members and semester plan for the departments need to be effectively monitored by the Head of the Departments.
5. The student enrichment programs like Walk with a Scholar, Scholar Support Programmes should organise activities to hone the soft skills and personality development of the students.

SREE NARAYANA COLLEGE, SIVAGIRI, VARKALA

INTERNAL QUALITY ASSURANCE CELL

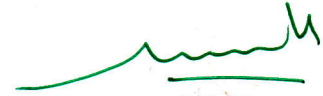
PLAN OF ACTION 2016-2017

The first meeting of IQAC has approved the following action plan for the academic year 2016-17.

1. Preparation of AQAR 2016-17.
2. Preparation of academic calendar.
3. Preparation of quarterly report.
4. Annual academic auditing.
5. Collection, compilation and documentation of college activities.
6. Monitoring the seminar/workshops organized by various departments.
7. Monitoring the club/extracurricular activities in the college.
8. Monitoring the new initiatives by the higher education department.(WWS, SSP, FLAIR)
9. Official inauguration of skill development initiative –ASAP.
10. Faculty development workshops for teaching staff.
11. Quality improvement workshop for non teaching staff.
12. Promotion of faculty level research (minor, major research)
13. Promotion of faculty development programmes like refresher and orientation programmes.
14. Continuing the best practice mid day meal programme with the help of FSA.
15. Monitoring the remedial /special classes in the college.
16. Clean campus initiative with the help of NSS/NCC
17. Green campus initiative through bio vegetable gardens by NSS &NCC
18. Continuing Trendz series of Seminars.



IQAC co-ordinator



PRINCIPAL



PRINCIPAL
SREE NARAYANA COLLEGE
SIVAGIRI VARKALA

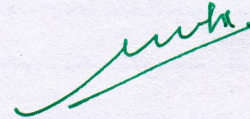
SREE NARAYANA COLLEGE SIVAGIRI VARKALA

Internal Quality Assurance Cell (IQAC)

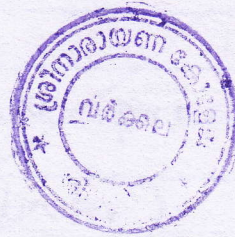
Circular

There will be a meeting of the of IQAC members on 08-08-2016 at 2: 30 pm in the IQAC room. All members are requested to be present without fail.

SNC Varkala
03.08.2016



Principal



PRINCIPAL
SREE NARAYANA COLLEGE
SIVAGIRI VARKALA

The meeting of the IGAC was held on 8 August 2016 at the IGAC room at 2.30 pm.

Agenda

- 1) Club / Extension Activities
- 2) Induction programme
- 3) Tutorials
- 4. Remedial Classes
- 5. Any other Matters.

The following members were present.

- | | | |
|--------------------|-----------------------------|---------------------------------|
| Smt. K. Sathy, | Principal. | <u> </u> |
| Jubilee SV | (IGAC coordinator) | <u> </u> |
| Dr LS Mini | (Member) | |
| Dr Leji | (Member) | <u> </u> |
| Dr Jerry Alwin | (Member) | <u> </u> |
| Dr Sirsi | (Member) | <u> </u> |
| Leekshmi S Dhasan | (Member) | <u> </u> |
| Megh Radhakrishnan | (Member) | <u> </u> |
| Namitha K Bhatt | (Member) | <u> </u> |
| Panvelthy S Babu | (Member) | <u> </u> |
| Sreedhar Ray | (Member) | <u> </u> |
| Aji SRM | (Management Representative) | <u> </u> |

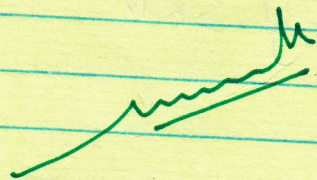
Leji Jerry Alwin

Leji

SRM

The following matters were discussed.

- 1) Club coordinators should plan and execute extension activities and programmes effectively and the reports should be submitted to IQAC.
2. Mentors or tutors for the first semester students should be nominated before their commencement classes. They must counsel for academic, social life and career related problems till the end of their course.
3. Weak students should be facilitated through remedial classes with proper documentation.
4. Induction classes should be held at department levels. The Heads of the Department must coordinate and monitor its implementation. Prior to the beginning of the classes, students should be given an overview of the complete realm of campus life, from academics to social activities.



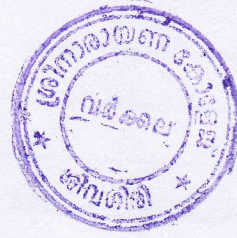
SREE NARAYANA COLLEGE SIVAGIRI VARKALA

Internal Quality Assurance Cell (IQAC)

Circular

There will be a meeting of the of IQAC members on 10-01-2017 at 2: 30 pm in the IQAC room. All members are requested to be present without fail.

SNC Varkala
06.01.2017



A handwritten signature in green ink, appearing to be 'm.h.' with a flourish.

Principal

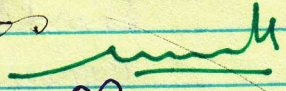

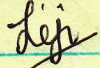
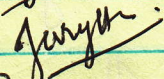
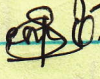
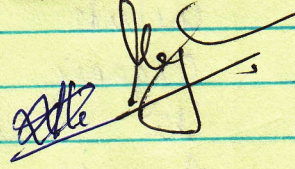

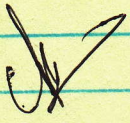
PRINCIPAL
SREE NARAYANA COLLEGE
SIVAGIRI VARKALA

A meeting of the IGAC was held on 10 January 2017 at the IGAC room at 3 pm.

Agenda

- 1) Result Analysis
- 2) AQAR
- 3) College Hostel
- 4) Best practices
- 5) Any other matter.

The following members were present

Smt. K. Shoy	Principal	
Jubilee SV	(IGAC coordinator)	
Dr. L. S. Mini	(Member)	
Dr. Leji	(Member)	
Dr. Jerry Alwin	(Member)	
Dr. Sini	(Member)	
Leeshmi S Dhasan	(Member)	
Megh Redhakrishnan	(Member)	
Namitha K Bhatt	(Member)	
Parvathy S Babu	(Member)	
Sreedev Roy	(Member)	
Aji SKM	(Management Representative)	

The important matters discussed were,

- 1) The IQAC recommends the heads of the department to analyze the result of the first and third semester students and conduct remedial classes if necessary.
2. All the programmes conducted by the college should be documented properly. Separate files should be kept in the departments. The reports of the programme should be handed over to IQAC to get consolidated AQAR.
3. IQAC decided to subscribe newspapers in College Women's Hostel.
4. The best practices followed by the college include Mid-Day Meal, Trendz seminar series, Organic farming, Sahasradikkom Veedu, and the IQAC appreciates the successful conduct of the programmes and expressed the gratitude to FSA and Alumni for their financial support and mental scaffolding.
5. The committee demanded the reports of anti ragging cell - substance abuse prevention to check whether any complaints exist. It was found that no issues were reported so far.

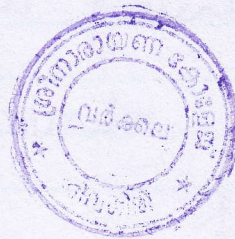
SREE NARAYANA COLLEGE SIVAGIRI VARKALA

Internal Quality Assurance Cell (IQAC)

Circular

There will be a meeting of the of IQAC members on 22-03-2017 at 12: 30 pm in Principal's chamber. All members are requested to be present without fail.

SNC Varkala
17.03.2017



mk

Principal

PRINCIPAL
SREE NARAYANA COLLEGE
SIVAGIRI VARKALA

A meeting of the college IGAC was held on 22 March 2017 at 12:30pm in Principals Chamber.

Agende

1. AGAR
2. General progress of the Institution
3. Any other matters.

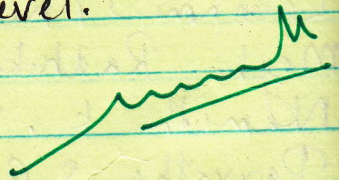
The following members were presents

Smt. K. Suby, Principal
Jubilee SV (IGAC Coordinator)
Dr. LS Minu (Member)
Dr. Leji (Member)
Dr. Jerry Alwin (Member)
Dr. Siva (Member)
Lekshmi S Phasan (Member)
Megha Radhakrishnan (Member)
Nanditha K. Bhatt (Member)
Parvathy S Babu (Member)
Sreedhar Roy (Member)
Aji SRM (Management Representative)

Leji
Jerry Alwin
Siva
Lekshmi S Phasan
Megha Radhakrishnan
Nanditha K. Bhatt
Parvathy S Babu
Sreedhar Roy
Aji SRM

The following matters were discussed,

- 1) The IQAC verified the final draft AQAR.
2. The members discussed the academic achievements and activities during 2016-17.
3. The reports of the Department Level Monitoring Committee were assessed and found satisfactory.
4. Points for quality enhancement and feedbacks were discussed.
5. The members also discussed the Alumni report at the department level.



SREE NARAYANA COLLEGE, SIVAGIRI, VARKALA
INTERNAL QUALITY ASSURANCE CELL (IQAC) 2016-17
QUARTERLY REPORT (Second Quarter)
September – November, 2016

The internal Quality Assurance Cell (IQAC) of the college works towards realizing the goals of quality enhancement and sustenance. Smt. K.Susy, Principal is the Chairman and Smt. Jubilee S.V, (Assistant Professor, Department of Commerce) is the Co-ordinator. The IQAC members are Dr. L.S.Mini, (HoD & Associate Professor, Department of Botany), Dr. Jerry Alwin, (Assistant Professor, Department of Economics), Dr.J.P.Prajith, (HoD & Assistant Professor Department of Sanskrit), Ms. Preetha Krishna, (Assistant Professor, Department of English), Mr. Remesh Chandran C.R, (Assistant Professor, Department of Physics), Shri. Aji SRM, Executive Member, SN Trust, Shri. Santhoh, Office Superintendent and Shri. Biju, Municipal Councilor.

The IQAC plays a vital role in enhancing the overall activities of the college. The various programmes organized in this quarter are briefly reported below :

- ✚ **The Department of Geology** conducted PTA Meeting of Fifth Semester B.Sc. Geology students on 3rd September 2016.
- ✚ Principal **Smt. K Susy** received “**Ammakkorumma Award**” given by Malayala Samskarika Vedi for her life time achievement in the field of education on 6th September, 2016.
- ✚ **Sree Narayana College, Sivagiri** celebrated **onam** with athappookkalam, music club ganamela, games and onasadhya on 8th September, 2016. Principal Smt.K Susy inaugurated the celebration.
- ✚ **Department of Chemistry** organized an alumni meet at 17th September, 2016. Principal Smt. K Susy inaugurated the function.
- ✚ **The department of Zoology** celebrated the **Ozone Day** on 16th September, 2016 with a seminar. Amritha S of III DC presented a topic on “Global Warming”.



- ✚ **The college Cricket Team** participated in the South zone intercollegiate cricket tournament 2016-17. The first round was won against Pankajakasthoori college, TVM on 6th September 2016 at St. Xavier's college TVM. The Second round match was won against Iqbal college, TVM and the third round match (Quarter Final) was played against LNCPE college on 27th September 2016.
- ✚ **The NSS unit** of Sree Narayana College, celebrated **Gandhijayanthi** on 2nd oct.2016. The volunteers washed and cleaned all the classrooms and ensured clearness in the campus premise. An elocution competition on “the importance of Gandhian Philosophy in the post independent India” was organized for students.
- ✚ **The NSS unit** of Sree Narayana College organized a one day seminar on ‘**personality Development**’ on 4th October 2016 for the newly enrolled NSS Volunteers. The class was taken by Sri.Brahamanayakam. The programme ended with an interaction session.
- ✚ **The Department of Malayalam** organised a one day seminar and Merit Day on 4th October 2016. Dr. Prasannamany (Retd. Prof. Dept. of Malayalam, All Saints College TVM) was the chief guest.
- ✚ The activities of the **various clubs** of Sree Narayana College Sivagiri Varkala were **inaugurated by Dr. S. V. Sudheer** (Hon. Director. Center for Human Resources Development, University of Kerala) on 5th October 2016.
- ✚ **Media club** of Sree Narayana College, Sivagiri organized a debate on the topic “problem of stray dogs and plastic wastes in the campus” on 6th October 2016 at 2.30 p.m. After discussing various ideas of students the club decided to prepare a notice on plastic waste management for circulation.
- ✚ **The Nature Club** of Sree Narayana College Svagiri, Varkala organized an environmental awareness programme on 7th October 2016 in the college campus. Students planted saplings in the campus and they shared their experiences pertaining to nature conservation.



- ✚ **The NSS Unit** of Sree Narayana College, Sivagiri organized a green carpet programme (one day cleanliness campaign) on 16th oct. 2016. The programme was inaugurated by Adv.V.Joy (MLA). The NSS volunteers cleared areas from varkala beach to varkala cliff. The programme was a combined effort of NSS unit, Varkala Corporation, Department of Tourism and Mathrubhoomi club FM.
- ✚ **The NSS Unit** of Sree Narayana College, Sivagiri in association with University Employment information and Guidance Bureau organized a one day civil service orientation class on 22 October 2016. The class was taken by Sri. Prajeesh. S.J (Director, Nirbhaya institute of Human Development)
- ✚ As a part of the **Nobel Week celebrations**, a seminar series based on the contributions of the Nobel Laureates and the history of Noble Prize was organized by Sree Narayana College, Sivagiri, Varkala on 25 October 2016 at 11.a.m. The program was formally inaugurated by Dr. R., Raveendran, our former principal by lighting the lamp. After the inaugural session student's paper presentations were held.
- ✚ **The Department of Commerce and HM & C**, S N College, Varkala in association with Financial Literacy Club has organized a **financial literacy programme** on the topic Forms of Business Entities on 28, October, 2016, for the students of Sivagiri Sree Narayana Higher Secondary School, Sivagiri, Varkala.
- ✚ **The Department of Malayalam** organized Kuchelavrittham **Kadhakali** as part of Mathrubhasha Sreshtabhasha programme on 1st November 2016.
- ✚ **The PTA meeting** of Third Semester B.Sc. **Geology** students was conducted on 2nd November, 2016
- ✚ **The NSS unit** of Sree Narayana College, Sivagiri in association with Indian Medical Association organized a blood donation camp on 4th November, 2016 in the campus. Around 60 students from various departments donated blood in the camp.



- ✚ **The Human Rights Forum** of Sree Narayana College Sivagiri, Varkala organized a debate on “Stray Dog Issues in Kerala” on 9th November 2016. The moderator was Dr. Prajith (HoD, Dept. of Sanskrit).
- ✚ **The Department of Geology** conducted a 4 day field training for B.Sc. Final Year students from 10th to 15th November 2016.
- ✚ **The Department of Commerce and HM &C** under Forum for Academic Social Responsibility (FASR) has conducted a class on good food habits on 16, November, 2016, at Government Lower Primary School, Sreenivasapuram, Varkala.
- ✚ **The Debate Club** organised a demonstration class for the member students on 14th November 2016. Bharathanatyam exponent Kumari Aswani Prasannan conducted the class by demonstrating mudras and rasas
- ✚ The college **Kabaddi team** participated in the Southzone intercollegiate Kabbaddi tournament held at University Stadium, TVM on 17th -18th November 2016. The final match was played against VTMNSS College and the team **won second** position and qualified for Kerala university Interzone Tournment.
- ✚ **The Women’s Study unit** of Sree Narayana College Sivagiri, Varkala conducted a special lecture on “Women and Crisis Management” on 18th November 2016. The key speakers were Dr. Beena Karunakaran (HoD, Dept. of Malayalam & Prof. Sini (Assistant Pofessor, Dept. of Malayalam).
- ✚ **The science club** of Sree Narayana College, Sivagiri organized a quize programme for its members on 19th November, 2016
- ✚ **The Department of Geology** organized a department level seminar series “**Geospark**” on 22nd November 2016. The seminar discussed the basic concepts in Geology. Dr. Frincy R M (Senior Geologist, GSI) was the key speaker. Akhil U (I M.Sc Geology) presented a paper on the topic “Physiography of India” and Chandu Darsh G (II M.Sc Geology) presented a paper on the topic “Groundwater provinces in India”.



- ✚ **The Entrepreneurship Club** of Sree Narayana College, Sivagiri, organized a seminar on Entrepreneurship Awareness in association with Department of Industries and Commerce on 29 November, 2016. The seminar was inaugurated by Prof. K. Susy, Principal, S N College, Varkala.
- ✚ Sree Narayana College, Sivagiri organized **TRENZS Seminar series** from 21st November to 23rd November, 2016. All departments participated in the seminar with great enthusiasm.

Sl. No.	Name of the department	Topic of Seminar	Resource person
1	Malayalam	Kavitha – Utharadunikathayude Vazhitharayil	Dr. V. Rajeev
2	Zoology	Apiculture	Dr. D. Sherly
3	Commerce	Life 16	Sri. Sreejith Sadasivan
4	Geology	Basic Concepts in Geology	Dr. Frincy.R. M
5	Physics	Familiarization in electronic circuits	Dr. V. Manikandan Nair
6	Mathematics	Introduction to analysis	Dr. Manilal.K
7	Economics	Black Economy in India	Dr. Anitha. V
8	Chemistry	An Introduction to Quantum Mechanics and Beyond	Dr. Jayasree. E.G
9	Botany	Tips and Techniques in phytochemistry	Dr. Bindu R Nair
10	History	The first ministry in Kerala and its interference on education	Dr. R. Aisha

- ✚ A combined edition of The **Research Essence** (Dec 2015 and June 2016) – **bi annual research journal** of Sree Narayana college, Sivagiri was published on November 30th, 2016.
- ✚ **The Department of Malayalam** organized a class wise **Short Seminar series** on Malayala short story and Athma Katha Sahithyam Malayalathil.

