SREE NARAYANA COLLEGE

SIVAGIRI

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

SREENIVASAPURAM P.O., VARKALA,
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SUSY. K.
PRINCIPAL

Ref : NAAC/4091/16-17

09.09.2016
Date ....

The Director,
National Assessment and
Accreditation Council
BANGALORE - 560 010,
Post Box No.1075
Nagarbhavi

ANNUAL QULAITY AASURANCE REPORT 2015-16

Sir,

    Sub:-   Submission of NAAC AQAR Report of 15-16-Reg.

    Kindly find attached herewith a copy of the AQAR of Sree
Narayana College, Sivagiri Varkala for the academic year 2015-16.

                                Thanking you,

                                        Yours Sincerely,

                                        Principal

SREE NARAYANA COLLEGE, SIVAGIRI, VARKALA

The Annual Quality Assurance Report (AQAR)

2015- 2016

SreeNarayana College, Sivagiri, Varkala, has completed its 50th year of glorious and dedicated service in higher education. The college, affiliated to the University of Kerala, was founded in 1964 by Sri. R. Sankar, formerly the Minister of Education and Chief Minister of Kerala state. The college was founded and has been striving for the realisation of the dream and lofty ideals of SreeNarayana Guru, the saintly social reformer and visionary who firmly believed that the society can be liberated only through proper education. In fact, this is the vision of this college.

The Annual Quality Assessment Report (AQAR) for the year 2015-16 as presented here truly portraits the curricular and co-curricular activities of the 11 undergraduate and 4 postgraduate departments of this college.

(All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2014 to June 30, 2015)

Part – A

AQAR for the year *(for example 2013-14)*

2015-16

1. Details of the Institution

1.1 Name of the Institution

SreeNarayana College

1.2 Address Line 1

Sivagiri, Sreenivasapuram P.O

Address Line 2

Varkala- 695145

City/Town

Varkala, Thiruvananthapuram District

State

Kerala

Pin Code

695 145

Institution e-mail address

sncvpr@gmail.com

Contact Nos.

0470-2602362, 0470-2611825

Name of the Head of the Institution:

Dr.R.Raveendran

Tel. No. with STD Code:

0470-2602362

Mobile:

9496847108

Name of the IQAC Co-ordinator:

Dr.V S Thampidas

Mobile:

9020657405

IQAC e-mail address:

principal@sncollegevarkala.org

sncvarkalaiqac@gmail.com

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

KLCOGN 11243

OR

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

EC/32/237 dated 30/05/2004

1.5 Website address:

www.sncollegevarkala.com

Web-link of the AQAR:

http//www.sncollegevarkala.com/AQAR2015-16 doc.

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B+	75	2004	5 yrs
2	2nd Cycle	B	2.65	2015	5yrs
3	3rd Cycle				
4	4th Cycle				

1.7 Date of Establishment of IQAC :   DD/MM/YYYY

12/07/2005

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

- i.   AQAR **2010-2011 on 30.09.2014** (DD/MM/YYYY)4
- ii. AQAR**2011-2012 on 30.09.2014** (DD/MM/YYYY)
- iii. AQAR **2012-2013 on 30.09.2014** (DD/MM/YYYY)
- iv. AQAR**2013-2014 on 01.10.2014** (DD/MM/YYYY)
- v.   AQAR2014-15 on 01-07-2015

1.9 Institutional Status

University   State [√] Central [ ]emed   [ ] Private [ ]

Affiliated College   Yes [√]   No [ ]

Constituent College   Yes [ ]   No [√]

Autonomous college of UGC   Yes [ ]   No [√]

Regulatory Agency approved Institution   Yes [ ]   No [√]

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution   Co-education ☑   Men ☐   Women ☐

            Urban   Rural ☐   Tribal ☑   ☐

Financial Status   Grant-in-aid ☑   2(f)   UGC ☑ B   ☑

         Grant-in-aid + Self Financing ☐ Totally Self-financing ☐

1.10 Type of Faculty/Programme

     Arts ☑   Science ☑ Commerce ☑ Law ☐   PEI (PhysEdu) ☐

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

     Others   (Specify) | NA |

1.11 Name of the Affiliating University *(for the Colleges)* | University of Kerala |

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

Autonomy by State/Central Govt. / University | No |

University with Potential for Excellence | No | UGC-CPE | No |

DST Star Scheme | No | CE | No |

UGC-Special Assistance Programme | No | | No |

UGC-Innovative PG programmes | No | *Specify)* | No |

UGC-COP Programmes | No |

2. IQAC Composition and Activities

2.1 No. of Teachers

6

2.2 No. of Administrative/Technical staff

1

2.3 No. of students

2

2.4 No. of Management representatives

1

2.5 No. of Alumni

0

2. 6 No. of any other stakeholder and

community representatives

1

2.7 No. of Employers/ Industrialists

0

2.8 No. of other External Experts

1

2.9 Total No. of members

12

2.10 No. of IQAC meetings held

6

2.11 No. of meetings with various stakeholders: No. 10

Faculty   4 Students   2

4

2

Non-Teaching Staff Students

2

Alumni

2

Others

0

2.12 Has IQAC received any funding from UGC during the year?   Yes [√]   No [   ]

If yes, mention the amount

3 lakhs

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos.   I[1]ational   N[   ]al   S[   ]   In[   ]on Level   [1]

(ii) Themes

| 1. | On becoming great teachers; effective teachers. |

2.14 Significant Activities and contributions made by IQAC

1. Preparation of annual academic calendar complementary to the annual academic calendar of the university.

2. Annual academic auditing.

3. Faculty development initiative for teaching staff.

4. Quality improvement workshops for non teaching staff.

5. Collection and Compilation of college activities.

6. Played a lead role in best practise initiatives like bio gas plant, solar power generation and waste management.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
1. The College Council decided to prepare an academic cum co-curricular activity calendar at the beginning of the year.	After necessary discussion and In consultation with the convenors/coordinators of CLMC, NCC, NSS, Staff advisor (student affairs), a calendar for academic cum co curricular activities was prepared at the very beginning of academic year 2015-16
2. To take necessary steps inorder to encourage teachers to undertake minor-major research projects.	Sessions were organised to enlighten the teachers on the important agencies and procedures for applying for minor/major research projects. During 2015-16, there were 9 ongoing minor research projects and 2 newly sanctioned projects. During the year the faculty

		members applied for 18 minor research projects to the UGC.
3.	To encourage teachers to participate actively in seminars, conference, workshops	Teachers from various departments have attended international conferences, national conferences/seminars/workshops and state level such programmes.
4.	To encourage teachers to organize seminars/ workshops etc seeking sponsorship from UGC, STEC, PTA etc.	During this academic year16 PTA sponsored seminars,and 1IQAC sponsored seminars/workshops were organized.
5.	To encourage club activities to inculcate the habit of group activity.	13 Clubs functioned effectively ensuring 100% enrolment of students in any one of the clubs/NCC/NSS activities.
6.	Computerisation and systematic cataloguing of the newly acquired books.	Computerisation work of the general library completed.
7.	To extend counselling service to students.	During this year, student counselling initiatives were carried out with a more efficient and structured pattern. Counselling is being imparted at tutor level, council level and if necessary with the college counsellor and consultant psychologist Dr. AravindThampi
8.	To make the activities of the Blood Donor's Club more systematic.	The activity of the Blood donor's club was made more systematic ensuring the genuineness of the beneficiary and the health and safety of the donor student.
9.	To continue the mid day meal program	Mid day meal program has been continuing with the support of FSA during the year 2015-16.
10.	To bring out yet another volume of the college Journal 'Research	The journal committee was reconstituted and the initiatives for the publishing of next edition

Essence'	was taken
11. To continue remedial coaching	Remedial coaching was given to the relatively slow learners in all departments.
12. To continue career guidance program	Career guidance program continued this year also.
13. To take steps for the beautification of the garden	A committee was constituted for the beautification of the garden infront of the college.
14. To implement Scheme/project like WWS,SSP, FLAIR etc. Of the Higher Education Council, Govt. Of Kerala	Selected students of 1st year and 2nd year degree of various departments are given opportunity to participate in 'Walk With aScholar' and 'Scholar Support Programme'
15. To redesign and improve the efficiency of college office	Process of office improvement started.
16. To continue the provision for fresh drinking water , rain water harvesting and the mission of keeping the campus free of plastic.	All these programmes continued during 2015-16
17. Provision for study materials for the economically weaker sections of students	FSA made arrangements for providing study materials for the economically weaker sessions.
18. To continue language proficiency training, ICT Training	These programmes continued during 2015-16.
19. To conduct academic and administrative audit	Done

* Attach the Academic Calendar of the year as Annexure.

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

   Management ☐ ate   Any other ☐   √

Provide the details of the action taken

> AQAR was prepared by IQAC and accepted by the college council after discussion and suggestions for improvement.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	1	0	0	0
PG	4	0	0	0
UG	11	0	0	1
PG Diploma	0	0	0	0
Advanced Diploma	0	0	0	0
Diploma	0	0	0	0
Certificate	0	0	0	0
Others	0	0	0	0
Total	16	0	0	1

Interdisciplinary				
Innovative				

1.2　(i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options
　　　(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	11 UG + 4 PG = 11 programmes
Trimester	
Annual	

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

　　　Mode of feedback　:　Online | |　Manual | * |　Co-operating schools (for PEI) | |

*Please provide an analysis of the feedback in the Annexure

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

> By considering the suggestions and recommendations of board of studies in various subjects university revises the syllabus both in practical and theory every four yeasrs. All the affiliated colleges under university of kerala follow the same syllabus.

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

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No
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Criterion – II

2. Teaching, Learning and Evaluation

Total	Asst. Professors	Associate Professors	Professors	Others
63	48	15	0	22

2.1 Total No. of permanent faculty

2.2 No. of permanent faculty with Ph.D.   21

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
8	4	0	0	0	0	13	1	21	5

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

2.4 No. of Guest and Visiting faculty and Temporary faculty   16   0   0

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	9	53	3
Presented papers	10	26	1
Resource Persons	0	0	2

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

Group Disscussions and Debates,ICT Enabled learning,

Conducted creative literary competitions, BHASHA DIVAS- conducted Kathakali, Conducted Film Festival, Silpasala, Drama Presentation,

 Exhibition of film makers in connection with the fifteeth anniversary of CHEMMEEN

Learner centred activities such as participative learning, interactive sessions, student's seminars, project work, assignments, problem solving exercises and field work.

Lecturer by experts in the concerned subject or area.

Field trips and industrial tours

2.7 Total No. of actual teaching days
during this academic year   189

2.8 Examination/ Evaluation Reforms initiated by
the Institution (for example: Open Book Examination, Bar Coding,
    Double Valuation, Photocopy, Online Multiple Choice Questions)

Following the syallabus and
rules and regulations of Kerala

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

3	2	

2.10 Average percentage of attendance of students

91

2.11 Course/Programme wise
distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
PHYSICS	33	26	46	18	0	45
CHEMISTRY	36	31	36	14	0	83
GEOLOGY	28	25	32	0	0	57
MATHEMATICS	48	12	12	48	2	82
BOTANY	34	0	12	21	3	35.29
ZOOLOGY	33	0	7	9	0	48.48
HISTORY	34	0	0	12	6	18
ECONOMICS	120	0	6	45	13	53.3
MALAYALAM	37	0	4	30	2	94.76
COMMERCE	66	0	17	77	47	96
COMMERCE (HM)	35	0	6	60	35	100
PHYSICS (PG)	13	25	75	0	0	92
CHEMISTRY(PG)	11	0	81	9	0	90
ECONOMICS (PG)	17	0	65	5	0	71
GEOLOGY(PG)	4	0	25	0	0	25

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

- ❖   Encouraging teaching staff to participate in faculty development programmes.
- ❖   Conducting workshops to help faculty enhance competency.
- ❖   Taking feedback on teacher quality on a regular basis.
- ❖   Creation of conducive learning environment in classes which is crucial for student development.
- ❖   Organizing expert lectures and practical demonstrations.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	1
UGC – Faculty Improvement Programme	4
HRD programmes	
Orientation programmes	1
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	1
Summer / Winter schools, Workshops, etc.	7
Others	1

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	10	0	0	0
Technical Staff	1	0	0	0
Lab Staff	15	0	0	0

Criterion – III

3. Research, Consultancy and Extension

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

1. Encouraging faculty members to submit proposals for research projects and seminars.

2. Conducting national workshop on Statistical Package for Social Sciences.

3. IQAC has taken the role of promoting intradepartmental and interdepartmental research contribution for publication in the college Research Journal, "Research Essence".

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	0	0	0
Outlay in Rs. Lakhs	0	0	0	0

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	6	5	0	8
Outlay in Rs. Lakhs	9,20,000	6,80,000	0	0

3.4   Details on research publications

	International	National	Others
Peer Review Journals	2	8	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	-	-	-

3.5 Details on Impact factor of publications:

Range [ ]   Average [ ]   h-index [ ]   Nos. in SCOPUS [ ]

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects	2	UGC	6,80,000	3,70,000
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects *(other than compulsory by the University)*				
Any other(Specify)				
Total			6,80,000	3,70,000

3.7 No. of books published   i) With ISBN No.   [4]   Chapters in Edited Books   [2]

ii) Without ISBN No.   [1]

3.8 No. of University Departments receiving funds from

UGC-SAP [NIL]   CAS [NIL]   DST-FIST [NIL]

DPE [NIL]   DBT Scheme/funds [NIL]

3.9 For colleges   Autonomy [NIL]   CPE [NIL]   DBT Star Scheme [NIL]

INSPIRE [NIL]   CE [NIL]   Any Other (specify) [NIL]

3.10 Revenue generated through consultancy   [NIL]

3.11 No. of conferences organized bythe Institution

Level	International	National	State	University	College
Number		6			14
Sponsoring agencies		UGC			PTA

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

3.13 No. of collaborations   International [0]   National [1]   Any other [0]

3.14 No. of linkages created during this year   [0]

3.15 Total budget for research for current year in lakhs :

From Funding agency [6,80,000]   Management of University/College [100,000]

Total [7,80,000]

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	0
	Granted	0
International	Applied	0
	Granted	0
Commercialised	Applied	0
	Granted	0

3.17 No. of research awards/ recognitions   received by faculty and research fellows

Total	International	National	State	University	Dist	College
NIL	NIL	NIL	NIL	NIL	NIL	NIL

Of the institute in the year

3.18 No. of faculty from the Institution
who are Ph. D. Guides
and students registered under them

3

8

3.19 No. of Ph.D. awarded by faculty from the Institution

2

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF 0   SRF 0   Project Fellows 0   Any other   3

3.21 No. of students Participated in NSS events:

University level 0   State level   2

National level   International level 0   0

3.22 No. of students participated in NCC events:

University level 54   State level   90

National level   International level 16   0

3.23 No. of Awards won in NSS:

University level 0   State level   0

National level   International level 0   0

3.24 No. of Awards won in NCC:

University level [2]   State level [4]

National level   International level [6]   [0]

3.25 No. of Extension activities organized

University forum [10]   College forum [20]

NCC [28]   NSS [12]   Any other [ ]

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

- "Snehasanthwanam" programme to give financial support of Rs.2 lakhs to 22 poor patients organised by NSS and Human Rights Forum.
- One day programme on personality development.
- Anti drug campaign.
- Blood donation camp.
- Book fest in association with DC books.
- Paper bag making training programme.
- Anti plastic campaign.
- Awareness programme conducted regarding Hiroshima Nagasaki atomic bomb disaster.
- Environment day celebration by planting trees.
- Conducted a medical camp in association with govt. hospital Varkala.
- Poster exhibition related to anti war.

Criterion – IV
4. Infrastructure and Learning Resources

4.1   Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	30 Acres	-	Management	30Acr
Class rooms	37	-	Management	37
Laboratories	13	-	UGC, PTA, Management	13
Seminar Halls	2	-	Management	2
No. of important equipments purchased (ε1-0 lakh) during the current year	-	-	-	-
Value of the equipment purchases during the year (Rs.in Lakhs)	-	-	-	-
Others	-	-		

4.2   Computerization of administration and library

> ❖ Computerized library. Issue and collection through bar code system.
>
> ❖ Computerized documentation of fees paid by students in the college office

4.3   Library Services

	Existing		Newly added		Total	
	No.	Value (Rs.)	No.	Value (Rs.)	No.	Value (Rs.)
Text Books	40900	43,17,922	576	1,14,828	41476	44,32,750
Reference Books	2306	3,00,750	-	-	2306	3,00,750
e- Books	300	21,000	-	-	300	21,000
Journals	30	51,520	-	-	30	51,520
e-Journals	Inflibnet					
Digital Database	Inflibnet					
CD & Video	62	6,200	-	-	62	6,200
Others (Specify)						

4.4   Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	48	2	25	All departments & Computer Centre	1	4	23	-
Added	-	-					-	-
Total	48	2				4	23	-

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

> ❖ 1 SPSS Package training to students
> ❖ GIS Software training to students
> ❖ MS Office training to teaching and nonteaching staff

4.6 Amount spent on maintenance in lakhs :

   i) ICT

   204500

   ii) Campus Infrastructure and facilities

   124949

   iii) Equipments

   185861

   nil

iv) Others

Total : 515310

Criterion – V
5. Student Support and Progression

5.1   Contribution of IQAC in enhancing awareness about Student Support Services

❖ Through notice boards and circulars

❖ Regular PTA meetings

❖ Orientaion programmes for freshers regarding the student support services

❖ Curricular support provided through coaching classes for competitive examinations and psychosocial counseling sessions

❖ Smart Class rooms

❖ Students rest room and toilet facilities

❖ Remedial Teaching

❖ Club Activities

5.2   Efforts made by the institution for tracking the progression

➢ Guidance and mentoring at multiple levels

➢ Result analysis

➢ Student feed back collection and analysis

UG	PG	Ph.D	Others
1654	114	7	-

5.3   (a) Total Number of students

(b) No. of students outside the state   0

0

(c) No. of international students

No.	%
1253	71

No.	%
522	29

Men   Women

		Last Year					This Year				
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
814	343		574	3	1735	374	310	4	1077	10	1775

Demand ratio: Cannot be ascertained due to the online single window system followed for admissions

Dropout %: 1.87%

5.4   Details of student support mechanism for coaching for competitive examinations (If any)

1.The Career Guidance Cell of the college provides free coaching classes to students to prepare them for various competitive examinations

2. Financial assistance provided by faculty members on their personal behalf to deserving students for procurement of study materials for competitive examinations

3. Department of Economics provided free NETcoaching to PG students.

No. of students beneficiaries   200

5.5   No. of students qualified in these examinations

NET   4   SET/SLET   8   GATE   0   CAT   0

IAS/IPS etc   0   State PSC   1   UPSC   1   Others   4

5.6   Details of students counseling and career guidance

> - The UGC – aided Counselling Cell of the college provides psychological counseling sessions by professional counselors are arranged
> - Individual and group counseling sessions by professional counselors are arranged
> - The team of counselors conducted a class campaign to give awareness to students on common problems faced by them

No. of students benefited | 162 |

5.7   Details of campus placement

On Campus			Off Campus
Number of organizations visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
2	23	8	12

> 1. Women study Unit organized " Self defence training programme" for girl students

5.8   Details of gender sensitization programme

5.9   Students Activities

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

State/University level | 86 | National level | 15 | international level | 0 |

No. of students participated in cultural events

State/University level | 36 | National level | 0 | international level | 0 |

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

Sports: State/University level | 1 | National level | 0 | international level | 0 |

Cultural: State/University level | 0 | National level | 0 | international level | 0 |

5.10   Scholarship and Financial Support

	Number of students	Amount
Financial support from institution	20	61500
Financial support from government	1080	3262800
Financial support from other sources	-	164000
Number of students who received International/National recognitions	-	-

5.11   Students organized/ initiatives

Fairs   : State/University level   0   National level   0   International level   0

Exhibition: State/University level   3   National level   0   International level   0

5.12   No. of social initiatives undertaken by the students   3

5.13   Major grievance of students (if any) redressed:

- Inadequacy of transportation facilities
- Insufficient reading space in General Library
- Problems of stray dogs in the campus

Criterion – VI

6. Governance, Leadership and Management

6.1   State the Vision and Mission of the institution

To enlighten and empower students so as to instill in them values that would make them better citizens. Our motto is " Liberation through education and strength through organization" as propagated by one of the greatest saints, SreeNarayana Guru.

6.2   Does the Institution has a management Information System

Yes

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

6.3.1 Curriculum Development

The collegefollows the curriculum designed by the University of Kerala. The college also provides facilities for promoting co-curricular activities among students like NSS, NCC, games, athletics etc. In addition, career oriented programmes like B.Com Hotel Management and Catering is also offered. During classroom interaction, special importance to given to GD, power point presentation student seminars and project work.

6.3.2 Teaching and Learning

1. Use of ICT for classroom teaching.
2. Encouraging students to evaluate subject related articles which appear in newspapers and journals.
3. Promote increased student participation in seminars and power point presentation by students.
4. Giving individual attention to students during practical classes.
5. Co-ordinator keeps in touch with all the departments and tracks the activities of all departments and faculty, students of departments concerned.

6.3.3 Examination and Evaluation

Periodical examination and tests are conducted to assess the progress of students. The University conduct 2 semester exams every year. The institution conducts 2 test papers and 1 model examination before the commencement of university examinations. Student's improvement is also kept track of with the help of assignment, seminars and GDs.

6.3.4 Research and Development

The College encourages the teaching faculty to pursue research work. Student'sresearch is made mandatory for all Subjects. Paper presentation for students is made an integral part of seminar/Conferences.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Plans are under way to purchase more sophisticated ICT equipments and to upgrade library resources.

6.3.6 Human Resource Management

Students are regularly motivated and encouraged to contribute to the academic excellence of the institution. The faculty members as well as other staff members of the institution play vital role in fostering overall growth and progress.

6.3.7 Faculty and staff recruitment

Faculty and staff recruitment is carried out as per government regulations, on the basis of qualification and merit.

6.3.8 Industry Interaction / Collaboration

The Departments of Chemistry and Commerce are in touch with industries and plants on further collaboration are under process.

6.3.9 Admission of students

Online – Merit Based.

6.4   Welfare schemes for

Teaching	Nil
Non teaching	Nil
Students	Mid day Meals Conveyance allowance Study materials Medical aid.

Rs.45,00,000/-

6.5   Total corpus fund generated

6.6   Whether annual financial audit has been done   Yes   ✔   ☐

6.7   Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Auditor General's Office, Government Local Fund Audit, University	Yes	SN Trusts Audit, Registered chartered accountants
Administrative	Yes	Auditor General's Office, Government Local Fund Audit, University	Yes	SN Trusts Audit, Registered chartered accountants

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

For UG Programmes   Yes   No

For PG Programmes   Yes ☐   No ✔

6.9   What efforts are mage by the University/Autonomous college for Examination Reforms?

NA

6.10   What efforts are made by the University to promote autonomy in the affiliated/constituent college?

NA

6.11   Activities and support from the Alumni Association

- ❖ Qualified Professional Alumni members share their knowledge and expertise with the present students free of cost.
- ❖ Many academic prizes, scholarships, financial assistance are also provided by the Alumni Association.
- ❖ The Mid day meal scheme sponsored by the Former Students. Association (FSA) is provided to students from poor families.
- ❖ Study materials are also provided to students of poor financial background on the merit basis.

6.12   Activities and support from the Parent-Teacher Association

Each department of the college organizes class wise formal and informal interactions with parents of the students to keep track of their ward's progress and to get their feedback. So as to improve student's academic excellence.

6.13   Development programme for support staff

- ❖ Classes for staff on office procedure and service rules.
- ❖ Orientation class on computer documentation of office activities.

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

- ❖ Different programmes organised by NSS such as the clean campus programmes, plastic free campus etc.
- ❖ Rain Water Harvesting
- ❖ Establishment of Bio gas plant.
- ❖ Setting up of waste disposal system.
- ❖ Waste Water Management.
- ❖ Installation of Solar Panel.

Criterion – VII

7.Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the

functioning of the institution. Give details.

> 1.ICT enabled theory classes for all Departments
>
> 2.Drinking water quality testing is done for the public by Dept. of Geology
>
> 3.Two new clubs viz.Financial literacy club and Investment club are formed by the Department of Commerce .
>
> 4. Biodegradable waste generated in the campus are emptied into biogas plant installed by the Dept. of Chemistry as a pollution control measure.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

> As per plan

7.3 Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)*

> ❖ Mid day meal program
>
> ❖ Seminar Series Trendz

Provide the details in annexure (annexure need to be numbered as i, ii,iii)

7.4 Contribution to environmental awareness / protection

> ❖ Green campus-40 tree saplings planted(20 Teak and 20 shade trees)
>
> ❖ Incinerator installed in the ladies rest room give protection from the toxic gases evolved during the

7.5 Whether environmental audit was conducted?   Yes   √   No   ☐

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

SWOC

Strength

1. Permanent faculty consisting of well experienced senior teachers and a sizeable proportion of young faculty members well versed in every aspect of ICT.

2. Availability of internet access for all students and teachers in the campus.

3. Very good support and encouragement from the Management, UGC, PTA and Alumni Association.

4. A disciplined and enthusiastic student community always receptive to the curricular and co-curricular activities of the institution.

Weakness

1. Inadequate conveyance facilities for students as well as teachers.

2. Social and economic backwardness of the students.

3. Frequent interruptions in power supply and voltage fluctuations associated with the grid system of KSEB, affecting the functioning of labs and library.

Opportunities

1. Fast growing economy of the country would create a large number of opportunities in every sphere of economic activity. This may open up opportunities for our students in the areas of higher education, research and other sectors.

2. As majority of students are from socially and economically weaker segments of the society, the College can act as a spring board for

7.8.**Plans of institution for next year**

> ❖ T o encourage students to online submission of assignments.
>
> ❖ To elevate more departments to research centres.
>
> ❖ To encourage teachers to take steps for seminars, conferences, workshops and minor/major research projects.
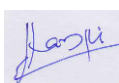
Conclusion

As far as SreeNarayana College, Sivagiri, Varkala, is concerned, the academic year 2014-15 has marked yet another major milestone in its history, especially in terms of academic, research and co-curricular activities and achievements. During this year, the college has been preparing itself for the second phase of NAAC re-accreditation, and the college could submit the Self Study Report (SSR) in partial fulfilment of the requirements for re-accreditation. All this was possible due to the prevailing cooperation, goodwill, and understanding among all the stakeholders of the college.

Name Dr. V.S Thampidas   *Name*   Dr. R. Raveendran

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

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Annexure I

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCSS	-	Choice Based Credit and Semester System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission
WWS	-	Walk with a Scholar

SSP   -   Scholar Support Programme

FLAIR   -   Fostering Linkages in Academic Innovations and Research

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ANNEXURE II (2.15-Academic Calendar 2015-16)

SREE NARAYANA COLLEGE

SIVAGIRI, VARKALA

ACADEMIC CALENDAR FOR THE YEAR 2015-16

MONTH	WEEK	ACTIVITY
June	I	College reopens-college council meeting-staff meeting-department meetings-allotment of portions-finalization of department timetables-nominations of group tutors-submission of department timetables to the principal-model examination of UG S4 students.
	II	Submission of semester wise teaching plans to HoDs-nomination of conveners/members of clubs/committees-meeting of group tutors-second set of testpapers to PGS2 students-Display of CA marks of PG S4 students.
	III	Constitution of department level monitoring committee-nomination of faculty advisors-display of CA marks of UG S4 students-university examination for UG S4 students.
	IV	UG S4 university examination continues-NAAC meeting-assignments of duties regarding NAAC files to departments-commencement of NCC/NSS activities-admission for first BA/B.SC/B.Com- Conduct of second set of testpaper for PG S2 students.
July	I	College council meeting-admission of first BA/B.SC/B.Com continues-meetings of conveners and members of clubs/committees to discuss and finalize the action plan. Declaration of the results of second set of testpaper of PG S2 students.
	II	Commencement of first and fifth semester UGclasses-college council meeting-notification of college union election. University examination for PG S4 classes.
	III	Model examination for UG S2 students-awareness class regarding open courses for UG S5 students. Display of CA marks of PG S2 students.
	IV	University examination for UGS2students-college union election.
August	I	College council meeting-allotment of project/dissertations for UG S5 students- "Know Your College" programme and welcome for UG S1 students
	II	Allotment of assignment topics to UG S1 and S5 students-visit of college level NAACcommittee members to monitor the fileworks in the departments-commencement of UG S3 classes.University examination for PG S2 students.
	III	Commencement of PG S1 classes-NCC/NSS activities/FSA meeting-combined staff meeting to discuss onam celebrations, SreeNarayana Guru Jayanthi and procession from Sivagiri mutt.
	IV	Onam Holidays.
September	I	College council meeting -college reopens after onamholidays-department meetings-commencement of PG S3 classes.
	II	Submission of assignments by UG S1 and S5 students.
	III	Allotment of assignment and seminar topics to PG S3 students.

	IV	Class PTA for UG S1,S3 and S5 students-submission of first set of assignments by PG S3 students.
October	I	College council meeting-submission of assignments by UG S3 students-Allotment of assignment and seminar topics to PG S1 students-observance of Gandhijayanthi-cleaning of campus by students-department meetings-submission of second set of assignments by PG S3 students.
	II	College council meeting-college union and arts club inauguration.submission of first set of assignments by PG S1 students.
	III	submission of second set of assignments by PG S1 students.Conduct of first set of test-paper for PG S1 &S3students-model examination for UG S5 students.
	IV	Publication of results of first set of test-papers of PG S1 &S3 students.
November	I	College council meeting-combined staff meeting of teaching and non teaching staff members for the observance of Founders Day-declaration of results of UG S5 model examination.
	II	Homage to the founder manager late Sri R Sankar-conduct of second set of test papers for PG S1 &S3 students-remedial classes and extension activities.
	III	Model examination for UG S1 and S3 students-display of CA marks of UG S5 students.
	IV	Model examinations continues-publications of results of second set of test-papers of PG S1 &S3 classes.
December	I	College council meeting-university examination for UG S5 students. Display of CA marks of PG S3 classes.
	II	Display of CA marks of UG S1 and S3 classes-University examination for UG S1 and S3 students –Christmas celebrations. Display of CA marks of PG 1classes.
	III	Commencement of UG S5 classes.
	IV	Christmas Holidays-NSS camp.
January	I	College reopens after Christmas holidays-college council meeting-department meetings-commencement of UG S2 and S4 classes.
	II	University examination for PG S3 students.Club activities
	III	Club activities
	IV	Project/dissertations work for UG S6 students-commencement of PG S4 classes.
February	I	College council meeting-allotment of assignment topics for UG S2 and S4 classes-University examination for PG S1 students.
	II	Commencement of PG S2 classes-Allotment of first and second set of assignment and seminar topics to PG S4 classes.

	III	College union activities-.
	IV	Submission of first set of assignment by PG S4 students.
March	I	College council meeting-remedial classes-
	II	Submission of assignments of UG S2 and S4 classes.submission of second set of assignments by PG S4 students.
	III	Conduct of first set of testpaper for PGS4 students and announcement of marks for the participation in mandatory club activities.
	IV	annual sports meet-interdepartmental library checking and submission of report to the principal
April	I	Conduct of second set of testpaper forPGS4 students. Allotment of first set of assignment and seminar topics to PG S2 classes.
	II	Declaration of the results of first set of testpaper of PG S4 students.
	III	Declaration of the results of second set of testpaper of PG S4 students
	IV	Submission of first set of assignments by PG S2 students-Submission of annual report to the Principal-staff day picnic-annual lunch.
May	I	Allotment of second set of assignment and seminar topics to PG S2 classes-
	II	submission of second set of assignments by PG S2 students.
	III	Conduct of first set of testpaper for PG S2 students.
	IV	Declaration of the results of first set of testpaper of PG S2 students

ANNEXURE III – (1.3 Feedback)

SREE NARAYANA COLLEGE, SIVAGIRI, VARKALA

Feedback from students 2015-2016

No.	Parameters	Very good (%)	Good (%)	Satisfactory (%)	Unsatisfactory (%)
1.	Knowledge of the teacher in the subject	92.4	6.6	1	0
2.	Communication Skill	90.46	7.6	1.80	0
3.	Sincerity	94	4.9	1.1	0
4.	Interest generated by the teacher in the subject	86.3	10.84	1.86	1
5.	Accessibility of the teacher in and out of the class	97	3	0	0
6.	Ability to design Quiz/Test/Assignments	87.1	11.3	1.6	0
7.	Overall rating (%)	91.2	7.37	1.23	0.2

SREE NARAYANA COLLEGE, SIVAGIRI, VARKALA

Feedback from parents 2015-2016

No.	Parameters	Very good (%)	Good (%)	Satisfactory (%)	Unsatisfactory (%)
1.	Infrastructure Facilities namely library, laboratory, canteen and other campus facilities	52	30	11	9
2.	Encouragement to students for participation in various co-curricular activities	48	46	6	0
3.	Quality of academic teaching and teaching methods	80	20	0	0
4.	Tutor –Ward System	93	7	0	0
5.	Efforts taken by departments for overall grooming and personality development	60	20	14	6

ANNEXURE-IV (7.2 Innovations and Best Practices)

During the academic year 2015-2016,the following **Action Plan** was formulated

1. To make the activities of Blood donor's club more systematic and effective
2. To continue Mid day meal program sponsored by the FSA
3. To publish college Journal –"Research Essence" and News Letter uninterruptedly
4. To implement projects like WWS , SSP and FLAIR of the Higher Education Council ,Govt. of Kerala
5. To conduct seminars/workshops etc
6. To continue the provision for clean drinking water,rain water harvesting and the mission of keeping the campus free of plastic.
7. To continue language proficiency training and ICT training for ministerial staff
8. To make use of the incinerator as a measure of reducing environmental pollution
9. To celebrate Nobel week by various Departments

Action Taken Report

1. A systematic record of students donating blood and details of beneficiaries is maintained.48 students donated blood during 2015-2016.

2. Through Mid day meal program 35   students are provided lunch   utilizing fund provided by Former Students Association.

3. 3rd   Volume of College journal, Research Essence was published with 9 articles.News Letter of the college was published in May 2016.

4. Selected students of the First year degree from various Departments are given opportunity to participate in WWS and SSP programs.Four students each from Ist and 2nd year

of each Department and thereby 80-students of the college were benefited by WWS program.Weaker students are supported by Scholar Support program and 113 students are benefitted through this. FLAIR is a training program for the young teachers and three teachers of the college could take part in the program.

5. 12 College level and 5 UGC sponsored and 1 STEC sponsored National Seminars were conducted this year also as part of seminar series Trendz.All the Departments participated in this seminar series .The seminar consisted of a forenoon session of invited lectures and an afternoon session of power point presentations by students.

6. Rain water harvesting program continued and the students use the harvested water through separate taps provided.Harvested water is also utilized in laboratories.

7. Students are given strict instructions to avoid the use of plastic in the campus.They are encouraged to pack food materials in tiffin boxes /banana leaves.

8. ICT training was given for the office staff. Language proficiency training to ministerial staff were continued by the teachers of English Department.

9. Incinerator,the Napkin feeder installed last year is well maintained in the ladies rest room as a measure of reducing environmental pollution.

10. College celebrated Nobel week from 16th October to 20th October 2016. Students of Physics,Chemistry,Zoology,Economics and English made their presentation.Gopika M S (IstM.Sc Chemistry)and Archa D S(IIndM.Sc Chemistry) presentedin detail the origin of Nobel prize,itssignificance,names of Nobel laureates in Chemistry,Lady Nobel laureate and Nobel prize family.3 PG students of Economics Department presented the details of Nobel prize winners of Economics for the period from 1969-2000,2000-2010 and 2011-2015..The junior students of various Departments were benefitted out of this program .