



SREE NARAYANA COLLEGE SIVAGIRI

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

SREENIVASAPURAM P.O., VARKALA,
KERALA STATE, PIN: 695 145
E-mail : sncvpr@gmail.com



Ph (Off) : 0470 - 2602362
PP : 0470 - 2611825
Fax : 0470 - 2602362
Mob : 944 753 92 79

Website : sncollegevarkala.org

Dr. BEENAKARUNAKARAN MA, MPhil, PhD.

Professor in charge of Principal

Ref :

Date 11.10.2017

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

ANNUAL QUALITY ASSURANCE REPORT 2016-17

Sir,

Sub:- Submission of NAAC AQAR Report of 16-17-Reg.

Kindly find attached herewith a copy of the AQAR of Sree Narayana College, Sivagiri Varkala for the academic year 2016-17.

Thanking you,

Yours Sincerely,


Principal

SREE NARAYANA COLLEGE, SIVAGIRI, VARKALA

The Annual Quality Assurance Report (AQAR)

2016- 2017

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 2016-17 presented here truly portrays 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, 2016 to June 30, 2017)

Part – A

AQAR for the year

2016-17

1. Details of the Institution

1.1 Name of the Institution

Sree Narayana 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:

Smt. K Susy

Tel. No. with STD Code:

0470-2602362

Mobile:

9446177274

Name of the IQAC Co-ordinator:

Smt. Jubilie S V

Mobile:

9846278301

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)

NAAC/WH/Cert-A & A/EC (10th SC)/46.2/2016
dtd.13.01.2016

1.5 Website address:

www.sncollegevarkala.com

Web-link of the AQAR:

<http://www.sncollegevarkala.com/AQAR2016-17doc>.

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B+	75	2004	5 yrs
2	2 nd Cycle	B	2.65	2015	5yrs
3	3 rd Cycle				
4	4 th 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 NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011))

- i. AQAR 2010-2011 submitted to NAAC on 30.09.2014 (DD/MM/YYYY)4
- ii. AQAR 2011-2012 submitted to NAAC on 30.09.2014
- iii. AQAR 2012-2013 submitted to NAAC on 30.09.2014
- iv. AQAR 2013-2014 submitted to NAAC on 01.10.2014
- v. AQAR 2014-2015 submitted to NAAC on 01-07-2015
- vi. AQAR 2015-2016 submitted to NAAC on 09-09-2016

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 UGC 2(f) UGC 12B

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)

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

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence UGC-CPE

DST Star Scheme CE

UGC-Special Assistance Programme DST-FIST

UGC-Innovative PG programmes (specify)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="6"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="1"/>
2.3 No. of students	<input type="text" value="2"/>
2.4 No. of Management representatives	<input type="text" value="1"/>
2.5 No. of Alumni	<input type="text" value="0"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="1"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="0"/>
2.8 No. of other External Experts	<input type="text" value="1"/>
2.9 Total No. of members	<input type="text" value="12"/>
2.10 No. of IQAC meetings held	<input type="text" value="6"/>

2.11 No. of meetings with various stakeholders: No. 7

Faculty 4 Students 2

Non-Teaching Staff Students

Alumni

Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. tional al S In on Level

(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.
7. Promotion of faculty level research (minor research projects, seminars,

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 2016-17
2. To take necessary steps in order 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 2016-17, there were 2 ongoing projects.

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 year 10 PTA sponsored seminars, and IIQAC 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 2016-17.
10. To bring out yet another volume of the college Journal 'Research Essence'	The journal committee was reconstituted and the initiatives for the publishing of next edition 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 in front of the college.
14. To implement Scheme/project like WWS, SSP, FLAIR etc. Of the Higher Education Council, Govt. Of Kerala	Selected students of 1 st year and 2 nd year degree of various departments are given opportunity to participate in 'Walk With a Scholar' 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 2016-17
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 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

I. 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 = 15 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 years. 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.

No

Criterion – II

2. Teaching, Learning and Evaluation

Total	Asst. Professors	Associate Professors	Professors	Others
61	52	9	0	22

2.1 Total No. of permanent faculty

2.2 No. of permanent faculty with Ph.D.

18

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
8	11								

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

22

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops		32	1
Presented papers	8	12	1
Resource Persons		1	

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

Smart class, Digital class rooms, Peer teaching, Group discussion, Conducting seminars, Conducting Mock interviews,

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

194

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

Nil

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

2.10 Average percentage of attendance of students

97%

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	41		43	50	7	UG-44
	13		85	15		PG-91.4
Chemistry	34		32.35	26.47	14.7	UG-74
	13					PG-92.3
Botany	41		38	32	1	76
Zoology	30		21	46		53
Geology	27	6	29	59	6	63
Maths	43		14	23		50
History	40		-	27	13	15
Economics	115		8	61	31	21.73
Malayalam	47		12	88		37
B.Com	70		18.75	60.4	18.75	68.57
B .Com HM			1	8	14	49

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

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	8
UGC – Faculty Improvement Programme	5
HRD programmes	
Orientation programmes	4
Faculty exchange programme	
Staff training conducted by the university	

Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	2
Others	

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	23			
Technical Staff	1			

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

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		2		
Outlay in Rs. Lakhs		180000		

3.4 Details on research publications

	International	National	Others
Peer Review Journals		12	
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	180000	105000
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total			180000	105000

3.7 No. of books published i) With ISBN No.

Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges

Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

Level	International	National	State	University	College
Number				10	
Sponsoring agencies				PTA	

3.11 No. of conferences

organized by the Institution

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

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

3.16 No. of patents received this year

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

Total	International	National	State	University	Dis	College
NIL	NIL	1	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

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level State level
National level International level

3.25 No. of Extension activities organized

University forum College forum
NCC NSS Any other

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

1. Celebration of environment day on june 5th by planting sapling in the college campus.

2. Regarding conducting cleaning programmes of college and surroundings.
3. One day programme on personality development.
4. Conducting free medical camp for students.
5. Conducting “Nadeel Ulsavam” as a part of paddy cultivation by adopting 1 acre paddy land.
6. “Snehasantwanam” program to give financial support to 45 peoples was organised by NSS unit.
7. Adopting a village “Kanwasrama” the tenth ward of varkala to provide palliative care and educating the people on the importance of hygiene and environmental awareness by the NSS unit.
8. Starting a palliative care unit by the NSS under the guidance of government medical officers.
9. Conducting road safety awareness class.
10. One day training programme on human rights.

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 (€1-0 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	41476	44,32,750	200	56251	41676	4489001
Reference Books	2306	3,00,750	-	-	2306	3,00,750
e- Books	300	21,000	-	-	300	21,000
Journals	30	51,520	12	21380	42	72900
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	Departments	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.)

❖ SPSS Package training to students
❖ GIS Software training to students
❖ MS Office training to teaching and nonteaching staff
❖ Spoken Tutorial
❖ Python LaTeX Programming

4.6 Amount spent on maintenance in lakhs :

i) ICT	125300
ii) Campus Infrastructure and facilities	135750
iii) Equipments	202000
iv) Others	nil
Total :	463050

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
- ❖ Orientation 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
1665	113	5	-

5.3 (a) Total Number of students

(b) No. of students outside the state

0

(c) No. of international students

0

No.	%
1268	71

No.	%
515	29

Men

Women

Last Year					This Year						
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
374	310	4	177	10	1775	338	311	2	1124	12	1783

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

Dropout %: 1.9%

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

- ❖ The career Guidance cell of the college provides free coaching class to students to prepare for various competitive examinations
- ❖ Financial assistance provided by faculty members on their personal behalf to deserving students for procurement of study materials for competitive examinations
- ❖ Book lending schemes

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT

IAS/IPS etc State PSC UPSC Others

5.6 Details of students counseling and career guidance

- ❖ The career Guidance cell of the college provides free coaching class to students to prepare for various competitive examinations
- ❖ Financial assistance provided by faculty members on their personal behalf to deserving students for procurement of study materials for competitive examinations
- ❖ Book lending schemes

162

No. of students benefited

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
3	34	10	12

1. The Human Rights forum organized one day training program on “Human rights”
2. Women study Unit organized a training programme on “Jewellery and Bag making” and a special lecture on “Women and Crisis management.”
3. A special programme organized under Women’s study unit was the “Guruvandanam”

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 National level international level

No. of students participated in cultural events

State/University level National level international level

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

Sports: State/University level National level international level

Cultural: State/University level

National level

international level

5.10 Scholarship and Financial Support

	Number of students	Amount
Financial support from institution	12	1,10,000/-
Financial support from government	958	3752060/-
Financial support from other sources	25	50000 /-
Number of students who received International/National recognitions	-	-

5.11 Students organized/ initiatives

Fairs : State/University level

National level

International level

Exhibition: State/University level

National level

International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievance of students (if any) redressed: NIL

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, Sree Narayana Guru.

6.2 Does the Institution has a management Information System

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

6.3.1 Curriculum Development

The college follows 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 is 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 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's research 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 No

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 made 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.
5. Introduced Bhoomithrasena club for the protection of environment.

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-60 tree saplings planted. Incinerator installed in the ladies rest room give protection from the toxic gases evolved during the combustion of napkins in open air

7.5 Whether environmental audit was conducted? Yes No

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

<p>SWOC</p> <p>Strength</p> <ol style="list-style-type: none">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. <p>Weakness</p> <ol style="list-style-type: none">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. <p>Opportunities</p> <ol style="list-style-type: none">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.
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7.8.Plans of institution for next year

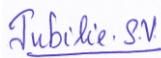
1. To promote students for online submission of assignments.
2. To elevate more departments to research centres.
3. To encourage teachers to take steps for seminars, conferences, workshops and minor/major research projects.
4. Time bound completion of curricular and co-curricular activities as per the IQAC prepared year plan.

Conclusion

As far as Sree Narayana College, Sivagiri, Varkala, is concerned, the academic year 2016-17 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 Smt. Jubilie S V

Name Smt. K Susy



Signature of the Coordinator, IQAC



Signature of the Chairperson, IQAC

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

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.
	II	Submission of semester wise teaching plans to HoDs-nomination of conveners/members of clubs/committees-meeting of group tutors.
	III	Constitution of department level monitoring committee-nomination of faculty advisors- internal examination for UG S4 students.
	IV	NCC/NSS activities- first BA/B.SC/B.Com started- university exam for UG S4 students
July	I	University exam for UG S4 students continues.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.
	II	Commencement of first and fifth semester UGclasses-internal examination for PG S4 classes.
	III	University exam for PG S4 students-council meeting-discussion of open courses for UG S5 students.
	IV	University examination for UGS2students-college union election.
August	I	College council meeting-allotment of project/dissertations for UG S5 students- Internal examination for PG S2 students.
	II	Allotment of assignment topics to UG S1 and S5 studentsUniversity examination for PG S2 students.
	III	University exam for PG S2 students- commencement of ug S3classes
	IV	University exam for PG S2 continues – commencement of PG S1 classes –NCC/NSS activities, FSA meeting.
September	I	Staff meeting to discuss onam celebration and sree narayana guru jayanthi
	II	Onam holidays
	III	College reopens after onam holidays- departmental meeting-commencement of PG classes. Submission of assignment by UG S1 and S5 students.
	IV	Allotment of assignment and seminar topics to PG S3 students-Class PTA for UG S1, S3 and S5 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-departments meetings.
	II	Submission of second set of assignment by PG S1 students
	III	Model Exam for UG S5 students.
	IV	Submission of CE of UG S5 to HODs
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 Homage to the founder manager late Sri.R.Sankar. Conduct of Internal exam for PG S1 &S3 students-remedial classes & extension activities. Display of CE Marks of UG S5.
	III	University Examination of UG S5 students
	IV	Model Examination for UG S3 students. Publication of results of second set of test-papers of PG S1 & S3 classes.
December	I	College Council meeting-Display the Results of CE Marks of UG S3 students. University Examination for UG S3 students. Display of CE Marks of PG S3 Students continues. Model Examination for UG S1 students.
	II	Commencement of UG S6 Classes
	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 S\$ classes.
	II	University examination for PG S3 students. Club activities.
	III	Club activities, Seminars
	IV	Projects/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.annual sports meet-interdepartmental library checking and submission of report to the principal
	IV	Submission of the annual report to the Principal-Staff one day picnic-annual lunch. College closes doe Midsummer vacation on 31.03.2016.

ANNEXURE III – (1.3 Feedback)**SREE NARAYANA COLLEGE, SIVAGIRI, VARKALA****Feedback from students 2016-2017**

No	Parameters	Very Good (%)	Good (%)	Satisfactory (%)	Unsatisfactory (%)
1	Preparation for the Class	84.38	15.42	0.20	-
2	Punctuality in conducting the class	86.70	13.10	0.20	-
3	Planning and Completion of the syllabus on time	84.53	15.16	0.31	-
4	Clarity of presentation	82.08	17.31	0.61	-
5	Quality of language	83.06	16.84	0.10	-
6	Quality of Voice	82.28	17.41	0.31	-
7	Methodology used to impart the knowledge (use of blackboard, charts, teaching aids etc.)	82.27	16.82	0.91	-
8	Active learning methodology used like Group Discussion, Tutorials, Assignments and Seminars, etc.	77.73	21.76	0.51	-
9	Availability to students outside class hours for clarification, counselling, career guidance etc.	77.71	21.98	0.31	-
10	Hi/Her role as a Mentor/ Motivator/ Guide/ Facilitator/ Counsellor.	82.80	17.0	0.20	-

SREE NARAYANA COLLEGE, SIVAGIRI, VARKALA

Feedback from parents 2016-2017

No.	Parameters	Very good (%)	Good (%)	Satisfactory (%)	Unsatisfactory (%)
1.	Infrastructure facilities namely library, laboratory, canteen, and other campus facilities	62	23	12	3
2.	Encouragement to students for participation in various co-curricular activities	56.5	18.5	23	2
3.	Quality of academic teaching and teaching methods	86.6	10.4	3	0
4.	Tutor- Ward System	93.6	4	2.4	0
5.	Efforts taken by departments for overall grooming and personality development	72	22.5	4	1.5

ANNEXURE-IV (7.2 Innovations and Best Practices)

During the academic year 2016-2017, 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.70students donated blood during 2016-2017.
2. Through Mid day meal program 28 students are provided lunch utilizing fund provided by Former Students Association.
3. 4th Volume of College journal, Research Essence was published with 9 articles.News Letter of the college was published in May 2017.

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 1st 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. 10 College level and 1 NHRC 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 2017.
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