YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	SREE NARAYANA COLLEGE, CHATHANNUR
• Name of the Head of the institution	Dr.M.S.LATHA
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04742593312 /9400648068
• Mobile no	9400648068
• Registered e-mail	snchathannur@gmail.com
• Alternate e-mail	iqacchathannoor@gmail.com
• Address	Karamcode P.O., Chathannoor, Kerala 691579
• City/Town	Kollam
• State/UT	Kerala
• Pin Code	691579
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural

• Financial Status	**UGC 2f and 12(B)**
• Name of the Affiliating University	**University of Kerala**
• Name of the IQAC Coordinator	**Dr N B SREEKALA**
• Phone No.	**04742593312**
• Alternate phone No.	**04742593312**
• Mobile	**8547128911**
• IQAC e-mail address	**iqacchathannoor@gmail.com**
• Alternate Email address	**snchathannur@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://sncchathannur.ac.in/2020-2021/
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://sncchathannur.ac.in/academic-calender/

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	**B**	**2.18**	**2016**	**16/09/2016**	**16/09/2021**

6.Date of Establishment of IQAC	**10/06/2013**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution_- SN College Chathannur	NSS	State Government	2022	88,835
Institution_- SN College Chathannur	NCC	State Government	2022	86,700
women's Study Cell	Grant	State Government	2022	25,000
Institution_- SN College Chathannur	Grant	State Government	2022	10,80,845

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**
• Upload latest notification of formation of IQAC	[View File](#)
9.No. of IQAC meetings held during the year	**5**
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	**Yes**
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**
• If yes, mention the amount	
11.Significant contributions made by IQAC during the current year (maximum five bullets)	

1.Result analysis of students & appropriate measures for improvisation delineated. 2.Feedback analysis from all stakeholders 3.Awareness Programme on Intellectual property Rights jointly with KSCSTE-IPRIC-K. 4.Development of AgroPark & Farming Practices 5.Orientation programme for faculties and Administrative Staff.	

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
Collaborations with other institutions with formal MoU's	The college has signed 5 MoU's with recognized institutions.
Academic Audit	The IQAC conducted Academic audit in the month of March and necessary suggestions were directed as part of it.
Career Guidance Programme	The Department of Mathematics organized a webinar on "Career Opportunities in Mathematics" for the students.
Installation of solar panel for energy conservation	A solar panel has been installed in the college premises thereby reducing the dependency on conventional electricity system.
Measures for setting up rain harvesting system	Proper rain harvesting pits and bunds have been made at different locations of the campus.
Landscaping	Vanamaholsavam: The NSS unit, Nature club and 'BhoomithraSena' in association with the Kerala State Forest Department planted tree saplings to create a mini forest inside the college premise Agro Park: A joint venture of the college with Krishi Bhavan and ChirakkaraGramapanchayath for paddy cultivation, corn cultivation and setting up of a vegetable garden. Cashew Tree Planting: The NSS unit and

	Nature Club in association with "ThanalorukkamVilavedukkam" Programme of City Police planted fifty cashew saplings in the college premise.
Replacing normal light bulbs with LED	LED bulbs are used instead of normal light bulbs due to its high energy saving efficiency.
Community Development Programmes	The NSS unit of the college in association with the local government has adopted a village, where the NSS volunteers are engaged in palliative care services. The NSS volunteers are given proper palliative care training by Ithikkara Block and CHC Kalakkode. Other programmes like Blood donation camps, eye check up camps, tobacco abuse awareness classes etc are conducted during the academic year. Apart from this, organic vegetables harvested within the campus are sold at Cooperative society markets.
Gender equity	The Women's cell, Ethics club and IQAC jointly conducted programmes spreading awareness on different gender-based issues. Webinars on "Changing role and status of women in family", "Women and human rights", "Team Building" etc were conducted.

13.Whether the AQAR was placed before statutory body?	Yes

- Name of the statutory body

Name	Date of meeting(s)
College Council	15/12/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022	14/02/2023

15.Multidisciplinary / interdisciplinary

A multi-disciplinary and holistic learning environment is influential to the academic endeavours of the college. The college offers programmes in the fields of arts, commerce, and science. The curriculum designed by the University of Kerala follows a multi-disciplinary approach by including open elective courses in all undergraduate programmes as well as coherent postgraduate programmes. Students receive an orientation on the open courses they choose and the curriculum across the stream. Designed programmes aim to enable graduates to become experienced problem solvers who use their specialized knowledge and collaborate in an interdisciplinary manner. Several interdisciplinary seminars, webinars, discussions, and related competitions take place, putting students in a living arena.

16.Academic bank of credits (ABC):

17.Skill development:

The institution always give priority for the students to develop beneficial skills which will prepare them seek employment or turn out to be entrepreneurs. The UGC had sanctioned and approved in commencing NSQF certificate course in Diploma Course in GST & Income Tax Practitioner in Commerce Department and Advanced Diploma course in Molecular & Drug Docking in Chemistry Department. There are diverse skill enhancement courses that have been introduced to the students which includes a 10 day workshop on "Tally Prime Accounting Software" organized jointly with Skillspark Pvt Ltd, training session on Yoga organised by the NSS unit of the college, a workshop that provides hands-on training on handwash & mask making organized by ED Club, a webinar on "Importance of soft-skills & professional skills in day to day life & job opportunities in the current scenario" conducted by Department of Mathematics in association with

Department of Commerce & AVODHA Edu-Tech, a webinar on "Personality Development" and a training on "Kick-boxing & Self Defence" organized by Women's Cell and Sree Narayana Studies Forum. A soft skill development programme on English Proficiency was also conducted for students by the Spoken English Forum.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

The college nurtures the integration of Indian Knowledge systems along with the curricular and co-curricular activities.

1. Few courses offered by B.A. history curriculum deals with the Indian heritage and culture.
2. Bilingual mode of teaching-learning process is adopted in classrooms.
3. Classes are provided to students who opted Hindi as second language by the Department of Hindi in developing effective Hindi communication skills and grammatical knowledge.
4. Reading week was celebrated in connection with National Reading Day by the Department of Malayalam to inculcate reading habits in students.
5. International Mother Tongue Day was observed to uphold the legacy of our land.
6. Celebrating different festivals in the campus helps in instilling values and knowledge of rich Indian culture.
7. The college also provides an opportunity to students in performing various traditional art forms by conducting Arts Day.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

The college adheres to the syllabus designed by the University of Kerala, where each programme has a precise learning outcome. It presumes on completing a programme, each student would accomplish a level of proficiency in the course, considered as yard stick of achievement. The syllabus clearly mentions about the outcomes of each course in each programme. Students are apprised regarding these outcomes at the time of admission as well as during the induction programme. It is also mandatory for the faculties to follow the guidelines specified in the syllabus. All the relevant details concerning the programme are made available on the college website.

20.Distance education/online education:
The faculties used a variety of technological tools and platforms, including Zoom, Google Meet, Google Classroom etc., to provide an efficient teaching-learning process throughout the COVID-19 pandemic. Assignments, examinations, seminars, and other forms of student evaluation were all done online. Online platforms were used to organize a number of student engagement programmes, including webinars, group discussions, and related competitions. The faculty members used Google Classroom to deliver study materials to the students. The blended learning practises continue to be used even after the college has resumed.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**206**

File Description	Documents
Data Template	[View File](#)

2.Student

2.1 Number of students during the year	**617**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**141**

File Description	Documents
Data Template	[View File](#)

2.3 Number of outgoing/ final year students during the year	**242**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**34**

File Description	Documents
Data Template	View File

3.2 Number of sanctioned posts during the year	**28**

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	**21**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**1,82,84,647**
4.3 Total number of computers on campus for academic purposes	**80**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Affiliated to the University of Kerala, the college adheres to the curriculum designed as per the University norms. The CLMC prepares a detailed academic schedule following the University's Academic Calendar while the departments outline the workload and create a general schedule to meet the course outcomes. The teachers maintain

a work diary to document the pace of portion completion. Learner-centric methods like peer learning, discussions, seminars etc are used complementary to the lecture method. The college follows a Continuous Internal Evaluation system consisting of evaluation tools like Internal tests, assignments & seminars. Based on the performance of students, slow and advanced learners are provided with ample support and guidance. Lectures of eminent academics from other organizations are arranged to expose students to the recent developments in the subject. Apart from these, study tours, internships and industrial visits are also arranged for students to improve their practical knowledge. PTA meetings are periodically arranged to resolve grievances related to the curriculum & its delivery and feedback is received to make necessary improvisations. The IQAC conducts review meetings to monitor the progress of each department. There is active monitoring by the management through cyclical academic audits and a feedback system for quality assurance.

File Description	Documents
Upload relevant supporting document	[View File]()
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The college's academic calendar complies with the academic calendar and regulations issued by the University of Kerala, so as to ensure optimal allocation of various college level curricular and co-curricular activities in the academic year. The college has adopted the CBCS system for CIE since 2010. The IQAC and Departments follow guidelines chalked out during Academic Council meetings to prepare proper action plans. The faculty members prepare their lesson plan by incorporating the requirements of the prescribed syllabus. The Head of each department monitors the portion completion based on the lesson plan. There is a well-defined and documented process for the conduct of Continuous Internal Evaluation (CIE). Post assessment, the performance of the students is analyzed and remedial measures are taken. Teachers guide the students regarding the End Semester University Examinations by providing previous year questions and doubt clearing sessions. Regular PTA meetings are conducted to inform the parents regarding the performance and assessment details of their ward. Grievances and suggestions are taken into account and are resolved by DLMC. The CLMC headed by the Principal conducts

review meetings to analyze the progress of students in each semester and provides appropriate suggestions for improvisation.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	**Nil**

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University   **B. Any 3 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View File](#)
Any additional information	**No File Uploaded**

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

7

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	**No File Uploaded**

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

6

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

281

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

The institution strives hard to provide a strong value-based holistic development of the students through various curricular and co-curricular activities. The University of Kerala mandates a curriculum that reinforces social, ethical and environmental aspects. The curriculum includes compulsory subjects related to "Environmental Studies". The NSS, Nature Club and Bhoomitrasena

focuses on activities that maintains the eco-friendly atmosphere of the college and deeply evoke environmental awareness among the students by arranging talks, and celebrating Ozone Day, Environment Day, Science Day etc. NSS and NCC along with Women's cell and Ethics club work hard to disseminate the importance of gender equality and humanitarian considerations among the students. The curriculum for B. Com Finance has incorporated a course related to professional ethics- "Methodology and perspectives of business education" that offer a holistic, inclusive and integrated outlook to business. The ED Club in association with Investment Awareness Club organized a webinar on "Intrapreneurs – A Road map to Successful Organisation". The Department of commerce conducts "Earn while you learn" programme, enabling the students to grab right career opportunities.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

250

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

250

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

C. Any 2 of the above

File Description	Documents
URL for stakeholder feedback report	https://sncchathannur.ac.in/feedback/
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://sncchathannur.ac.in/feedback/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

217

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

170

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The students are valued on the basis of marks obtained for plus two and an entry test is also conducted. The special coaching classes and remedial coaching classes are designed for bridging the gap. Financially disadvantaged students are given financial aid to purchase study materials, books etc. Scribes are also provided by the Institution for the candidates for the University Examinations.

Strategies adopted for slow learners

1. Remedial
2. Group study system.
3. Academic and personal counselling
4. Class tests are conducted

5. Simple and standard lecture notes/course materials

6. Peer teaching and Cross teaching

7. Confidence building lectures

8. Training and informative sessions

9.Soft Skill Development programs.

Strategies for the advanced learners

1 Skill Development Programme

2. The MOOC Courses – Swayam

3. Provision of additional learning and reference material

4. Assignment and Student Seminars.

5. In -house competitions such as Debate, Group Discussion, and Quiz Programmes.

6.Extra-curricular activities, exhibitions and cultural competitions.

7. NET /JRF coaching and mock tests

8.Advanced reference books

9.Awareness programmes on academic research

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
19	1

File Description	Documents
Any additional information	[View File](#)

2.3 - Teaching- Learning Process

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

. Teaching-learning methods adopted by the faculty members include

Lecture Method, Interactive Method, Project-based Learning, Computer-assisted Learning, Experiential Learning, etc. The Teaching-learning activities are made effective through illustration and special lectures. Lessons are taught through PowerPoint presentations to make learning interesting besides oral presenting methods. The various means such as Audio- Visual methodology, Language Lab, Google Classroom, Industrial Visits, Field Work and Projects should be imparted .

The department conducts innovative programs which stimulate the creative ability of students and provide them a platform to nurture their problem-solving skills and ensure participative learning. The department Implements student-centric methods of enhancing the lifelong learning skills of students.

1.Experiential Learning:

Add on programs

- Laboratory Sessions

- Industrial Visits

2.Participatory Learning:

, students participate in seminars, group discussions, wallpapers, projects, and skill-based add-on courses.

- Annual cultural program.

- Regular Quizzes

- Seminar Presentation

3.Problem-solving methods:

•Regular assignments based on problems

- Mini Project development

- Regular Quizzes

- Case studies discussion

- Class presentations,Inter college events

4. Interactive methods:

The faculty members motivate student participation in group discussion, role-play, subject quiz, news analysisetc.The entrepreneurship club enhances with hands-on training, and workshops for students to inculcate "Entrepreneurial Culture.

File Description	Documents
Upload any additional information	**No File Uploaded**
Link for additional information	**Nil**

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

It is essential for the students to learn and master the latest technologies in order to be corporate and competitive ready. For the purpose, teachers are combining technology with traditional mode of instruction to engage students in long term learning and also uses Information and Communication Technology (ICT) in education to support, enhance, and optimize the proper delivery of education among students. The following tools are used by the faculties

ICT Tools:

1. Projectors

2. Desktop

3. Printers.

4. Photocopier machines - Multifunction printers

5.Scanners- Multifunction printers

6. Seminar Room- The seminar halls are equipped with all digital facilities.

7. Smart Board

8. Online Classes through Zoom, Google Meet, Microsoft Team, Google Classroom)

9. MOOC Platform

10.PowerPoint presentations

Online quiz- Faculties prepare online quiz for students after the completion of each unit with the help of GOOGLE FORMS.

Online competitions- Various technical events and management events such as Poster making, Ad-mad show, Project presentations, Business quiz, Debates, paper presentations etc. are being organized with the help of various Information Communication Tools.

Workshops- Teachers use various ICT tools for conducting workshops on latest methods such as SPSS, GST, MOOC , Tally prime etc.

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	**No File Uploaded**

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

34

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	[View File](#)
Circulars pertaining to assigning mentors to mentees	[View File](#)
Mentor/mentee ratio	[View File](#)

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

28

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

14

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

170

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Our college holds a standard system of conducting internal examination for the students. The schedule of the internal

examination is decided at the beginning of the session, in the form of academic calendar and is made available on the college website and notice-boards of the departments. The exam is planned and conducted like the University examination. The charge of Internal examination is vested to one permanent faculty of the college and held responsible for the collection, compilation and documentation of records from each department. The various evaluation techniques such as allotting assignments of relevant topic, seminar presentation, internal written exams are implemented. The performance of the student is evaluated and communicated to the students through the tutor and the result is displayed in the notice board of each department.Internal assessment of examination is helpful for upgrading the students' academic success and are conducted by the institution to evaluate student performance of theory and practical. Various mechanisms such as College level Monitoring Committee, Question Paper Setting, Conduct of Examination, Result display and Interaction with students regarding their internal assessment are introduced for making the internal assessment system a powerful tool The seminar presentation improves the communication skills of the students .

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

. At the commencement of each semester, the HoD and Tutor of the concerned class introduced and informed about the various components.s. The time table for internal assessment test schedules are depicted by the university is communicated to the students in advance. The HOD evaluate and analyzed the corrected answer scripts on random basis. If any grievances arise out of evaluating the answer scripts by the students, they will be reported immediately to the DLMC, CLMC and corrective actions are taken.The complied mark list as prepared by the tutor will be displayed .

For lab courses, the marks/grade scored by the student for each experiment is indicated in the observation/record. The end examination for the laboratory and projects shall be conducted with internal and external examiners appointed from the other colleges as decided by the University.

Redressal of grievances at institute level:

1. **Departmental Level: The faculty performed the continuous evaluation of students by way of giving theory lectures, labs, assignments, unit tests.**
2. **College Level: The College appoints a permanent faculty as Chief Superintendent for smooth conduction of examinations.**
3. **Redressal of grievances at University level: The queries related to results, corrections in mark sheets, other certificates issued by university**

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	**Nil**

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The schedule and the criterion are followed as per the stipulations and norms prescribed by the University of Kerala. To ensure proper conduct of formative tests, invigilators are assigned to each hall. Evaluation is done by the concerned faculty handling subject faculty members within one week from the date of examination. The HOD evaluate and analysed the corrected answer scripts on random basis to ensure the standard evaluation process and then are distributed to the students for verification. If any grievances arise out of evaluating the answer scripts by the students, it will be reported immediately to the DLMC, CLMC and corrective actions are taken immediately. The complied mark list as prepared by the tutor will be displayed on the notice board.

For lab courses, the marks/grade scored by the student for each experiment is indicated in the observation/record. The independent learning, practical approach to the real-time applications is tested by viva voce for laboratory courses. The end examination for the laboratory and projects shall be conducted with internal and external examiner appointed from the other colleges as decided by the University.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	**Nil**
Upload COs for all Programmes (exemplars from Glossary)	[View File](#)

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

University has developed an efficient mechanism to measure the attainment of the Programme outcomes,A well-defined Outcome Based Education Manual has been developed for both Faculties & Students, defining the parameters & procedures for evaluating the assessment on the basis of defined Learning Outcome. The level of attainment of Program Outcomes, Program Specific Outcomes and Course Outcomes are measured using various indicators throughout the semester of the academic year.

key indicators :

1.End Semester University Examination: The students are required to take examinations set by the university.

2. Internal Assessment: The Internal Assessment constitutes 25% for PG and 20% for UG weightage of the total marks (100) in each subject. The students are given assignments, seminars, internal exam exams for PG course and assignments.

3. Practical Assessment/ External Assessment: It is evaluated by inviting external experts appointed by the university to evaluate each student by conducting Practical examinations, and taking Viva-Voce and evaluating the practical files.

4. Result Analysis: At the end of each semester, result analysis of each course is carried out using bar charts indicating the percentage of students falling in different categories of CGPA obtained.

5. Internships: Students are encouraged to take up internships, projects, fieldwork,

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

161

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://sncchathannur.ac.in/wp-content/uploads/2022/03/SSS-20212022.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

NIL

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**
List of endowments / projects with details of grants(Data Template)	**No File Uploaded**

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

2

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	<u>View File</u>

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Innovation in the field of educational service is a contemporary requirement and the institution has responded its best to this

transformation. The college promotes innovative practices despite financial and infrastructural constraints.

(1)Entrepreneurship Development Cell of Sree Narayana College Chathannur conducts various seminars, workshops and skill development classes among students to provide insight into the possible avenues for self – employment and becoming successful entrepreneurs.

(2) Gurukulam, an initiative of Ethics Committee, was formed last year with the objective of ensuring physical and mental development and career opportunities in children.

(3) Guruvandanam

(4) Investment club is formed with the objective of making students aware about the need to start financial planning at a very young age itself.

(5) AGROPARK an initiative under Nature Club and Bhoomitra Sena utilized the unused land and harvested various crops like wheat, banana,paddy,peas,sugarcane,sweet corn, vegetables etc.w

(6) LA REVEUSE-The Nobel Talk is organized to introduce and educate students about the works won 2021 Nobel Prizes and life and journey of the Nobel laureates that led to this prodigious achievement.

(7) MOOC is used among some teachers as part of innovative learning practice

(8) The NCC and NSS wings of the college are very active,

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

8

File Description	Documents
Report of the event	[View File]()
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	[View File]()

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

5

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	[View File]()
Any additional information	**No File Uploaded**

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

7

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	[View File]()

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

6

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	[View File](#)

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Sree Narayana College, Chathannur has conducted several extension and outreach programs.

These programs helped sensitise the students towards their responsibilities and duties within

society.

NSS Unit organized 'Eye checking Camp' in the College. NSS volunteers visited nearby houses and gave awareness classes about eye care and the importance of eye donation. People from the college ward came to the NSS camp to check their eyes and essential medicines were provided.

The NSS unit distributed wheelchairs, waterbeds, diapers, cotton, etc to the most deserving families located near to our college campus.

The NSS unit organised a Blood Donation Camp in association with the All Kerala Blood Donors

Society, Government Medical College Kollam.

The NSS unit from the college collaborated with Ithikkara Block and CHC Kalakkode to organise secondry palliative training.

Volunteers from the NSS unit visited Thanal, an old age home at Kundara and distributed meals to the inmates.

Volunteers from the NSS unit visited Anandatheeram ,a centre for mentally challenged children and provided food items for the children.

Members of Women Cell Unit visited St Vincent Perumpuzha ,an old age and distributed meals to the inmates.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

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

11

File Description	Documents
Any additional information	[View File](#)
Number of awards for extension activities in last 5 year (Data Template)	[View File](#)
e-copy of the award letters	**No File Uploaded**

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

22

File Description	Documents
Reports of the event organized	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	[View File](#)

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

1052

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

46

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

5

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The Institution has adequate infrastructure and physical facilities for teachinglearning.viz., classrooms, laboratories, computing equipment etc. we havefour well equipped laboratories which include three Chemistry labs and a physics lab. Practical classes have been conducting in these laboratories, as per the requirements of the university curriculum and here we are using sophisticated instruments and lab equipments. The lab equipments are purchased on the decisions taken by the college council on the requirement list given by the department heads

Our college library is having a good collection of books, journals, periodicals. We have the collection of books on various streams comprising Chemistry, Physics, Mathematics, Accounting, Banking, Finance, History, Economics, Computer science, language and General books. It is open to all students and teachers from 9.am to 5 pm on all working days.As sports and games are essential for a healthier human life , our college is giving importance to sports and games along with academic activities. Our college is providing good class room facilities to students admitted in this college.. A well-established women's hostel with an amazing ambiance is functioning in the college campus to accommodate girls coming from non-commutable far off places within the district or outside .

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Our college have a well maintained campus which spreads over 28 acres of lush green land which include two play grounds. In order to ensure all-round development of our students, sports and extra-curricular activities as included along with academic activities. We have a spacious and well equipped Sports room, where students can play indoor games like chess, caroms etc., also students and faculties meditate and practice yoga here. An expert physical education teacher is available in our college for guiding the students in games and sports activities. College teams are selected to take part in state level and University level competitions and other intercollegiate competitions. Inter department level Sports competitions are conducted in every year and the winners are awarded .The outdoor games which our college focuses, include shuttle badminton, volley ball, Football ,cricket, kabaddi, kho-kho etc

Students are encouraged to participate in various cultural events held in the college like Technical fests, fresher's Day, Food Fest, Annual Sports Day, Annual Day, Farewell etc., to exhibit cultural talents. Students in this college are actively participating in intercollegiate competitions like dances, skits, mimicries etc.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

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

7

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<u>View File</u>

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

1,82.84,647

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template	[View File](#)

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The General Library is located in the prime area in the campus that is accessible to all sorts of students. Over the years, the library has been stacked with the latest updated books which are carefully chosen for the use of the staff and the students. It functions as a strategic institutional asset that develops and delivers new methods of creating and supporting knowledge resources in the college. The college has a full-fledged automated well-equipped library using the software EMBASE, It includes automated gate entry system and automated issue return system. The college library is the major source of information. Its primary function is to deliver information services and resources to its user community. The library follows Dewey Decimal Classification (DDC) and is automated with software EMBASE. Library offers access to INFLIBNET N-LIST programme, which is a vast repository of online journals and e-books. The college library is functioning under the guidance of the library advisory committee. The committee consists of the principal as chairman, the librarian as secretary, selected faculty members and students representatives as members.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional Information	**Nil**

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

`E. None of the above`

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	**No File Uploaded**

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

`35,000`

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	[View File]()

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

`33`

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	**No File Uploaded**

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Institution frequently updates its IT facilities including Wi-Fi IT facilities are very much essential and this plays a vital role in the current educational system. For the execution of digital education in our institution, we have been facilitated with four,well ventilated Smart class rooms with green boards, white boards, LCD projector and goodseating facility for learners.The campus has been enabled internet service with 100 Mbpsbandwidth on 24x7 supports, providing access to knowledge and learning resources, keepingin line with demand from students and faculty. WiFi Access points were deployed across thecampus in both academic blocks and hostel blocks for accessing internet service in workinghours in order to enable students and faculty to stay connected and access the academiccontent, anywhere in the campus. The Technical Committee constitutes the department headsand all the system staffs will work under one roof taking care of the Network, Hardware,Software, Projector and Ups maintenance activities of the Institution. In this connection emailids are created for the queries related to system services, Network issues and Hardware issues. Annual Maintenance of IT equipments& UPS are done periodically by the Technicians and the same is monitored by the Technical committee.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

80

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	[View File](#)

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

1.82.84.647

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[View File](#)

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

College has been utilizing funds from Management and PTA for upgrading and maintaining the support facilities in college campus. In order identify the needs, we have regular meeting of various monitoring committees and the decision taken by the committees are forwarded to the Principal for the final approval. In laboratories we are maintaining Stock register for chemicals, equipments, apparatus, and furniture and regularly these registers are supervised by HoD of concerned department. Services of expert lab attendants are ensured at all labs in the campus. Repairing, maintenance of equipments and annual calibrations of equipments are also done periodically by the experts. Lab rules are displayed in the laboratories for safe handling of chemicals and laboratory apparatus. Frequent maintenance of class rooms and laboratories are done and is monitored by concerned department HODs. Our college is having a well maintained library. Yearly auditing is conducted and shortages of books are being noted and the list of required books is

forwarded by the concerned department HoD to the principal for approval.As sports and games are essential for the students, our college is giving importance to sports and games along with academic activities. We have two play grounds with adequate facilities.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

45

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<u>View File</u>

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

8

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

208

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

208

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student

A. All of the above

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

19

File Description	Documents
Self-attested list of students placed	[View File](#)
Upload any additional information	**No File Uploaded**
Details of student placement during the year (Data Template)	[View File](#)

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

71

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of student progression to higher education	<u>View File</u>

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

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

11

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<u>View File</u>

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

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

15

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	*View File*
Number of awards/medals for outstanding performance in sports/cultural activities at univer sity/state/national/international level (During the year) (Data Template)	*View File*

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The College Union which is constituted each year in accordance with the University rules and regulations. The Student Union Executive Committee comprises Chairperson, ViceChairperson, General Secretary, Magazine Editor, two University Union Councilors, two Lady Representatives and Arts Club Secretary. The members are elected through a fair election process, conducted as per the guidelines issued by the University of Kerala. The Students' Union organizes various cultural, literary and sports activities under the leadership of the Union Chairman & team Student representation in Administrative Bodies. The Principal and Staff advisor help the Student Council in its activities and also guide and supervise the functioning of the College Union. Students Council functions for the benefits of the students and the College. Under the guidance of the staff advisor, they conduct co- curricular activities throughout the year. The Union Inauguration, Fresher's Day, Arts festival, Onam and X'mas celebration; Awareness programmes, Annual Sports Meet etc. are the activities conducted by the union. Students regularly supply food packets for inmates of a nearby orphanage and to patients and by-standers of RCC Thiruvananthapuram .The NSS and NCC units with massive student participation helps the various community-oriented activities of the college under Community Outreach Programmes.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

32

File Description	Documents
Report of the event	View File
Upload any additional information	**No File Uploaded**
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Alumni of 2011-14 B.Com batch gathered on 31st January 2021 at 10.30 am . The program was presided by Principal Dr. MS Latha. Welcome speech was delivered by Smt. Biji B (Assistant Professor &Treasurer of Alumni Association, S N College , Chathannnur) . Dr A Rajasekaran (Fomer Faculty of Commerce Department) felicitated the function. Vote of thanks delivered by prajith (Alumni Member) . Alumni B.Com Batch 2011-14 contributed 15 plants to college hostel as a part of Hostel beautification. On 29 august they contribute 100 food packet to Karunalayam orphanage. On 1st September 2021 they gave food packet to Samudratheeram Oldage Home. On 8 th May 2022 1993-95 Pre Degree Batch organizes their reunion as "27 YEAR REUNION ALONG WITH THEIR GURU'S" at Seminar Hall from 110am to 4 pm. This Alumni batch honor the former teachers and present teachers and gave mementos. In this program welcome speech was delivered . Dr. Sony Kunjappan (Professor , Central University of Gujarath), welcome speech was delivered by Dr. MS Latha . In this programme all the former teachers and their students share their past memorable days. The former teachers participated in that programme.

File Description	Documents
Paste link for additional information	https://sncchathannur.ac.in/alumni/
Upload any additional information	[View File](#)

5.4.2 - Alumni contribution during the year (INR in Lakhs)   E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

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

Vision: Sree Narayana College, Chathannur established in the year 1981 aims to realize Sree Narayana Guru's thoughts" Become liberated through education, Be enlightened". The institution established under the Sree Narayana Trusts , Kollam keeps imparting knowledge to the entire society based on Guru's egalitarian principle that there is no distinction between people. By education Sree Narayana Guru meant the process of making one able and qualified for a better living in this world. Realizing the eternal significance of Sree Narayana Guru and his teaching, the institution aims at moulding a society of morally awakened, intellectually accomplished and socially committed citizens with humanitarian views.

MISSION: The mission of our institution is to impart quality education to students as well as to equip them according to the latest requirements. The institution also aims to ennoble our character by the progressive and harmonious developments of our physical, mental, intellectual and spiritual powers and impart it to all around for their welfare and prosperity.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

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

Vision: Sree Narayana College, Chathannur established in the year 1981 aims to realize Sree Narayana Guru's thoughts" Become liberated through education, Be enlightened". The institution established under the Sree Narayana Trusts , Kollam keeps imparting knowledge to the entire society based on Guru's egalitarian principle that there is no distinction between people. By education Sree Narayana Guru meant the process of making one able and qualified for a better living in this world. Realizing the eternal significance of Sree Narayana Guru and his teaching, the institution aims at moulding a society of morally awakened, intellectually accomplished and socially committed citizens with humanitarian views.

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File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Curriculum Development- Since the Institution is affiliated to Kerala University, the curriculum and syllabi of the affiliated University have been adopted. Faculty members are involved in course

restructuring and revision committees constituted by the Kerala University, thereby enabling the faculty to contribute towards the curriculum development, even within the affiliation system.

Teaching and Learning- Teaching and Learning: The following are the strategies adopted for Teaching and Learning, A well planned course hand-out for each subject prepared with objectives and learning outcomes.

Examination and Evaluation- Every department conducts continuous evaluation through periodic weekly tests, assignments, quiz and pre final exams.

Research and Development- As research is an integral part of Institutional development, there are various opportunities provided to develop research culture.

Library, ICT and Physical Infrastructure / Instrumentation- College spreads across 28 acres of land. Wifi facility is installed in the campus helped to strengthen the use of internet facility for learning process.

Human Resource Management- Human Resource Management: Faculty members are encouraged to attend refresher courses/faculty development programmes to update their knowledge in the respective subjects.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The Organizational Structure of the College consists of the Management, Governing body, the Principal, the teaching staff, the non-teaching staff and the students.

The Sree Narayana Trusts manages and regulates the functioning of

the institution.

The College Council comprising of the Principal, Heads of various departments,

elected representatives of teaching staffs, office Superintendent, PTA secretary and IQAC coordinator which meets frequently to discuss issues relating to the overall development of the College.

Internal Quality Assurance Cell (IQAC) which works towards realisation of the goals of quality enhancement and sustenance.

Student Council meetings are held regularly to address the student related issues and organizing extracurricular activities through various Cultural Societies.

Recruitment Procedure

The vacancies may arise from retirement, transfer or under circumstances of availing leave of existing staff.

Procedure for Promotion/Career Advancement

The University has established a Performance Based Appraisal System (PBAS) for promotion purposes of teaching staff.

Adherence to Service Rules

All the staff in the college are bound to abide by the Kerala Service Rules (KSR), formulated and published by the Finance Department, Government of Kerala.

Grievance Redressal Mechanism

There is a grievance Redressal mechanism in the college.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the institution webpage	**Nil**
Upload any additional information	**No File Uploaded**

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination   **A. All of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user inter faces	**No File Uploaded**
Any additional information	<u>View File</u>
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<u>View File</u>

6.3 - Faculty Empowerment Strategies

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

Leave Benefits

15 days of casual leave and 20 half-pay leave are provided in every year to both teaching and non-teaching staff. Commuted leave is also granted on the basis of medical certificate. Duty leaves of maximum 30 days to the teaching staff are provided. staff can avail a Maternity Leave and Paternity can avail for female and male staffs.

Retirement Benefits

GPF (General Provident Fund) , CPF: In accordance with the University guidelines,. Gratuity NPS (Encashment of Earned Leave is also implemented. State life insurance , Group insurance scheme -are provided to the staff of the college as per the service rules

Medical Benefits

Health Check-up Camps are regularly organized by the College in tie-ups with hospitals.

Loan Benefits

Both the teaching and non-teaching staff can avail Loan facilities as per Government rules.

Quick Provident Fund Loan Facility – 100% of those who applied have availed the benefit.

Faculty Development Programmes

Faculty Development programmes for skill up-gradation and training are organized for both

teaching and non-teaching staff. An orientation on Revised NAAC accreditation process and ICT were organised for the teaching faculties.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

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

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	**No File Uploaded**

6.3.3 - Number of professional development /administrative training programs organized by the

institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

2

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

11

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Our institution has a very good performance appraisal mechanism. All the Teachers record their academic activities in the work diary and monitored by the Heads of the Department and the Principal of the institution. Student' academic performance and their feedback reports are also considered for evaluating performance of faculties.Department meetings were conducted in the beginning of each academic year for distributing the teaching modules to each concerned faculty and is monitored by the HOD The College Council monitors the performance of each faculty through monthly meetings.

The faculty feedback mechanism mainly emphasises the subject knowledge, communication skills, interactive lectures, discussions, usage of ICT in teaching-learning process, effective classroom management and timely completion of syllabus.

The IQAC of the College collects annual and evaluation reports prepared and submitted by each department and adequate suggestions were made to improve the performance of each teachers.

The non-teaching staff are assessed periodically. Reports on office functioning are prepared by the Office Superintendent and submitted to the Principal and evaluated in the Committee consisting of the Principal, IQAC Coordinator. The Committee suggests recommendations and solutions in achieving economy in matters of finance as well as efficacy, after careful perusal of the report.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The mechanisms used to monitor effective and efficient use of financial resources are as below:

Before the commencement of every financial year, principal submits a proposal on budget allocation, by considering the recommendations made by the heads of all the departments,

The expenses will be monitored by the accounts department as per the budget allocated by the management. The depreciation costs of various things purchased in the preceding years are also worked out. The institution is subject to auditing by DCE in all financial matters. Accounts of the Funds received other than management contributions are prepared in the College office and audited as per the norms of the UGC, the Government and the University. The external audit of the funds from the Government is done by a Government. The audit of funds contributed by the Management is done internally and externally. PTA fund and other funds are audited externally. Rectifications regarding audit objections were done by the college. All these mechanisms exhibit the transparency being maintained in financial matters and adherence to financial discipline to avoid defalcation of funds of the institution at all levels. The audited statement is signed by the authorities of the management and chartered accountant.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

1,00,000

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Institutional strategies for mobilization of funds and the optimal

utilization of resources

Our college maintains & follows a well-planned process for the mobilization of funds and resources. Funds are mobilized from College management, alumni, PTA, faculties and the Government. The College has a planning and purchase committees headed by the Principal with senior faculties and Head Accountant. Different committees of Faculty are appointed by the Principal for utilizing every fund received at the college. The committees prepare a budget by considering the expenditure needed for the coming year and try to collect funds for the same. The committees are assisted by the Superintendent and the Head Accountant of the college to utilize the fund suitably through proper channels including PFMS. Funds utilized by the college are audited. Institute has designed some specific rules for the fund usage and resource utilization. The optimal utilization is ensured through encouraging innovative teaching-learning practices. The available physical infrastructure is optimally utilized beyond regular college hours, to conduct remedial classes, project and research activities, co-curricular activities/extra-curricular activities, parent teacher meetings.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The college strives to build a generation of quality students by emphasizing quality education through innovative, inclusive and flexible education policy. The IQAC schedules meetings, directs, implements, and assesses the college's functioning in order to serve as an effective and efficient internal coordinating and monitoring mechanism. Institutionalizing the following has resulted in notable quality improvements:

- Academic Audit: The college conducts an academic audit once a year. The IQAC and CLMC prepare an academic plan at the start of each academic session and compile departmental plans, including extension activities, collaborations, workshops, etc. Later, each department's academic progress is reviewed and assessed.

- **ICT infrastructure:** IQAC encourages faculties to utilize ICT in teaching methodologies and recommended improving ICT infrastructure and Wi-Fi facility.
- **Feedback Analysis:** The feedback received from the stakeholders is considered significant and used to improve the teaching-learning environment fruitfully.
- **Green campus:** The IQAC jointly with NSS, NCC, Nature club, Bhoomitrasena and local government implemented diverse green practices. Plastic-free campus, Clean campus drive, usage of energy efficient light bulbs, renewable energy, proper solid waste management, landscaping, etc. are some of the green practices in the campus. The flagship programme- "Agro Park" was a successful event along with "Thanolurukkam Vilavedukkam" & "Vanamaholsavam"

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC constantly assesses and takes steps to improve the quality of the teaching learning process. The CLMC headed by the Principal draws up a detailed academic schedule in accordance with the Academic Calendar published by the University of Kerala. The academic calendar is made available in the website at the beginning of each academic year. Each department in the college functions according to the teaching plan, course plan prepared at the department level. IQAC provides input of quality benchmarks through team work and persistent efforts. Details regarding the conduct of examinations, assessment tools for the students and uploading of internal marks to the University are scrutinized by the IQAC on time. One of the major aspects of the IQAC is academic review through periodical meetings. Review meetings are conducted by the IQAC to monitor the progress of each department in terms various academic events. Feedbacks are collected from the stakeholders viz, Students, Teachers & Parents, to understand their perception regarding the functioning of college- its curricular & co-curricular

activities. The teachers and students interact regarding the changes in the curriculum, novel teaching methods, and ICT used. Through this review system, the IQAC observed the continuous progression in teaching-learning process.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://sncchathannur.ac.in/annual-report/
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Upload details of Quality assurance initiatives of the institution (Data Template)	**No File Uploaded**

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Encouraging a culture among the youth that highly values equity and inclusiveness leads to strong obligation and transformation of the society. The college strives to provide a vibrant and inclusive intellectual community, including a safe and supportive working and learning environment for people of all gender. The Women Cell & Ethics Committee together conducted the following programmes:

- **To raise an awareness about the status and dignity of women among students, INTERNATIONAL WOMEN'S DAY was celebrated on 8th March 2022 by the Women's cell & Ethics Committee.**
- **STRESS MANAGEMENT TIPS- A seminar on "how to live a stress-free life in today's competitive and demanding society?" organized by the Women's Club in association with SAKHI.**
- **PERSONALITY DEVELOPMENT PROGRAMME- presented by Women's Cell and KSWDC.**
- **To understand the status of women and equal responsibilities shared by both men & women, a webinar on "CHANGING ROLE AND STATUS OF WOMEN IN FAMILY", was handled by Adv. Lekshmi Priya, SAKHI One Stop Centre.**
- **An awareness webinar on "WOMEN AND HUMAN RIGHTS" was conducted to elucidate legal protections, governmental schemes etc to girls and women.**
- **An informative session on "TEAM BUILDING" presented by KSWDC and Women's Club provided a complete perspective of team formulation**

File Description	Documents
Annual gender sensitization action plan	https://sncchathannur.ac.in/sensitization-of-students/
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	**Nil**

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures   Solar energy   Biogas plant Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system

Hazardous chemicals and radioactive waste management

The college imparts quality environment opportunities for inclusive growth through diverse programmes which are germane and receptive to the needs of a rural and educationally backward society. The college strives to maintain green protocol all across the premise and encourages students to incorporate them into day-to-day activities. The college wisely follows the 3R's of waste management- Reduce, Reuse & Recycle. A two-bin system of solid waste management is practiced. The campus is declared a "No Plastic Zone". In the case of liquid waste management, wastewater is utilized to water plants and trees. In laboratories, Green chemistry principles are followed by the Department of Chemistry to amplify efficiency and reduce hazardous effects on human health and environment. Overall management of repairs, maintenance, and disposition of lab wastes are done as per the laboratory rules. A range of green practices was implemented by the students and staff like practicing organic farming, conservation of water bodies, promoting waste literacy, etc. The NSS & Nature club authorities undertake various outdoor programmes where students engage in volunteering to reduce plastic littering and promote green habits among households. Green Campus initiatives, Clean Campus Drives and Green Belt foster an eco-friendly atmosphere on the campus.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	**No File Uploaded**

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
Any other relevant information	[View File](#)

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

A. Any 4 or All of the above

1. **Restricted entry of automobiles**
2. **Use of bicycles/ Battery-powered vehicles**
3. **Pedestrian-friendly pathways**
4. **Ban on use of plastic**
5. **Landscaping**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage

A. Any 4 or all of the above

including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The college have orchestrated several programmes creating an inclusive environment for the growth and well-being of students. Commemorative days of national importance such as Independence day, Republic day, National Unity day, Kargil Vijay Diwas, National Teachers day etc are observed to uphold the historical values of our country. The college provides opportunities for students to explore India's multi-cultural traditions by celebrating events such as Onam, Christmas, Eid, Diwali, Holi, Kerala Piravi etc. The linguistic development of students is monitored through the observance of Reading week, International mother tongue day etc, and publication of college magazines, encouraging them to pen down words in the form of stories, poems and essays. To inculcate the values of social responsibility in students, the NSS adopted a village with the help of Local government and equipped them with ample support and palliative care. Apart from these, Cancer awareness week, Aids day, Blood donation camps, Eye check-up camps, interaction with different doctors and counsellors are arranged by the NSS. The Green campus initiative of the college has instilled the importance of environment & sustainability in the minds of young generation. To stimulate their interest in agriculture, "AGRO PARK" has been successfully implemented in the campus.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Several events are organized to mould students and faculty to become responsible citizens at the college. To impart knowledge and values of our country, days of significance such as Republic Day, Independence Day, Kargil Vijay Diwas, National Unity Day, Constitution Day etc are commemorated. As part of the 75th Independence Day of India, "Azadi Ka Amrit Mahotsav" was extensively celebrated by all the students and staff with programmes such as Campus cleaning drives, Quizzes, Debates and poster-making competitions.

In keeping with the Fundamental duties described in the Constitution, the college initiated the green campus drive where the aesthetics of the campus is maintained through the observance of World Environment Day, World Forest Day, World Ozone Day etc and flagship programmes such as Agro Park, Vanamaholsavam and Thanalorukkam Vilavedukkam.

Gender equity and sensitization are ensured on the campus under the auspices of the NSS, Ethics club and Women's club through observing days like Women's day and associated activities such as seminars, debates, and lectures of eminence.

Realising values are essential for progressive human behaviour, the college places great emphasis on democracy, and secularism and nurtures a milieu in which students and staff take pride in their cultural legacy.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://sncchathannur.ac.in/sensitization-of-students/
Any other relevant information	**Nil**

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff   4. Annual awareness programmes on Code of Conduct are organized

A. All of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Commemorating days, events and festivals of national & international significance fosters a spirit of camaraderie, unity, patriotic fervour and universal well-being among the students and staff. To commemorate the valour, spirt and momentous contributions of historical figures, Independence Day, Republic Day, Kargil Vijay Diwas, Gandhi Jayanti, National Unity Day, Constitution Day, National Teachers Day, National Sports Day etc are observed by arranging Flag hoisting ceremony, cultural events, cleanliness drives and creative competitions. Every year, Hiroshima and Nagasaki Day are observed to mark the anniversary of the nuclear bombing of Japanese cities by the US in 1945. Festivities like Onam, Kerala

Piravi, Christmas, Holi help the students to appreciate and attune themselves to the wide-ranging cultural values. The Nature club, Bhoomitrasena, NSS and NCC jointly promotes awareness on sustainable environment among the college by celebrating World Environment day, International Ozone day, World Forest day etc. To raise an awareness about the status and dignity of women among students, the International Women's Day is celebrated with enthusiasm under the auspices of the Women's cell. National Science Day, Fibonacci Day and National Mathematics Day are celebrated to stimulate scientific temper and generate affinity towards science among the inter and intra departmental students.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	[View File](#)
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

1. GREEN CAMPUS INITIATIVES:

   - OBJECTIVES: Preserve the ecology of the campus through organic farming, agroforestry, proper waste management.
   - CONTEXT: NSS, NCC, Nature club along with the support of all the departments and the Local government has organized diverse programmes.
   - PRACTICE: "AGRO PARK"- a partnership of the college with Krishi Bhavan and Chirakkara Grama panchayath. "Vanamaholsavam"- construction of a mini forest within the campus. "Thanalorukkam Vilavedukkam" Programme of City Police planted fifty cashew saplings on the campus.
   - EVIDENCES OF SUCCESS: The crops once ripe were harvested and sold in the nearby cooperative society markets.
   - PROBLEMS ENCOUNTERED: The expense to convert the barren land into an arable land were the biggest challenge.

1. ANNAM BRAHMAM/ POTHICHORU –

   - OBJECTIVES: Provide nutritious meal to the students from

deprived classes.

- CONTEXT: Majority share of the students is socio-economically backward in nature, so the socio-economically well-off students bring homely food for their classmates who are in need.
- PRACTICE: The Departments & Ethics Committee figured out the number of needy students. Others brought the food packets, and distributed to the needy ones.
- EVIDENCE OF SUCCESS: Attendance of the students has increased. Most of them continued their studies.
- PROBLEMS ENCOUNTERED: Identification of the deserving candidates.

File Description	Documents
Best practices in the Institutional website	https://sncchathannur.ac.in/our-activities/best-practices/
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The college has long-term planning for growth and development that is reflected in its Perspective Plan. The Principal and IQAC coordinator consider the quality indicators of certain criteria determined by NAAC. Also, the framework of plan is inclined towards the development of the college that refers to quality sustenance and quality enrichment.

1) INFRASTRUCTURE: As part of Infrastructural developments, the institution with the help of its Management extends its facilities by constructing a new three-storeyed building with proper Laboratory facilities and additional classrooms. Provide resources required for use of technology to provide online course contents, video lectures, etc.

2) INSTITUTION: Introduce new courses, upgrade the existing Post Graduate Departments to Research Departments. Enhance the academic performance of students for higher studies.

3) LINKAGES: Form MOUs with Corporates and Industry Associations. Enable placements, internship, training, etc. for the students. Strengthen relationship of Alumni with the Institution.

4)LEARNING RESOURCES: Upgrade library resources to include digital content; Promotion of research culture among faculty and students.

5) TEACHING LEARNING AND EVALUATION: Focus more on the student-centric teaching-learning process. Evaluation of teaching and learning with the assistance of stakeholder feedback.

6) OTHER INITIATIVES: Introduce job-oriented and skill-based courses; give additional thrust to Campus Placements Initiatives.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Affiliated to the University of Kerala, the college adheres to the curriculum designed as per the University norms. The CLMC prepares a detailed academic schedule following the University's Academic Calendar while the departments outline the workload and create a general schedule to meet the course outcomes. The teachers maintain a work diary to document the pace of portion completion. Learner-centric methods like peer learning, discussions, seminars etc are used complementary to the lecture method. The college follows a Continuous Internal Evaluation system consisting of evaluation tools like Internal tests, assignments & seminars. Based on the performance of students, slow and advanced learners are provided with ample support and guidance. Lectures of eminent academics from other organizations are arranged to expose students to the recent developments in the subject. Apart from these, study tours, internships and industrial visits are also arranged for students to improve their practical knowledge. PTA meetings are periodically arranged to resolve grievances related to the curriculum & its delivery and feedback is received to make necessary improvisations. The IQAC conducts review meetings to monitor the progress of each department. There is active monitoring by the management through cyclical academic audits and a feedback system for quality assurance.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The college's academic calendar complies with the academic calendar and regulations issued by the University of Kerala, so as to ensure optimal allocation of various college level curricular and co-curricular activities in the academic year. The

college has adopted the CBCS system for CIE since 2010. The IQAC and Departments follow guidelines chalked out during Academic Council meetings to prepare proper action plans. The faculty members prepare their lesson plan by incorporating the requirements of the prescribed syllabus. The Head of each department monitors the portion completion based on the lesson plan. There is a well-defined and documented process for the conduct of Continuous Internal Evaluation (CIE). Post assessment, the performance of the students is analyzed and remedial measures are taken. Teachers guide the students regarding the End Semester University Examinations by providing previous year questions and doubt clearing sessions. Regular PTA meetings are conducted to inform the parents regarding the performance and assessment details of their ward. Grievances and suggestions are taken into account and are resolved by DLMC. The CLMC headed by the Principal conducts review meetings to analyze the progress of students in each semester and provides appropriate suggestions for improvisation.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	**No File Uploaded**

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

7

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	**No File Uploaded**

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

6

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

281

File Description	Documents
Any additional information	[View File](#)
Details of the students enrolled in Subjects related to certificate/Add-on programs	[View File](#)

1.3 - Curriculum Enrichment

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

The institution strives hard to provide a strong value-based holistic development of the students through various curricular and co-curricular activities. The University of Kerala mandates a curriculum that reinforces social, ethical and environmental aspects. The curriculum includes compulsory subjects related to "Environmental Studies". The NSS, Nature Club and Bhoomitrasena focuses on activities that maintains the eco-friendly atmosphere of the college and deeply evoke environmental awareness among the students by arranging talks, and celebrating Ozone Day, Environment Day, Science Day etc. NSS and NCC along with Women's cell and Ethics club work hard to disseminate the importance of gender equality and humanitarian considerations among the students. The curriculum for B. Com Finance has incorporated a course related to professional ethics- "Methodology and perspectives of business education" that offer a holistic, inclusive and integrated outlook to business. The ED Club in association with Investment Awareness Club organized a webinar on "Intrapreneurs – A Road map to Successful Organisation". The Department of commerce conducts "Earn while you learn" programme, enabling the students to grab right career opportunities.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	[View File](#)

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

250

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

250

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**C. Any 2 of the above**

File Description	Documents
URL for stakeholder feedback report	https://sncchathannur.ac.in/feedback/
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	**No File Uploaded**
Any additional information	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	https://sncchathannur.ac.in/feedback/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

217

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

170

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The students are valued on the basis of marks obtained for plus two and an entry test is also conducted. The special coaching classes and remedial coaching classes are designed for bridging

the gap. Financially disadvantaged students are given financial aid to purchase study materials, books etc. Scribes are also provided by the Institution for the candidates for the University Examinations.

Strategies adopted for slow learners

1. Remedial
2. Group study system.
3. Academic and personal counselling
4. Class tests are conducted

5. Simple and standard lecture notes/course materials

6. Peer teaching and Cross teaching

7. Confidence building lectures

8. Training and informative sessions

9.Soft Skill Development programs.

Strategies for the advanced learners

1 Skill Development Programme

2. The MOOC Courses – Swayam

3. Provision of additional learning and reference material

4. Assignment and Student Seminars.

5. In -house competitions such as Debate, Group Discussion, and Quiz Programmes.

6.Extra-curricular activities, exhibitions and cultural competitions.

7. NET /JRF coaching and mock tests

8.Advanced reference books

9.Awareness programmes on academic research

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
19	**1**

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

. Teaching-learning methods adopted by the faculty members include Lecture Method, Interactive Method, Project-based Learning, Computer-assisted Learning, Experiential Learning, etc. The Teaching-learning activities are made effective through illustration and special lectures. Lessons are taught through PowerPoint presentations to make learning interesting besides oral presenting methods. The various means such as Audio- Visual methodology, Language Lab, Google Classroom, Industrial Visits, Field Work and Projects should be imparted .

The department conducts innovative programs which stimulate the creative ability of students and provide them a platform to nurture their problem-solving skills and ensure participative learning. The department Implements student-centric methods of enhancing the lifelong learning skills of students.

1.Experiential Learning:

Add on programs

• Laboratory Sessions

• Industrial Visits

2.Participatory Learning:

, students participate in seminars, group discussions, wallpapers, projects, and skill-based add-on courses.

- Annual cultural program.

- Regular Quizzes

- Seminar Presentation

3.Problem-solving methods:

•Regular assignments based on problems

- Mini Project development

- Regular Quizzes

- Case studies discussion

- Class presentations,Inter college events

4. Interactive methods:

The faculty members motivate student participation in group discussion, role-play, subject quiz, news analysisetc.The entrepreneurship club enhances with hands-on training, and workshops for students to inculcate "Entrepreneurial Culture.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

It is essential for the students to learn and master the latest technologies in order to be corporate and competitive ready. For the purpose, teachers are combining technology with traditional mode of instruction to engage students in long term learning and also uses Information and Communication Technology (ICT) in education to support, enhance, and optimize the proper delivery of education among students. The following tools are used by the faculties

ICT Tools:

1. Projectors

2. Desktop

3. Printers.

4. Photocopier machines - Multifunction printers

5.Scanners- Multifunction printers

6. Seminar Room- The seminar halls are equipped with all digital facilities.

7. Smart Board

8. Online Classes through Zoom, Google Meet, Microsoft Team, Google Classroom)

9. MOOC Platform

10.PowerPoint presentations

Online quiz- Faculties prepare online quiz for students after the completion of each unit with the help of GOOGLE FORMS.

Online competitions- Various technical events and management events such as Poster making, Ad-mad show, Project presentations, Business quiz, Debates, paper presentations etc. are being organized with the help of various Information Communication Tools.

Workshops- Teachers use various ICT tools for conducting workshops on latest methods such as SPSS, GST, MOOC , Tally prime etc.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

34

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	[View File](#)
Circulars pertaining to assigning mentors to mentees	[View File](#)
Mentor/mentee ratio	[View File](#)

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

28

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	[View File](#)
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

14

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

170

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Our college holds a standard system of conducting internal examination for the students. The schedule of the internal examination is decided at the beginning of the session, in the form of academic calendar and is made available on the college website and notice-boards of the departments. The exam is planned and conducted like the University examination. The charge of Internal examination is vested to one permanent faculty of the college and held responsible for the collection, compilation and documentation of records from each department. The various evaluation techniques such as allotting assignments of relevant topic, seminar presentation, internal written exams are implemented. The performance of the student is evaluated and communicated to the students through the tutor and the result is displayed in the notice board of each department.Internal assessment of examination is helpful for upgrading the students' academic success and are conducted by the institution to evaluate student performance of theory and practical. Various mechanisms such as College level Monitoring Committee, Question Paper

Setting, Conduct of Examination, Result display and Interaction with students regarding their internal assessment are introduced for making the internal assessment system a powerful tool The seminar presentation improves the communication skills of the students .

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

. At the commencement of each semester, the HoD and Tutor of the concerned class introduced and informed about the various components.s. The time table for internal assessment test schedules are depicted by the university is communicated to the students in advance. The HOD evaluate and analyzed the corrected answer scripts on random basis. If any grievances arise out of evaluating the answer scripts by the students, they will be reported immediately to the DLMC, CLMC and corrective actions are taken.The complied mark list as prepared by the tutor will be displayed .

For lab courses, the marks/grade scored by the student for each experiment is indicated in the observation/record. The end examination for the laboratory and projects shall be conducted with internal and external examiners appointed from the other colleges as decided by the University.

Redressal of grievances at institute level:

1. Departmental Level: The faculty performed the continuous evaluation of students by way of giving theory lectures, labs, assignments, unit tests.
2. College Level: The College appoints a permanent faculty as Chief Superintendent for smooth conduction of examinations.
3. Redressal of grievances at University level: The queries related to results, corrections in mark sheets, other certificates issued by university

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	**Nil**

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The schedule and the criterion are followed as per the stipulations and norms prescribed by the University of Kerala. To ensure proper conduct of formative tests, invigilators are assigned to each hall. Evaluation is done by the concerned faculty handling subject faculty members within one week from the date of examination. The HOD evaluate and analysed the corrected answer scripts on random basis to ensure the standard evaluation process and then are distributed to the students for verification. If any grievances arise out of evaluating the answer scripts by the students, it will be reported immediately to the DLMC, CLMC and corrective actions are taken immediately. The complied mark list as prepared by the tutor will be displayed on the notice board.

For lab courses, the marks/grade scored by the student for each experiment is indicated in the observation/record. The independent learning, practical approach to the real-time applications is tested by viva voce for laboratory courses. The end examination for the laboratory and projects shall be conducted with internal and external examiner appointed from the other colleges as decided by the University.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	**Nil**
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

University has developed an efficient mechanism to measure the attainment of the Programme outcomes,A well-defined Outcome Based Education Manual has been developed for both Faculties & Students, defining the parameters & procedures for evaluating the assessment on the basis of defined Learning Outcome. The level of attainment of Program Outcomes, Program Specific Outcomes and Course Outcomes are measured using various indicators throughout the semester of the academic year.

key indicators :

1.End Semester University Examination: The students are required to take examinations set by the university.

2. Internal Assessment: The Internal Assessment constitutes 25% for PG and 20% for UG weightage of the total marks (100) in each subject. The students are given assignments, seminars, internal exam exams for PG course and assignments.

3. Practical Assessment/ External Assessment: It is evaluated by inviting external experts appointed by the university to evaluate each student by conducting Practical examinations, and taking Viva-Voce and evaluating the practical files.

4. Result Analysis: At the end of each semester, result analysis of each course is carried out using bar charts indicating the percentage of students falling in different categories of CGPA obtained.

5. Internships: Students are encouraged to take up internships, projects, fieldwork,

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

161

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	**No File Uploaded**
Paste link for the annual report	**Nil**

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://sncchathannur.ac.in/wp-content/uploads/2022/03/SSS-20212022.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

NIL

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**
List of endowments / projects with details of grants(Data Template)	**No File Uploaded**

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

2

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	[View File](#)

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Innovation in the field of educational service is a contemporary requirement and the institution has responded its best to this transformation. The college promotes innovative practices despite financial and infrastructural constraints.

(1)Entrepreneurship Development Cell of Sree Narayana College Chathannur conducts various seminars, workshops and skill development classes among students to provide insight into the possible avenues for self – employment and becoming successful entrepreneurs.

(2) Gurukulam, an initiative of Ethics Committee, was formed last year with the objective of ensuring physical and mental development and career opportunities in children.

(3) Guruvandanam

(4) Investment club is formed with the objective of making students aware about the need to start financial planning at a very young age itself.

(5) AGROPARK an initiative under Nature Club and Bhoomitra Sena utilized the unused land and harvested various crops like wheat, banana,paddy,peas,sugarcane,sweet corn, vegetables etc.w

(6) LA REVEUSE-The Nobel Talk is organized to introduce and educate students about the works won 2021 Nobel Prizes and life and journey of the Nobel laureates that led to this prodigious achievement.

(7) MOOC is used among some teachers as part of innovative learning practice

(8) The NCC and NSS wings of the college are very active,

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

8

File Description	Documents
Report of the event	[View File](#)
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	[View File](#)

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

5

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	**No File Uploaded**

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

7

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

6

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Sree Narayana College, Chathannur has conducted several extension and outreach programs.

These programs helped sensitise the students towards their responsibilities and duties within

society.

NSS Unit organized 'Eye checking Camp' in the College. NSS volunteers visited nearby houses and gave awareness classes about eye care and the importance of eye donation. People from the college ward came to the NSS camp to check their eyes and essential medicines were provided.

The NSS unit distributed wheelchairs, waterbeds, diapers, cotton, etc to the most deserving families located near to our college campus.

The NSS unit organised a Blood Donation Camp in association with the All Kerala Blood Donors

Society, Government Medical College Kollam.

The NSS unit from the college collaborated with Ithikkara Block and CHC Kalakkode to organise secondry palliative training.

Volunteers from the NSS unit visited Thanal, an old age home at Kundara and distributed meals to the inmates.

Volunteers from the NSS unit visited Anandatheeram ,a centre for mentally challenged children and provided food items for the children.

Members of Women Cell Unit visited St Vincent Perumpuzha ,an old age and distributed meals to the inmates.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

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

11

File Description	Documents
Any additional information	[View File](#)
Number of awards for extension activities in last 5 year (Data Template)	[View File](#)
e-copy of the award letters	**No File Uploaded**

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

22

File Description	Documents
Reports of the event organized	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	[View File](#)

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

1052

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

46

File Description	Documents
e-copies of related Document	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

5

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The Institution has adequate infrastructure and physical facilities for teachinglearning.viz., classrooms, laboratories, computing equipment etc. we havefour well equipped laboratories which include three Chemistry labs and a physics lab. Practical classes have been conducting in these laboratories, as per the requirements of the university curriculum and here we are using sophisticated instruments and lab equipments. The lab equipments are purchased on the decisions taken by the college council on the requirement list given by the department heads

Our college library is having a good collection of books, journals, periodicals. We have the collection of books on various streams comprising Chemistry, Physics, Mathematics, Accounting, Banking, Finance, History, Economics, Computer science, language and General books. It is open to all students and teachers from 9.am to 5 pm on all working days.As sports and games are essential for a healthier human life , our college is giving importance to sports and games along with academic activities. Our college is providing good class room facilities to students admitted in this college.. A well- established women's hostel with an amazing ambiance is functioning in the college campus to accommodate girls coming from non- commutable far off places within the district or outside .

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Our college have a well maintained campus which spreads over 28 acres of lush green land which include two play grounds. In order to ensure all-round development of our students, sports and extra-curricular activities as included along with academic activities. We have a spacious and well equipped Sports room, where students can play indoor games like chess, caroms etc., also students and

faculties meditate and practice yoga here. An expert physical education teacher is available in our college for guiding the students in games and sports activities. College teams are selected to take part in state level and University level competitions and other intercollegiate competitions. Inter department level Sports competitions are conducted in every year and the winners are awarded .The outdoor games which our college focuses, include shuttle badminton, volley ball, Football ,cricket, kabaddi, kho-kho etc

Students are encouraged to participate in various cultural events held in the college like Technical fests, fresher's Day, Food Fest, Annual Sports Day, Annual Day, Farewell etc., to exhibit cultural talents. Students in this college are actively participating in intercollegiate competitions like dances, skits, mimicries etc.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

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

7

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

1,82.84,647

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template	[View File](#)

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The General Library is located in the prime area in the campus that is accessible to all sorts of students. Over the years, the library has been stacked with the latest updated books which are carefully chosen for the use of the staff and the students. It functions as a strategic institutional asset that develops and delivers new methods of creating and supporting knowledge resources in the college. The college has a full-fledged automated well-equipped library using the software EMBASE, It includes automated gate entry system and automated issue return system. The college library is the major source of information. Its primary function is to deliver information services and resources to its user community. The library follows Dewey Decimal Classification (DDC) and is automated with software EMBASE. Library offers access to INFLIBNET N-LIST programme, which is a vast repository of online journals and e-books. The college library is functioning under the guidance of the library advisory committee. The committee consists of the principal as chairman, the librarian as secretary, selected faculty members and students representatives as members.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional Information	**Nil**

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**E. None of the above**

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	**No File Uploaded**

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

35,000

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	[View File](#)

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

33

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	**No File Uploaded**

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Institution frequently updates its IT facilities including Wi-Fi IT facilities are very much essential and this plays a vital role in the current educational system. For the execution of digital education in our institution, we have been facilitated with four,well ventilated Smart class rooms with green boards, white

boards, LCD projector and goodseating facility for learners.The campus has been enabled internet service with 100 Mbpsbandwidth on 24x7 supports, providing access to knowledge and learning resources, keepingin line with demand from students and faculty. WiFi Access points were deployed across thecampus in both academic blocks and hostel blocks for accessing internet service in workinghours in order to enable students and faculty to stay connected and access the academiccontent, anywhere in the campus. The Technical Committee constitutes the department headsand all the system staffs will work under one roof taking care of the Network, Hardware,Software, Projector and Ups maintenance activities of the Institution. In this connection emailids are created for the queries related to system services, Network issues and Hardware issues. Annual Maintenance of IT equipments& UPS are done periodically by the Technicians and the same is monitored by the Technical committee.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

4.3.2 - Number of Computers

80

File Description	Documents
Upload any additional information	**No File Uploaded**
List of Computers	**No File Uploaded**

4.3.3 - Bandwidth of internet connection in the Institution	**A. ? 50MBPS**

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	[View File](#)

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

1.82.84.647

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

College has been utilizing funds from Management and PTA for upgrading and maintaining the support facilities in college campus. In order identify the needs, we have regular meeting of various monitoring committees and the decision taken by the committees are forwarded to the Principal for the final approval. In laboratories we are maintaining Stock register for chemicals, equipments, apparatus, and furniture and regularly these registers are supervised by HoD of concerned department. Services of expert lab attendants are ensured at all labs in the campus. Repairing, maintenance of equipments and annual calibrations of equipments are also done periodically by the experts. Lab rules are displayed in the laboratories for safe handling of chemicals and laboratory apparatus. Frequent maintenance of class rooms and laboratories are done and is monitored by concerned department HODs. Our college is having a well maintained library. Yearly auditing is conducted and shortages of books are being noted and the list of required books is forwarded by the concerned department HoD to the principal for approval.As sports and games are essential for the students, our college is giving importance to sports and games along with academic activities. We have two play grounds with adequate facilities.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

45

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<u>View File</u>

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

8

File Description	Documents
Upload any additional information	<u>View File</u>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<u>View File</u>

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

208

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

208

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

19

File Description	Documents
Self-attested list of students placed	[View File](#)
Upload any additional information	**No File Uploaded**
Details of student placement during the year (Data Template)	[View File](#)

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

71

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of student progression to higher education	[View File](#)

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

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

11

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<u>View File</u>

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

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

15

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	<u>View File</u>
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<u>View File</u>

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The College Union which is constituted each year in accordance with the University rules and regulations. The Student Union Executive Committee comprises Chairperson, ViceChairperson,

General Secretary, Magazine Editor, two University Union Councilors, two Lady Representatives and Arts Club Secretary. The members are elected through a fair election process, conducted as per the guidelines issued by the University of Kerala. The Students' Union organizes various cultural, literary and sports activities under the leadership of the Union Chairman & team Student representation in Administrative Bodies. The Principal and Staff advisor help the Student Council in its activities and also guide and supervise the functioning of the College Union. Students Council functions for the benefits of the students and the College. Under the guidance of the staff advisor, they conduct co- curricular activities throughout the year. The Union Inauguration, Fresher's Day, Arts festival, Onam and X'mas celebration; Awareness programmes, Annual Sports Meet etc. are the activities conducted by the union. Students regularly supply food packets for inmates of a nearby orphanage and to patients and by-standers of RCC Thiruvananthapuram .The NSS and NCC units with massive student participation helps the various community-oriented activities of the college under Community Outreach Programmes.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

32

File Description	Documents
Report of the event	[View File](#)
Upload any additional information	**No File Uploaded**
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	[View File](#)

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Alumni of 2011-14 B.Com batch gathered on 31st January 2021 at 10.30 am . The program was presided by Principal Dr. MS Latha. Welcome speech was delivered by Smt. Biji B (Assistant Professor &Treasurer of Alumni Association, S N College , Chathannnur) . Dr A Rajasekaran (Fomer Faculty of Commerce Department) felicitated the function. Vote of thanks delivered by prajith (Alumni Member) . Alumni B.Com Batch 2011-14 contributed 15 plants to college hostel as a part of Hostel beautification. On 29 august they contribute 100 food packet to Karunalayam orphanage. On 1st September 2021 they gave food packet to Samudratheeram Oldage Home. On 8 th May 2022 1993-95 Pre Degree Batch organizes their reunion as "27 YEAR REUNION ALONG WITH THEIR GURU'S" at Seminar Hall from 110am to 4 pm. This Alumni batch honor the former teachers and present teachers and gave mementos. In this program welcome speech was delivered . Dr. Sony Kunjappan (Professor , Central University of Gujarath), welcome speech was delivered by Dr. MS Latha . In this programme all the former teachers and their students share their past memorable days. The former teachers participated in that programme.

File Description	Documents
Paste link for additional information	https://sncchathannur.ac.in/alumni/
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

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

Vision: Sree Narayana College, Chathannur established in the year 1981 aims to realize Sree Narayana Guru's thoughts" Become liberated through education, Be enlightened". The institution established under the Sree Narayana Trusts , Kollam keeps imparting knowledge to the entire society based on Guru's egalitarian principle that there is no distinction between people. By education Sree Narayana Guru meant the process of making one able and qualified for a better living in this world. Realizing the eternal significance of Sree Narayana Guru and his teaching, the institution aims at moulding a society of morally awakened, intellectually accomplished and socially committed citizens with humanitarian views.

MISSION: The mission of our institution is to impart quality education to students as well as to equip them according to the latest requirements. The institution also aims to ennoble our character by the progressive and harmonious developments of our physical, mental, intellectual and spiritual powers and impart it to all around for their welfare and prosperity.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

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

Vision: Sree Narayana College, Chathannur established in the year 1981 aims to realize Sree Narayana Guru's thoughts" Become liberated through education, Be enlightened". The institution established under the Sree Narayana Trusts , Kollam keeps imparting knowledge to the entire society based on Guru's egalitarian principle that there is no distinction between people. By education Sree Narayana Guru meant the process of making one able and qualified for a better living in this world. Realizing the eternal significance of Sree Narayana Guru and his teaching, the institution aims at moulding a society of morally awakened, intellectually accomplished and socially committed citizens with humanitarian views.

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File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Curriculum Development- Since the Institution is affiliated to Kerala University, the curriculum and syllabi of the affiliated

University have been adopted. Faculty members are involved in course restructuring and revision committees constituted by the Kerala University, thereby enabling the faculty to contribute towards the curriculum development, even within the affiliation system.

Teaching and Learning- Teaching and Learning: The following are the strategies adopted for Teaching and Learning, A well planned course hand-out for each subject prepared with objectives and learning outcomes.

Examination and Evaluation- Every department conducts continuous evaluation through periodic weekly tests, assignments, quiz and pre final exams.

Research and Development- As research is an integral part of Institutional development, there are various opportunities provided to develop research culture.

Library, ICT and Physical Infrastructure / Instrumentation- College spreads across 28 acres of land. Wifi facility is installed in the campus helped to strengthen the use of internet facility for learning process.

Human Resource Management- Human Resource Management: Faculty members are encouraged to attend refresher courses/faculty development programmes to update their knowledge in the respective subjects.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The Organizational Structure of the College consists of the Management, Governing body, the Principal, the teaching staff, the non-teaching staff and the students.

The Sree Narayana Trusts manages and regulates the functioning of the institution.

The College Council comprising of the Principal, Heads of various departments,

elected representatives of teaching staffs, office Superintendent, PTA secretary and IQAC coordinator which meets frequently to discuss issues relating to the overall development of the College.

Internal Quality Assurance Cell (IQAC) which works towards realisation of the goals of quality enhancement and sustenance.

Student Council meetings are held regularly to address the student related issues and organizing extracurricular activities through various Cultural Societies.

Recruitment Procedure

The vacancies may arise from retirement, transfer or under circumstances of availing leave of existing staff.

Procedure for Promotion/Career Advancement

The University has established a Performance Based Appraisal System (PBAS) for promotion purposes of teaching staff.

Adherence to Service Rules

All the staff in the college are bound to abide by the Kerala Service Rules (KSR), formulated and published by the Finance Department, Government of Kerala.

Grievance Redressal Mechanism

There is a grievance Redressal mechanism in the college.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the institution webpage	**Nil**
Upload any additional information	**No File Uploaded**

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**A. All of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user inter faces	**No File Uploaded**
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Leave Benefits

15 days of casual leave and 20 half-pay leave are provided in every year to both teaching and non-teaching staff. Commuted leave is also granted on the basis of medical certificate. Duty leaves of maximum 30 days to the teaching staff are provided. staff can avail a Maternity Leave and Paternity can avail for female and male staffs.

Retirement Benefits

GPF (General Provident Fund) , CPF: In accordance with the University guidelines,. Gratuity NPS (Encashment of Earned Leave is also implemented. State life insurance , Group insurance scheme -are provided to the staff of the college as per the

service rules

Medical Benefits

Health Check-up Camps are regularly organized by the College in tie-ups with hospitals.

Loan Benefits

Both the teaching and non-teaching staff can avail Loan facilities as per Government rules.

Quick Provident Fund Loan Facility – 100% of those who applied have availed the benefit.

Faculty Development Programmes

Faculty Development programmes for skill up-gradation and training are organized for both

teaching and non-teaching staff. An orientation on Revised NAAC accreditation process and ICT were organised for the teaching faculties.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

2

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	[View File](#)

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

11

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Our institution has a very good performance appraisal mechanism. All the Teachers record their academic activities in the work diary and monitored by the Heads of the Department and the Principal of the institution. Student' academic performance and their feedback reports are also considered for evaluating performance of faculties.Department meetings were conducted in the beginning of each academic year for distributing the teaching modules to each concerned faculty and is monitored by the HOD The College Council monitors the performance of each faculty through monthly meetings.

The faculty feedback mechanism mainly emphasises the subject knowledge, communication skills, interactive lectures, discussions, usage of ICT in teaching-learning process, effective classroom management and timely completion of syllabus.

The IQAC of the College collects annual and evaluation reports prepared and submitted by each department and adequate suggestions were made to improve the performance of each teachers.

The non-teaching staff are assessed periodically. Reports on office functioning are prepared by the Office Superintendent and submitted to the Principal and evaluated in the Committee consisting of the Principal, IQAC Coordinator. The Committee suggests recommendations and solutions in achieving economy in matters of finance as well as efficacy, after careful perusal of the report.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The mechanisms used to monitor effective and efficient use of financial resources are as below:

Before the commencement of every financial year, principal submits a proposal on budget allocation, by considering the recommendations made by the heads of all the departments,

The expenses will be monitored by the accounts department as per the budget allocated by the management. The depreciation costs of various things purchased in the preceding years are also worked out. The institution is subject to auditing by DCE in all financial matters. Accounts of the Funds received other than management contributions are prepared in the College office and audited as per the norms of the UGC, the Government and the University. The external audit of the funds from the Government is done by a Government. The audit of funds contributed by the Management is done internally and externally. PTA fund and other funds are audited externally. Rectifications regarding audit objections were done by the college. All these mechanisms exhibit the transparency being maintained in financial matters and adherence to financial discipline to avoid defalcation of funds of the institution at all levels. The audited statement is signed by the authorities of the management and chartered accountant.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

1,00,000

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	[View File](#)

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Institutional strategies for mobilization of funds and the optimal utilization of resources

Our college maintains & follows a well-planned process for the mobilization of funds and resources. Funds are mobilized from College management, alumni, PTA, faculties and the Government. The College has a planning and purchase committees headed by the Principal with senior faculties and Head Accountant. Different committees of Faculty are appointed by the Principal for utilizing every fund received at the college. The committees prepare a budget by considering the expenditure needed for the coming year and try to collect funds for the same. The committees are assisted by the Superintendent and the Head Accountant of the college to utilize the fund suitably through proper channels including PFMS. Funds utilized by the college are audited. Institute has designed some specific rules for the fund usage and resource utilization. The optimal utilization is ensured through encouraging innovative teaching-learning practices. The available physical infrastructure is optimally utilized beyond regular college hours, to conduct remedial classes, project and research activities, co-curricular activities/extra-curricular activities, parent teacher meetings.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The college strives to build a generation of quality students by emphasizing quality education through innovative, inclusive and flexible education policy. The IQAC schedules meetings, directs, implements, and assesses the college's functioning in order to serve as an effective and efficient internal coordinating and monitoring mechanism. Institutionalizing the following has resulted in notable quality improvements:

- **Academic Audit: The college conducts an academic audit once a year. The IQAC and CLMC prepare an academic plan at the start of each academic session and compile departmental plans, including extension activities, collaborations, workshops, etc. Later, each department's academic progress is reviewed and assessed.**
- **ICT infrastructure: IQAC encourages faculties to utilize ICT in teaching methodologies and recommended improving ICT infrastructure and Wi-Fi facility.**
- **Feedback Analysis: The feedback received from the stakeholders is considered significant and used to improve the teaching-learning environment fruitfully.**
- **Green campus: The IQAC jointly with NSS, NCC, Nature club, Bhoomitrasena and local government implemented diverse green practices. Plastic-free campus, Clean campus drive, usage of energy efficient light bulbs, renewable energy, proper solid waste management, landscaping, etc. are some of the green practices in the campus. The flagship programme- "Agro Park" was a successful event along with "Thanolurukkam Vilavedukkam" & "Vanamaholsavam"**

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC constantly assesses and takes steps to improve the quality of the teaching learning process. The CLMC headed by the Principal draws up a detailed academic schedule in accordance with the Academic Calendar published by the University of Kerala. The academic calendar is made available in the website at the beginning of each academic year. Each department in the college functions according to the teaching plan, course plan prepared at the department level. IQAC provides input of quality benchmarks through team work and persistent efforts. Details regarding the conduct of examinations, assessment tools for the students and uploading of internal marks to the University are scrutinized by the IQAC on time. One of the major aspects of the IQAC is academic review through periodical meetings. Review meetings are conducted by the IQAC to monitor the progress of each department in terms various academic events. Feedbacks are collected from the stakeholders viz, Students, Teachers & Parents, to understand their perception regarding the functioning of college- its curricular & co-curricular activities. The teachers and students interact regarding the changes in the curriculum, novel teaching methods, and ICT used. Through this review system, the IQAC observed the continuous progression in teaching-learning process.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s)	**A. All of the above**

Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	

File Description	Documents
Paste web link of Annual reports of Institution	https://sncchathannur.ac.in/annual-report/
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Encouraging a culture among the youth that highly values equity and inclusiveness leads to strong obligation and transformation of the society. The college strives to provide a vibrant and inclusive intellectual community, including a safe and supportive working and learning environment for people of all gender. The Women Cell & Ethics Committee together conducted the following programmes:

- To raise an awareness about the status and dignity of women among students, INTERNATIONAL WOMEN'S DAY was celebrated on 8th March 2022 by the Women's cell & Ethics Committee.
- STRESS MANAGEMENT TIPS- A seminar on "how to live a stress-free life in today's competitive and demanding society?" organized by the Women's Club in association with SAKHI.
- PERSONALITY DEVELOPMENT PROGRAMME- presented by Women's Cell and KSWDC.
- To understand the status of women and equal responsibilities shared by both men & women, a webinar on "CHANGING ROLE AND STATUS OF WOMEN IN FAMILY", was handled by Adv. Lekshmi Priya, SAKHI One Stop Centre.
- An awareness webinar on "WOMEN AND HUMAN RIGHTS" was conducted to elucidate legal protections, governmental schemes etc to girls and women.

- **An informative session on "TEAM BUILDING" presented by KSWDC and Women's Club provided a complete perspective of team formulation**

File Description	Documents
Annual gender sensitization action plan	https://sncchathannur.ac.in/sensitization-of-students/
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	**Nil**

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**B. Any 3 of the above**

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The college imparts quality environment opportunities for inclusive growth through diverse programmes which are germane and receptive to the needs of a rural and educationally backward society. The college strives to maintain green protocol all across the premise and encourages students to incorporate them into day-to-day activities. The college wisely follows the 3R's of waste management- Reduce, Reuse & Recycle. A two-bin system of solid waste management is practiced. The campus is declared a "No Plastic Zone". In the case of liquid waste management, wastewater is utilized to water plants and trees. In laboratories, Green chemistry principles are followed by the Department of Chemistry to amplify efficiency and reduce hazardous effects on human health and environment. Overall management of repairs,

maintenance, and disposition of lab wastes are done as per the laboratory rules. A range of green practices was implemented by the students and staff like practicing organic farming, conservation of water bodies, promoting waste literacy, etc. The NSS & Nature club authorities undertake various outdoor programmes where students engage in volunteering to reduce plastic littering and promote green habits among households. Green Campus initiatives, Clean Campus Drives and Green Belt foster an eco-friendly atmosphere on the campus.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	**No File Uploaded**

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. **Restricted entry of automobiles**
2. **Use of bicycles/ Battery-powered vehicles**
3. **Pedestrian-friendly pathways**
4. **Ban on use of plastic**
5. **Landscaping**

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	**No File Uploaded**
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	**A. Any 4 or all of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**No File Uploaded**
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**A. Any 4 or all of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The college have orchestrated several programmes creating an inclusive environment for the growth and well-being of students. Commemorative days of national importance such as Independence day, Republic day, National Unity day, Kargil Vijay Diwas, National Teachers day etc are observed to uphold the historical values of our country. The college provides opportunities for students to explore India's multi-cultural traditions by celebrating events such as Onam, Christmas, Eid, Diwali, Holi, Kerala Piravi etc. The linguistic development of students is monitored through the observance of Reading week, International mother tongue day etc, and publication of college magazines, encouraging them to pen down words in the form of stories, poems and essays. To inculcate the values of social responsibility in students, the NSS adopted a village with the help of Local government and equipped them with ample support and palliative care. Apart from these, Cancer awareness week, Aids day, Blood donation camps, Eye check-up camps, interaction with different doctors and counsellors are arranged by the NSS. The Green campus initiative of the college has instilled the importance of environment & sustainability in the minds of young generation. To stimulate their interest in agriculture, "AGRO PARK" has been successfully implemented in the campus.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Several events are organized to mould students and faculty to become responsible citizens at the college. To impart knowledge and values of our country, days of significance such as Republic Day, Independence Day, Kargil Vijay Diwas, National Unity Day, Constitution Day etc are commemorated. As part of the 75th Independence Day of India, "Azadi Ka Amrit Mahotsav" was extensively celebrated by all the students and staff with programmes such as Campus cleaning drives, Quizzes, Debates and poster-making competitions.

In keeping with the Fundamental duties described in the Constitution, the college initiated the green campus drive where the aesthetics of the campus is maintained through the observance of World Environment Day, World Forest Day, World Ozone Day etc and flagship programmes such as Agro Park, Vanamaholsavam and Thanalorukkam Vilavedukkam.

Gender equity and sensitization are ensured on the campus under the auspices of the NSS, Ethics club and Women's club through observing days like Women's day and associated activities such as seminars, debates, and lectures of eminence.

Realising values are essential for progressive human behaviour, the college places great emphasis on democracy, and secularism and nurtures a milieu in which students and staff take pride in their cultural legacy.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://sncchathannur.ac.in/sensitization-of-students/
Any other relevant information	**Nil**

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	**A. All of the above**

File Description	Documents
Code of ethics policy document	[View File]()
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Commemorating days, events and festivals of national & international significance fosters a spirit of camaraderie, unity, patriotic fervour and universal well-being among the students and staff. To commemorate the valour, spirt and momentous contributions of historical figures, Independence Day, Republic Day, Kargil Vijay Diwas, Gandhi Jayanti, National Unity Day, Constitution Day, National Teachers Day, National Sports Day etc are observed by arranging Flag hoisting ceremony, cultural events, cleanliness drives and creative competitions. Every year,

Hiroshima and Nagasaki Day are observed to mark the anniversary of the nuclear bombing of Japanese cities by the US in 1945. Festivities like Onam, Kerala Piravi, Christmas, Holi help the students to appreciate and attune themselves to the wide-ranging cultural values. The Nature club, Bhoomitrasena, NSS and NCC jointly promotes awareness on sustainable environment among the college by celebrating World Environment day, International Ozone day, World Forest day etc. To raise an awareness about the status and dignity of women among students, the International Women's Day is celebrated with enthusiasm under the auspices of the Women's cell. National Science Day, Fibonacci Day and National Mathematics Day are celebrated to stimulate scientific temper and generate affinity towards science among the inter and intra departmental students.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	[View File](#)
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

1. GREEN CAMPUS INITIATIVES:

- OBJECTIVES: Preserve the ecology of the campus through organic farming, agroforestry, proper waste management.
- CONTEXT: NSS, NCC, Nature club along with the support of all the departments and the Local government has organized diverse programmes.
- PRACTICE: "AGRO PARK"- a partnership of the college with Krishi Bhavan and Chirakkara Grama panchayath. "Vanamaholsavam"- construction of a mini forest within the campus. "Thanalorukkam Vilavedukkam" Programme of City Police planted fifty cashew saplings on the campus.
- EVIDENCES OF SUCCESS: The crops once ripe were harvested and sold in the nearby cooperative society markets.
- PROBLEMS ENCOUNTERED: The expense to convert the barren land into an arable land were the biggest challenge.

1. **ANNAM BRAHMAM/ POTHICHORU –**

- **OBJECTIVES: Provide nutritious meal to the students from deprived classes.**
- **CONTEXT: Majority share of the students is socio-economically backward in nature, so the socio-economically well-off students bring homely food for their classmates who are in need.**
- **PRACTICE: The Departments & Ethics Committee figured out the number of needy students. Others brought the food packets, and distributed to the needy ones.**
- **EVIDENCE OF SUCCESS: Attendance of the students has increased. Most of them continued their studies.**
- **PROBLEMS ENCOUNTERED: Identification of the deserving candidates.**

File Description	Documents
Best practices in the Institutional website	https://sncchathannur.ac.in/our-activities/best-practices/
Any other relevant information	**Nil**

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The college has long-term planning for growth and development that is reflected in its Perspective Plan. The Principal and IQAC coordinator consider the quality indicators of certain criteria determined by NAAC. Also, the framework of plan is inclined towards the development of the college that refers to quality sustenance and quality enrichment.

1) INFRASTRUCTURE: As part of Infrastructural developments, the institution with the help of its Management extends its facilities by constructing a new three-storeyed building with

proper Laboratory facilities and additional classrooms. Provide resources required for use of technology to provide online course contents, video lectures, etc.

2) INSTITUTION: Introduce new courses, upgrade the existing Post Graduate Departments to Research Departments. Enhance the academic performance of students for higher studies.

3) LINKAGES: Form MOUs with Corporates and Industry Associations. Enable placements, internship, training, etc. for the students. Strengthen relationship of Alumni with the Institution.

4)LEARNING RESOURCES: Upgrade library resources to include digital content; Promotion of research culture among faculty and students.

5) TEACHING LEARNING AND EVALUATION: Focus more on the student-centric teaching-learning process. Evaluation of teaching and learning with the assistance of stakeholder feedback.

6) OTHER INITIATIVES: Introduce job-oriented and skill-based courses; give additional thrust to Campus Placements Initiatives.

File Description	Documents
Appropriate web in the Institutional website	[View File](#)
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

The following actions are decided for the next academic year with a vision to enrich the learning environment and work culture in our institution:

1. Hybrid learning: ICT enabled classrooms to ease hybrid learning. Motivate teachers to create e-contents for students.
2. Slow learner programme: Lead the slow learner students to the forefront of academics through intensive remedial classes.
3. Mentoring programme for Advanced Learners to make them conducive to a competitive environment.
4. Facilitating Research in Departments: Aid students inculcate research skills by paving way for extensive research in the commerce and chemistry departments.

5. Establish partnership through MoU.
6. Skill Enrichment Programmes.
7. Career guidance & Employability: Assist the students extensively by improving the existing career guidance cell and connecting with various employment-generating opportunities.
8. Faculty Development Programmes: Insource and Outsource Professional training and workshops for faculties.
9. Automation of Library & Office.
10. Extension programmes: Carry out more joint initiatives with the local government under NCC & NSS like community development programmes, Swachh Bharat Abhiyan etc.
11. Improve Alumni Engagements
12. Sustainable Green Spaces: Develop and improve the practice of green concept by adopting proper solid waste management, clean energy and form green spots inside the campus.