SREE NARAYANA COLLEGE CHATHANNUR

Affiliated to University of Kerala

2023-24

SUPPORTING DOCUMENTS FOR 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.

PREAMBLE

Located in the 'Desinganadu 'Chathannur belongs to the Cashew Capital of the World, Kollam. Sree Narayana College, Chathannur is an esteemed educational institution spread across a 28-acre land area is 3kms away from the National highway. This prestigious Aided College is affiliated to the University of Kerala and is managed by Sree Narayana Trust Kollam. Bearing in letter and spirit the lofty ideals of the Guru, this institution of higher learning established on 31 August 1981 under the

Sree Narayana Trusts, Kollam, has been imparting knowledge to the entire society, with the vision of

"Liberation through Education". The legacy of the institution flourished along the years with the increase in demand for higher education facilities for children in the rural suburbs of Chathannur.

Sree Narayana College. Chathannur, is situated nearly 18 kilometres away from the Kollam city centre, has a beautiful calm and serene college campus. This college was established for providing educational opportunities to the young men and women of Kerala especially the members of the socially and educationally backward community. The college imparts education and training to more than 600 students every academic year by offering degree courses in History, Commerce, Industrial Chemistry and Mathematics as well as PG courses in Commerce, Chemistry and Mathematics.

 The institution stands for 'Liberation through Education' and endeavours to mould a humane, intellectually accomplished, morally awakened and socially committed fraternity of young men and women. It decides to give priority to the marginalized sections particularly to those who suffer social inequalities on the basis of caste, class, gender, educational background of family and physical and mental disabilities. The institution is located in the outskirts of the city and due to regional peculiarities, it gives ample opportunity to students hailing from rural areas, those from poor financial background, and those who are first generation learners. The institution lodges girl students and thus it holds the opportunity to bring positive changes in the academic, intellectual, moral and capability aspects of the new generation; through empowerment of these girl students. Besides equipping the students to meet the new challenges at the global scenario, the college envisages to introduce skill-based courses and give special attention to ICT enabled teaching and learning process.

The College, which is an answer to the ever-increasing demand for higher education among young learners, was accredited in the first cycle at B level in 2016 by the National Assessment and Accreditation Council (NAAC) - an autonomous institution under the U.G.C.

VISION AND MISSION OF THE INSTITUTION:

VISION

The College has been imparting knowledge to the entire society, with the vision of "Liberation through Education". This great temple of education endeavours to mould a humane, intellectually accomplished, morally awakened and socially committed fraternity of young men and women through education. Conscious of its inceptual obligation, it takes education to the doorsteps of the poor and marginalized sections of the society and endeavours to mould a humane, intellectually progressive, morally awakened and socially committed group of young men and women.

MISSION

- To mould intellectually well-trained young men and women by providing conducive academic environment.
- To keep in tune with the vision of the institution-liberation through education and constantly strive to achieve this objective.
- To deliver quality education aiming at personality development.
- To support the economically weaker students in all possible way.
- To maintain community, connect and undertake community related studies and extension programmes.

Visit: https://sncchathannur.ac.in/about-us/

FUNCTIONING OF THE INSTITUTION

The institution's functioning for the academic year 2023-24 integrates the principles of the **National Education Policy (NEP) 2020**, compliance with the **University of Kerala directives**, and adherence to the **Government of Kerala's** rules. The plan ensures a collaborative, transparent, and holistic approach to governance, academics, and institutional development.

i. *Organisational Framework:*

The institution operates under a well-structured governance system ensuring participative and decentralized decision-making.

<u>Key Bodies & their roles:</u>

1. **The Management (Sree Narayana Trusts):**
   - The overarching authority, ensuring the institution aligns with its mission and complies with NEP, University of Kerala, and government policies.
   - Oversees financial planning, strategic development, and policy adherence.

2. **The Principal:**
   - Functions as the executive head of the institution, coordinating between management, faculty, students, and administrative bodies.
   - Responsible for implementing policies, maintaining quality benchmarks, and driving institutional excellence.

3. **College Council:**
   - Comprises the Principal, Heads of Departments (HoDs), IQAC Coordinator, PTA Secretary, and elected representatives of faculty and staff.
   - Meets regularly to discuss academic and administrative matters, including curriculum updates, faculty development, and infrastructure improvements.

4. **Teaching and Non-Teaching Staff:**
   - Faculty engage in curriculum implementation, research, mentoring, and student support.
   - Non-teaching staff ensure smooth administrative operations, supporting academics and campus management.

5. **Student Council:**

- o Represents the student body, organizing extracurricular activities and addressing student concerns.
- o Acts as a bridge between students and the administration to ensure their voices are heard.

ii. *Academic Framework*

- **NEP 2020 Integration:**
  - o Multidisciplinary course offerings allow students to study diverse subjects, fostering critical thinking and creativity.
  - o Introduction of **four-year UG programs** with exit options at one, two, and three years, awarding certifications like diplomas and degrees.
  - o Inclusion of vocational education, Indian knowledge systems, environmental studies, ethics, and global competencies in the curriculum.
- **Skill-Based Learning:**
  - o New certification programs in **data analytics, sustainable development, and entrepreneurship**.
  - o Increased focus on employability through vocational courses and collaboration with industry partners.
- **Teaching and Assessment Innovations:**
  - o Adoption of **technology-enabled teaching tools** like smart boards, LMS, and e-learning platforms.
  - o Implementation of **continuous and comprehensive evaluation (CCE)** emphasizing problem-solving, innovation, and communication skills.

iii. *Research & Innovation*- promoting research excellence

- **Faculty and Student Research:**
  - o Faculty encouraged to apply for grants from agencies like UGC, DST, and ICSSR for major and minor research projects.
  - o Undergraduate and postgraduate students supported in conducting research, publishing papers, and participating in conferences.
- **Infrastructure for Research:**
  - o Expansion of laboratories with modern equipment, ICT tools, and access to e-resources like INFLIBNET.

- **Innovation and Start-Ups:**
  - o Establishment of a **Research and Innovation Hub** to promote entrepreneurial thinking among students.
  - o Support for start-up ventures and incubation of innovative projects through partnerships with industry and academia.

iv. *Infrastructure & Resources-*
- **Modernizing Learning Spaces**

  - o Upgraded classrooms with **smart boards, audio-visual aids, and internet connectivity**.
  - o Enhanced library facilities with **digital holdings, e-journals, and research databases**.

- **Sustainability Initiatives**

  - o Solar panels and renewable energy systems expanded to reduce campus energy footprint.
  - o Implementation of waste management systems, rainwater harvesting, and tree plantation drives.

- **Student Amenities**

  - o Installation of safe drinking water facilities and additional toilet blocks for students and staff.
  - o Upgraded sports infrastructure and wellness facilities for holistic development.

v. *Governance & Leadership-* Participative Governance.

- **College Council:**
  - o Discusses institutional goals, curriculum updates, and policy changes with all stakeholders.
  - o Ensures transparency and inclusion in decision-making.
- **Compliance with University and Government Rules:**
  - o Adherence to **University of Kerala guidelines** for academic audits, curriculum updates, and teaching standards.

- o Staff recruitment, promotions, and service conditions comply with **Kerala Service Rules (KSR)** and PBAS.
- **Performance-Based Appraisal System (PBAS):**
  - o Faculty promotions evaluated on academic achievements, research contributions, and teaching effectiveness.
  - o Encourages continuous professional development and adherence to quality standards.

vi. *Recruitment Procedure*

- **Structured Recruitment:**
  - o Vacancies due to retirement, transfer, or leave were advertised transparently.
  - o A selection committee, compliant with **Government of Kerala and University of Kerala norms**, ensured fair evaluation based on qualifications, experience, and alignment with institutional goals.
- **Focus on Merit:**
  - o Recruitment emphasized selecting highly qualified and skilled individuals to meet academic and administrative needs.

vii. *Promotion & Career Advancement*

- **Faculty Promotion via PBAS:**
  - o Promotions adhered to the **Performance-Based Appraisal System**, which evaluated academic achievements, research contributions, teaching effectiveness, and involvement in institutional development.
- **Incentives for Excellence:**
  - o Faculty were encouraged to improve their performance through workshops, research, and training programs.

viii. *Adherence to Service Rules*

- **Recruitment and Promotion:** Transparent processes aligned with KSR and University of Kerala norms ensure fair opportunities for teaching and non-teaching staff.

- **Grievance Redressal Mechanism:** A robust system addressing complaints ensures transparency and trust.

ix.   *Quality Assurance*

- **Role of IQAC:**

  - Conducts regular academic audits and evaluates teaching-learning outcomes.
  - Monitors implementation of feedback from stakeholders to improve institutional performance.

- **Faculty Development Programs:**

  - Workshops and training sessions to help faculty adapt to NEP's pedagogical changes and ICT tools.

x.   *Student Support & Development*

- **Skill Development & Employability**

  - Strengthened programs like **Additional Skill Acquisition Programme (ASAP)** and **Walk With a Scholar (WWS)**.
  - New short-term certification and diploma programs tailored to industry needs.

- **Inclusivity & Accessibility**

  - Scholarships and financial aid schemes for economically disadvantaged students.
  - Remedial and bridge courses for students from varied academic backgrounds.
  - Special support for students with disabilities through assistive technologies and counselling.

xi.   *Community Engagement & Green Practices*

- **Outreach Programmes**
  - NSS and NCC units conducted health camps, awareness campaigns, and environmental conservation activities.
  - Collaboration with local bodies for village adoption and literacy drives.

- **Green Initiatives**
  - Projects integrating sustainability with education.

xii. ***Innovations & Best Practices***

- Strengthening of **Agro-park** and **Gurukulam** to integrate sustainable practices with education.
- Enhanced collaborations with industries and institutions for skill development and internships.

xiii. ***Strategic Highlights for Continuous Improvement***

- Enhanced alignment with NEP 2020, providing students with multidisciplinary and flexible learning opportunities.
- Improved research output through expanded resources and collaborations.
- Strengthened infrastructure and digital capabilities to meet evolving educational needs.
- Recognition for sustainability and quality in academics, governance, and community engagement.

This functioning framework ensures that the institution is future-ready, inclusive, and aligned with the **NEP 2020**, **University of Kerala** and **Government of Kerala** regulations. It reflects the college's commitment to academic excellence, innovation, and holistic development.

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