



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution		M P M M S N TRUSTS COLLEGE
Name of the head of the Institution		Dr.P P Sharmila
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		04662220294
Mobile no.		9605101414
Registered Email		mpmmsncshr@gmail.com
Alternate Email		snsnriqac@gmail.com
Address		Shoranur-2 Palakkad (DT), Kerala
City/Town		Palakkad
State/UT		Kerala
Pincode		679122
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	state
Name of the IQAC co-ordinator/Director	Elwin Paul Konattu
Phone no/Alternate Phone no.	04662220294
Mobile no.	9447822056
Registered Email	epksnc@gmail.com
Alternate Email	snsnriqac@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://sncshoranur.edu.in/Documents/AQAR%202018-19.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://sncshoranur.edu.in/Documents/Academic%20Calendar%202019-20.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B+	77.05	2006	21-May-2006	20-May-2011
2	B	2.7	2015	03-Mar-2015	02-Mar-2020

6. Date of Establishment of IQAC	26-Mar-2006
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
One Day International Workshop in Experimental	17-Sep-2019 1	700

Learning for Personal Health & Well-being		
One Day Workshop on Personal and Professional Excellence in Teaching, Learning & Evaluation	11-Oct-2019 1	41
A Workshop on Quality Enhancement & Office Administration to Administrative Staff	01-Nov-2019 1	10
A Session on New Guidelines of NAAC to Teaching Staff	01-Nov-2019 1	41
One Day National Workshop on Personality & Career Development	12-Nov-2019 1	540
Mega Job Fair	30-Nov-2019 1	500
One Day Workshop on Data Analysis Using Statistical Packages	24-Jan-2020 1	42
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Abhilash V.A	Suchitwa Mission	State Govt	2019 365	10000
Thulasi P.V	Suchitwa Mission	State Govt	2019 365	10000
EDclub	Operating fund	State Govt	2019 365	10000
Bhoomitrasena Club	Recurring Grant	State Govt	2020 365	5010
NCC	Refreshment Allowance	Central Govt	2019 365	149085
NCC	Washing Allowance	Central Govt	2019 365	6035
WWS	WWS	State Govt	2020 365	137600
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :	5
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
12. Significant contributions made by IQAC during the current year(maximum five bullets)	
1. Conducted International, National and College level seminars, workshops and webinars for faculties and students. 2. Approval, placement and promotion matters of faculty members scrutinised. 3. Motivated teachers to join Mooc/Swayam/Short term FDP programmes. 4. felicitated teachers and students on their academic achievements. 5. Initiated various community oriented programmes and extension activities through departments, student clubs and unions.	
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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year	
Plan of Action	Achivements/Outcomes
Assist the local bodies during flood and pandemic situations	Completely achieved
Arrange community outreach programs	Completely achieved
Promote research activities among teachers	Not completely achieved
Conducts workshops/ seminars/conferences	Completely achieved
Orientation class for teaching and non teaching staff on New guidelines	Completely achieved
To start NET/PSC/Bank coaching classes to students	Completely achieved
Promoting teachers and students to join online/ MOOC courses	completely achieved
Add on/Certificate/Diploma courses initiated by different departments	completely achieved
No Files Uploaded !!!	
14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
College Council	29-Dec-2020
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	30-Jun-2019
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>The college has MIS modules to manage student and staff details. These systems include a wide range of support facilities, which include processing, filing, electronic mail based on GSuite, data storage, data and voice communication. Data pertaining to students are uploaded to the software viz. eCollege solutions. This data is useful for getting categorised list of students. This software is developed for automating the student attendance. The software aims to facilitate information regarding the attendance of a specific student. The input of information is done by separate staff, which will be provided by the respective teacher for each class. This software further allows managing the admission and registration process of all the students along with storing their family details, previous schooling information, school transfer certificates and birth certificates with their photograph, it can keep track of parent's or guardian's contact details. ECollege solutions software is used to store staff details along with their personal details, designation, and department and contact details. ECollege solutions generate accurate and customized reports. This software is enabled with an SMS module for sending text messages to guardian's mobile regarding general information, fees, attendance performance, daily</p>

reports. Contemporary messaging application like WhatsApp is also being utilized for effective communication. Various groups have been created to ensure speedy dissemination of information among various classes and clubs operating in the college. Teachers use Google's Learning Management System - 'Google Classroom' and Google Meet for effective online teaching. Teaching materials and recorded videos are passed to students through these online solutions. SPARK (Service and Payroll Administrative Repository for Kerala), software developed by the State Govt. IT section manages the distribution of Salary of the Staff. Admission of students is based on an online module developed by University of Calicut. Further students' scholarships are entirely done online.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Action plan will assist success in curricular planning. With an aim to simplify the workload, an action plan is formed on the basis of university academic calendar. IQAC will check and approve the action plan submitted by each department along with necessary suggestions. Every department is responsible for conducting departmental meeting, preparation of their time table and portion division on the basis of workload of each faculty. Course orientation is the most necessary one for fresher students. At the very beginning of the first semester each and every department is offering an orientation on course outline. The session is very helpful to erase all confusions among students on their graduation Programme. College council is there to scrutinize the functioning of departments. Frequent meetings will conduct in departmental and in college level for evaluating the academic progress. College is conducting college wide internal exam to analyze the understanding level and performance of students. Continuous evaluation of students is made through assignments and seminars. ICT enabled presentations are done by students and it will help them to compete with technology. Presentations will help them to boost their confidence. After the evaluation and assessment, college council is there to collect the outcome from tutors and special coaching is provided for weaker students. At the very end of the academic year all HODs check the progress of the action plan which was prepared at the beginning of the academic year.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
E-Commerce	Nil	23/09/2019	30	Employability	Overall skill

Basic Accounting	Nil	23/09/2019	30	Entrepreneurship or employability	Professional skill development
Technical writings in LaTeX	Nil	25/09/2019	20	Employability	Technical skill development
Solid waste management and pollution control	Nil	21/08/2019	20	Employability	Technical skill development
Gender studies	Nil	09/10/2019	15	Employability	Personality
Nil	Talley with GST	09/01/2020	90	Entrepreneurship or employability	Professional skill development

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
MCom	Finance	25/11/2019
BBA	Finance	07/12/2019
BCom	Finance	07/12/2019
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	43	30

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
LED Based lighting systems	07/08/2019	25
Professional Skills	21/01/2020	35
Vegetable Printing	13/02/2020	20
Paper craft works	13/02/2020	20
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BCom	Finance	58
BBA	Finance	47
MCom	Finance	21
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Nil
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
<p>Feedback is generally taken by all six departments offering UG and PG programmes. In the beginning of every academic year the feedback forms are distributed among stakeholders, collected back and analyzed. The feedback is taken with respect to four aspects namely student feedback on teacher's performance, student feedback on department performance, Parent's feedback on curriculum, alumni feedback on academic atmosphere of institution. The collected forms are analyzed on a four point scale and the analysed reports are presented and discussed in IQAC meetings and rectification measurements are taken. For its effective implementation department level meetings are conducted and suitable actions are taken. The student feedback on teachers and department performance are taken from the following departments. 1. Department of English(UG and PG) 2. Department of Economics (UG) 3. Department of Chemistry (UG and PG) 4. Department of Mathematics (PG) 5. Department of Physics (UG and PG) 6. Department of Commerce and Management Studies (UG and PG) CRITERION II – TEACHING- LEARNING AND EVALUATION</p>

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Economics	59	2831	56
BA	Functional English	53	1805	46
BBA	Finance	65	2784	62
BCom	Finance	66	3782	63
BSc	Chemistry	46	3510	42
BSc	Physics	48	1603	42
MSc	Mathematics	21	262	20

MCom	Finance	23	742	22
MA	English	23	173	9
MSc	Chemistry	14	198	12
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	877	147	18	9	16

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
46	46	50	6	2	9

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

STUDENT MENTORING SYSTEM Mentoring system is a quite effective tool in an educational sector which enables constructive interaction, guidance and mentorship of the students by their teachers. It primarily focuses on student and faculty relationship. The vision of the Programme is to inculcate the right attitude from the beginning. In order to resolve day to day academic problems of the students, mentors are appointed for a batch of 15-23 students from their core subjects, and they will counsel the respective students once a week, to solve the problems come across during their course of study. This is a continuous process till the end of academic career of the student. During the last semester of study students are advised for higher studies along with proper career guidance. Mentors are actively involved in evaluating and sorting the performance of the students and concentrate on those who need their guidance. Function of the Cell

1. Inculcate the students discipline, punctuality and regularity
2. Enable the parents to know about the performance and regularity of their wards
3. Address conflicts in attitudes, habits and knowledge of students towards learning practices
4. Establish teacher-student relationship
5. Counseling student for solving their problem and provide confidence for their personal growth
6. Guiding students to choose right career path for job, higher studies, entrepreneurship etc.

Roles Responsibilities of the Mentors:

1. Regular interaction (weekly) with the mentees.
2. Identifying the strengths and weaknesses of the mentees.
3. Provide right direction to overcome weaknesses and strengthen positive attributes among mentees.
4. Communicate with fellow faculty and promote mentees at the time of difficulty/opportunity to help them to develop further in their areas of interest.
5. Prepare mentees to face challenges and achieve their personal and professional goals.
6. Develop among themselves a sense of social responsibility and moral values.
7. Interact with the parents regarding progress of the mentees.

The student mentoring system established in the college in the academic year 2019-20. Arathi K.D (Assistant Professor, Department of Mathematics) is the coordinator and all full time teachers are members of the Students mentoring cell.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1024	48	22

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
48	48	Nil	10	10

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Laxmi Priya.S	Assistant Professor	Ph.D
2019	Vinersha T.M	Assistant Professor	Ph.D
2020	Ranjith.P.K	Assistant Professor	Ph.D
2019	Sangeetha	Assistant Professor	Ph.D
2019	Girija.C	Assistant Professor	Teacher Innovation

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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MSc	CUCSS-MAT	IV	10/06/2020	08/10/2020
MSc	CUCSS-CHE	IV	10/06/2020	09/10/2020
MSc	CUCSS-PHY	IV	10/06/2020	09/10/2020
MCom	CUCSS-MCM	IV	10/06/2020	14/10/2020
BSc	CUCBCSS-CHE	VI	09/03/2020	08/07/2020
BSc	CUCBCSS-PHY	VI	09/03/2020	08/07/2020
BA	CUCBCSS-ECO	VI	11/03/2020	30/06/2020
BA	CUCBCSS-FEN	VI	12/03/2020	30/06/2020
BBA	CUCBCSS-BBA	VI	05/03/2020	24/07/2020
BCom	CUCBCSS-BCM	VI	05/03/2020	24/07/2020

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Reforms Initiated on Continuous Internal Evaluation From 2015 onwards the college follows an evaluation system which is fundamentally based on the performance of the students inside the classroom. The internal marks of the students are prepared on the basis of the marks secured in three essential

criteria class test/internal exams, assignment/seminar presentation and attendance. The marks for internal evaluation are 20 percent of the total marks of each paper. The internal evaluation is done by all individual faculty members and the mark lists are kept in the department. When the university opens the window for uploading the internal marks, the faculty members who are in charge of the internal evaluation upload the same online after circulating among the students to get signed by themselves. The grievances of the students are solved internally by the concerned teachers with the consultation of the head of the department and thus the tutors convince the students about their grading and marking system. In the next phase, the mark lists are verified by the respective heads of the departments and finally they are signed by the head of the institution. After taking the photocopy, the original hard copies are sent to the university. The same method is followed in both UG and PG departments.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

ACADEMIC CALENDAR An academic calendar is a systematic tabulation of activities done in an institution whole year. At the beginning of academic year, in the month of June- July the university releases its academic calendar for both odd and even semester to ensure that the students get 90 working days in each semester. With the help of university calendar, Institution prepares a special calendar which is included with the dates of internal exams and various programmes like arts day, sports day, and various academic programmes. The academic calendar is prepared by Principal with HOD(s). At the beginning of the academic session the students are apprised of the academic calendar. The institute refers the academic calendar to adhere the planned curriculum and other activities. Head of the institution can incorporate minor changes in the academic calendar which she/he may deem fit considering the unforeseen circumstances. Academic calendar is also including the details like the dates of allotting and submitting the assignments for each semester students. Along with these details, data like the dates of internal examinations of each semester students is mentioning in the calendar. Schedule of these exams are already announced and displayed in advance. Display of marks is also as per the schedule given in the academic calendar. The academic calendar is prepared by institute for undergraduate as well as post graduate courses before the commencement of every semester. The calendar is also giving an attention to mention the details regarding the sixth semester project work in UG programme, and the fourth semester PG dissertation. Instructions like the date of submission of these works are also mentioned in the academic calendar. Principal of the college will inspect the processing of college authority on the basis of academic calendar. At the end of every academic year, a team comprising of Principal and all HODs will check and analyse that whether the functioning of the institution is on the basis of the calendar or not. The authority makes necessary suggestions on it and provides further guidelines for the preparation of the next year's calendar

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://sncshoranur.edu.in/index.php/useful-links>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year	Number of students passed in final year examination	Pass Percentage

			examination		
CUCBCSS-FEM	BA	FUNCTIONAL ENGLISH	34	26	76
CUCBCSS-ECO	BA	Economics	55	33	60
CUCBCSS-CHE	BSc	CHEMISTRY	41	35	85
CUCBCSS-PHY	BSc	PHYSICS	41	34	82
CUCBCSS-BCM	BCom	FINANCE	64	64	100
CUCBCSS-BBA	BBA	FINANCE	48	44	92
CUCBCSS-MCM	MCom	FINANCE	21	18	86
CUCBCSS-MAT	MSc	MATHEMATICS	15	13	87
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<https://sncshoranur.edu.in/Documents/Feedback1.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	0	0	0	0
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Published an online open access journal in Commerce DOCAMS REVIEW	Commerce Management Studies	05/07/2019
A talk on an Introduction to Astronomy and Star Formation	Physics	03/09/2019
One Day International Workshop in Experimental Learning for Personal Health Well-being	Physical Education	17/09/2019
One Day Workshop on Personal and Professional Excellence in Teaching,	IQAC	11/10/2019

Learning Evaluation		
A Session on New Guidelins of NAAC to Teaching Staff	IQAC	01/11/2019
A Workshop on Quality Enhancement Office Administration to Administrative Staff	IQAC	01/11/2019
One Day National Workshop on Personality Career Development	WDC of College	12/11/2019
GEM-ELSP Awareness Programme	Commerce Management Studies	09/01/2020
One Day Workshop on Data Analysis Using Statistical Packages	Commerce Management Studies	24/01/2020
One Day International Seminar on New Trends in Tourism	Tourism Club Commerce Management Studies	07/02/2020
One Day Seminar on Emerging Trends in Material Science	Chemistry	20/02/2020
Impact of CoVid-19 Pandemic on Women in India	WDC of College	22/06/2020
Adanja Kaalam Thuranna Vayana	Malayalam	24/06/2020
Introduction to Feynman Diagram	Physics	25/06/2020
Trends in Food Frauds in the Markets	Chemistry	26/06/2020
Navigating the Human and Business Impact of Covid-19	Commerce Management Studies	27/06/2020
Fractional Calculus - A Novel Topic in Research	Mathematics	28/06/2020
Temples to Digital Spaces: Structural Paradigm Shifts in Kutiyattam towards a Post Pandemic Era	English	29/06/2020
Online Padana Kalath Kuttikalude Bhaavi	Malayalam	30/06/2020
Mass Transport in Two-Dimensional Materials	Chemistry	02/07/2020
International Webinar on PPP-PP	WDC of College	21/07/2020
SAAC Context Content	IQAC Commerce Management Studies	25/07/2020

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
SECOND CENTRE	ED CLUB	DIC	FLOOR MAT MAKING-	SSI	21/10/2019
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
3	0	2

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Commerce	9	4
National	Commerce	4	Nill
International	Chemistry	1	5
International	Physics	5	2
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Economics	1
Commerce	4
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Nill	Nill	Nill	2020	Nill	Nill	Nill
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the	Name of	Title of journal	Year of	h-index	Number of	Institutional
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Paper	Author		publication		citations excluding self citation	affiliation as mentioned in the publication
Nil	Nil	Nil	2020	Nil	Nil	Nil
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	18	12	2	7
Presented papers	16	6	1	2
Resource persons	4	4	1	7
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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Donation of Books to Anganwadi Kids	Department of Commerce	20	100
Visit to Asadeepam Special School for Mentally Challenged Kids	Department of Commerce	15	120
Exhibition of eco-friendly products Environmental awareness campaign	Bhoomithrasena Club Shoranur Municipality	25	200
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Damage assessment survey with municipality To make the people aware of the consequences	Token of Appreciation	Shoranur Municipality	100
Exhibition of eco-friendly products Environmental awareness campaign by Bhoomithrasena club	Token of Appreciation	Shoranur Municipality	200
Flood Relief	Token of	Shoranur	104

Activities	Appreciation	Municipality	
Free Eye Check-up camp	Token of Appreciation	Dr.Rani Menons Eye Clinic	104
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!				
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
View File					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
G-Tec Education Pvt. Ltd.	23/10/2019	Conducting the courses of the franchiser through the franchise as it authorized center	30
Profinz CMA Campus Thrissur	06/12/2019	Provide career guidance seminars	105
Everjoins.com, Palakkad	10/02/2020	Provide placement assistance to final year students	75
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
2.5	2.5

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Classrooms with LCD facilities	Newly Added
Others	Newly Added
No file uploaded.	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
KOHA	Fully	4.13	2014

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	15953	767552	93	44056	16046	811608
Journals	4	10400	Null	Null	4	10400
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	40	1	1	1	0	5	10	12	0
Added	0	0	0	0	0	0	0	0	0
Total	40	1	1	1	0	5	10	12	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

12.63 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Media lab	

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
1	1	3.5	3.5

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The library Advisory Committee monitors the developments in the library and suggest new initiatives and purchases. The Librarian looks after the maintenance of the library books, journals, periodicals, furniture, electronic equipment, computers and software. The laboratory attenders take care of the maintenance of lab and laboratory equipment placed in the lab. The Stock verification of Chemicals, glassware and laboratory equipment is carried out in the end of every academic year. The calibration of glass ware and equipment is also carried out regularly. The PD fund and grant from UGC are utilized to purchase chemicals and laboratory equipment. A permanent teacher monitors procurement, maintenance, repair and replacement of ICT infrastructure like computers, LCD projector, internet, printers etc. A staff has been appointed in the college computer centre to take care the computers and the accessories. The Ground, Courts, Gymnasium and sports equipment are supervised and maintained by Head of the Department of Physical Education.

<https://sncshoranur.edu.in/Documents/Procedure%20&%20Policies.pdf>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Award to Toppers	13	155000
Financial Support from Other Sources			
a) National	Suvarna Jubilee Merit Scholarsh,E-grants,Post metric scholarship,ip,State Merit Scholarship ,Scholarship under Snehapoorvam Project	647	3005670
b) International	0	Nil	0

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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
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Skill development programme - Vegitable printing programme	13/02/2020	20	Department of Mathematics
Professional competency course - A crash course in mental ability and reasoning	15/10/2019	22	Department of Mathematics
Skill development course - Technical writing in Latex	25/09/2019	15	Department of Mathematics
Bridge Course - Basic Mathematics for Economics	16/10/2019	45	Department of Mathematics
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2020	NET coaching-English	16	Nil	Nil	Nil
2020	Net Coaching-General	48	Nil	10	4
2020	Net Coaching-Commerce	120	Nil	7	4
2020	GEM- ELSP Awareness program by Career guidance cell	Nil	105	Nil	Nil
2020	Career Orientation Class Dept.of Commerce and Management studies in association with ELIJA Institute of Management	Nil	98	Nil	Nil
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
Nil	Nil	Nil

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Career Guidance Cell in association with G-TECH job portal	500	42	Primer Consultancy WLL	1	1
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2020	1	BCom	Commerce	Govt. Law College Thrissur	LLB
2020	2	BCom	Commerce	Profinz Thrissur	CMA
2020	1	BBA	Commerce	Amity University	MBA
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	6
Any Other	1
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Arts fest 1	College	236
Spot photography 1	College	30
Annual athletic meet 1	College	189
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2020	RD Camp Participation	National	Nil	1	SRASSPH 020	Amruth V R
2020	Pre RD Camp Participation	National	Nil	1	SRASSPH 035	Haridev K
2020	Pre RD Camp Participation	National	Nil	1	SRASEECP 39	Srethu A M
2020	National Rugby Championship	National	1	Nil	SRARSPH 029	Athulya K
2020	National target ball competition	National	1	Nil	SRASBCM 011	Veena Haridas
2020	National Shooting Championship	National	1	Nil	SRARSCH 031	Dhanyasree

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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Student Council in the colleges of Kerala is designated as College Union. It is an elected body of student representatives to manage the student affairs in the college. Chairman is the head of the college union. Vice Chairman and Joint Secretary posts are reserved for women. General Secretary, General Captain, Fine Arts Secretary, University Union Councilor and Student Editor are the other major posts. First, second and third degree representatives and PG representatives are also elected along with others. Every degree course students together elects the Association Secretary of that discipline. The Union after the oath-taking ceremony assumes power. The union fund and the fine arts fund are spent for the union and fine arts activities by the union under the guidance of the Staff Advisor and Fine Arts Advisor nominated from the faculty members. The university union councilors from all colleges vote to elect the university union office bearers. Student representation and participation in all campus activities is ensured through the elected college and university unions. A student representative is nominated to the Library Advisory committee to render its functioning student-friendly and more effective. Representation of students in administrative bodies is not mandated by rule in the colleges but there is a student representative in the University Senate. All co-curricular activities are conducted by students with faculty guidance and this enables the cultivation of leadership qualities in the students. Major functions like Union Inauguration and Fine Arts Day and other cultural programmes are organized by the college union. Departmental associations and clubs also conduct programmes for student empowerment and socialization. College union 2019 organized Onam and Keralappiravi celebrations to observe the great tradition of Kerala and to bring communal harmony and the vast heritage of Kerala to the minds of students. The college union has organized Christmas New year celebrations, Spot Photography competition, arts

fest, college day etc during the year with maximum participation of students.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Alumni Association plays a key role in the overall activities of our college. The association conducted a parental counseling on 21/08/2019, a service that aims to provide the necessary knowledge, tools, guidance and support to parents without bias and judgement. It offers modalities or therapies that help parents gain a better understanding of their parental style. The alumni association was registered as per Societies Act as Shoranur SN College Alumni Association on 4/09/2019 with registration No. 301/PKD/4.9.2019. The Association conduct meeting in the department level and college level and facilitate programmes and activities conducting in the institution. the alumni get together of 1989-91 batch was held on 14/09/2019, more than 100 members participated in the programme. The teaching and non-teaching staffs of the college were honoured with a memento and ponnada. They also fund seminars and workshops conducted by various departments and contributed for open stage construction in the campus. A grant alumni meet was conducted in the last year. As a whole the association contributed an amount of Rs 102785 for the college.

5.4.2 – No. of enrolled Alumni:

341

5.4.3 – Alumni contribution during the year (in Rupees) :

102785

5.4.4 – Meetings/activities organized by Alumni Association :

1.Alumni Get together of 1989-91 batch was held on 14/09/2019 2.Alumni Association inauguration on 4/09/2019 3.Parental Counseling was conducted to the parents of first year students in all Departments on 21/08/2019 4.An awareness class on Solar eclipse was conducted to the students on 10/12/2019.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The college has an effective decentralisation and participative management. The college have different departments, clubs and associations which helps in decentralised governance. Governing body headed by Principal ,staff council and IQAC is entrusted with the formulation of working procedures. Head of the Departments and teachers conduct departmental meetings to discuss, plan and decide the academic, non-academic works to be done for each academic year. The methods of supporting, boosting and motivating students are also discussed and suitable plans are formulated in the department levels. Tutorial hours conducted regularly helps in exposing the issues and challenges faced by the students. In order to ensure a good teacher -student relationship, a Mentor-mentee system is also developed. Making of time table, action plan, internal assessment, assignments , organising seminars, workshops , field visits etc. comes under the responsibility of HODs. Different committees like purchase committee, discipline committees are formed to supplement the growth of institution. The college library and computer centre provide free access to internet facilities which helps the students in their academic wants. At the beginning of each academic year different committees and clubs are formed by involving staff and students which helps the institution in promoting the

participative management. Co-ordinators of these clubs and committees are nominated by the Principal and council members. Anti-Ragging, Anti- Harassment cell , Anti Narcotic cell and Counseling centre is also functioning in the institution aiming at effective abolition of issues of students and ensure a positive hassle free ambience in the campus. Women empowerment cell of the institution ensures participation and active involvement girl students in all the programmes and thereby assures up-liftment of women. Grievance redressal cell is also formed to address the grievances of the students as well as the staff and take appropriate measures to redress them. In order to guide the students in deciding and choosing their career, Career Guidance cell is also developed. Under the leadership of Career Guidance cell different Job fairs and career development programmes are also organised by ensuring participation of maximum number of students. Every year the Purchase committee collects academic and infrastructure requirements from each department and make arrangements for purchasing and providing essential items needed. In order to guide , advice and monitor the overall activities of college union, a faculty from teaching fraternity is selected as staff advisor and for arts activities an arts advisor too is appointed. The Principal , Staff Advisor, Arts Advisor, council members and PTA members helps the union to plan and execute various arts, cultural ,sports and philanthropic activities.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	All admission procedures are made by following the rules and regulations of University through online centralized admission processes. The rank list is prepared by strictly following the Government rules and reservation policies. The admission process begins with a meeting of admission committee. The allotment is done on the basis of merit. The college appoints a nodal officer to monitor the admission procedure and to conduct without any delay.
Industry Interaction / Collaboration	The college has conducted seminars and conferences on various subjects and even organizes field tours to various industries. The students attend seminars, internships and conferences conducted by other institutes and colleges. Industrial visits during the final semester of UG and PG programmes provides the students an opportunity to interact with various industries. The Career Guidance Cell and Placement Cell collaborates with various industries to conduct programmes to interact with the students.
Library, ICT and Physical Infrastructure / Instrumentation	The library committee functions in the college. The library has a wide

range of books related to various fields, accessible to students and teachers for reference purposes. The college also has a central computer lab with computers having LAN facility and broadband connection. All the departments are provided with a computer system and internet connection. Also, the college has a power generator to overcome unexpected power failures. The management takes special care in developing and maintaining the infrastructure of the college

Examination and Evaluation

Regular class tests are taken by the teachers as a part of continuous evaluation and a model examination is conducted by all the departments at the end of the each semester. University examinations are conducted as per notifications and guidelines are strictly followed regarding examinations. The Chief Superintendent of examination will ensure that examinations are conducted in a smooth manner, by arranging the examination hall, providing question papers and answer sheets, storage and transfer of answer sheets to the university. Every department follows a tutorial system under which a set of students are assigned under a group tutor for better interaction between students and teachers. Also, every departments conduct regular PTA meetings to discuss the academic progress of students with their parents.

Curriculum Development

Our college is affiliated to the University of Calicut and hence, we are following the curriculum prescribed by the University. Many faculty members are included in the Board of various programmes and academic committees of the University to ensure any modifications regarding the syllabus and other academic matters and to effectively implement the changes. Various measures are taken by our college to ensure academic excellence and character formation with an emphasis on scientific temper and human values.

Teaching and Learning

The college has qualified and experienced teachers and faculty members. All the departments conduct internal examinations in regular intervals. Class seminars and

assignments are given to all the students on a regular basis. Group discussions, debates, seminars, quiz, tutorials, study tours etc, are also conducted. Students are encouraged to attend seminars, workshops and programmes in other colleges and to take up projects in collaboration with external institutions. The teachers are encouraged to participate in self enriching courses organized by other institutions. The college follows self appraisal method and collecting feedback from the students to evaluate the performance of the faculty and to make necessary corrections. Academic counseling is given to students to support them in their studies and help them to cope with tension and stress factors. Remedial classes are conducted and peer group teaching is encouraged to give special attention to slow learners.

Research and Development

The college does not have a recognized research centre. Besides, the college is having only five PG courses. The scope of research motivation is very little. However, the research committee is much aware of growing importance of research based education and encourages teachers to engage in active research works and minor projects. Faculty members without a PhD degree are encouraged to initiate a research work leading to their PhD. The PG students are encouraged to take up course projects and internships from well reputed institutions and research centres. Various seminars are organized to develop a research oriented perspective among teachers and students.

Human Resource Management

The Management recruits the faculty members, both teaching as well as non-teaching staff, to the vacant positions based on the guidelines provided by the affiliated University, the Government of Kerala and the UGC. There are many staff welfare schemes. The teachers are made members of various clubs and committees to efficiently manage the resources. They are also motivated to attend refresher courses and workshops to help them improve the quality of teaching learning process. Effective system of appraisal of performance of teachers is present. The college also

functions a co-operative store, a canteen and a college hostel. Orientation, training and recreation programmes are organized for faculty, administrative and supportive staff.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Administration	e-college solutions software, GJ Infotech PVT Ltd Ph.No.0480 2672999
Finance and Accounts	1. SPARK (Service and Payroll Administrative Repository for Kerala) SPARK PMU, Trivandrum Tel: 04712579700 2. BiMS (Bill Information and Management System) 3. VISWAS (GIS_SLI) (General Insurance Business and Life Insurance business) ph: 0471-2330096,944600691
Student Admission and Support	1. Admission: Centralized allotment process (CAP), Calicut university Registrar, Tel: 0494 2400252, 2. Scholarships: e-grants, Govt. of Kerala Tel: 04972700596 3. DCE - scholarship (Department of collegiate Education online school scholarship)0471-2400291-230680
Examination	1. Controller of Examinations, Calicut University Tel: 0494 - 2400291

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2020	Nil	Nil	Nil	Nil
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	A Session on New Guidelines of NAAC to Teaching	Nil	01/11/2019	01/11/2019	41	Nil

	Staff					
2019	Nil	A Workshop on Quality Enhancement Office Administration to Administrative Staff	01/11/2019	01/11/2019	Nil	10
2019	One Day Workshop on Personal and Professional Excellence in Teaching, Learning Evaluation	Nil	11/10/2019	11/10/2019	41	Nil

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
No Data Entered/Not Applicable !!!				
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
1	7	3	5

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
16	13	25

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Internal and external auditing is done regularly by a practicing chartered accountant as well as State Government auditors for both periodic and annual audits. Academic audit: The institution reviews its teaching and learning process regularly by a comprehensive process operated at three different levels through the structures formulated by the institution, which ultimately culminates into an academic audit at the end of each semester. IQAC plays a key role in the process at the institutional, departmental and faculty level.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Corpus Fund	636706	Donations and Building Fund
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6.4.3 – Total corpus fund generated

636706

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Null	Yes	IQAC
Administrative	Yes	Deputy Directors Office	Yes	Management

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

<p>1. Allotted funds as salary to Non teaching Staff-Temperory 2. Provided funds to meet operating expenses such as electricity, water charges, telephone charges 3. Allotted funds to purchase and repair computer, electrical and electronic equipments 4. Assisted the construction of open air auditorium 5. Utilised funds for student centered activities like job fair, arts fest, sports</p>
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6.5.3 – Development programmes for support staff (at least three)

<p>1. Conducted training programmes for teaching and non teaching staff 2. arranges national and international seminars and workshops in various disciplines 3. Arranged seminar on teaching, learning and evaluation and new naac and ssr guidelines</p>

6.5.4 – Post Accreditation initiative(s) (mention at least three)

<p>1. new vehicle parking area and open air auditorium constructed 2. Newsletter and research journal- Academic Mirror published 3. Campus placement drive conducted 4. Arranged training programmes to kudumbasree members on LED making 5. Conducted computer literacy programmes to women in the locality</p>
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6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	One Day International workshop on Experimental Learning for	17/09/2019	17/09/2019	17/09/2019	280

	Personal Health and Well being				
2020	One Day International Seminar on New Trends in Tourism	07/02/2020	07/02/2020	07/02/2020	320
2020	One Day National Seminar on Emerging Trends in Material Science	20/02/2020	20/02/2020	20/02/2020	120
2019	One Day Workshop on Personal and Professional Workshop on Teaching, Learning and Evaluation	11/10/2019	11/10/2019	11/10/2019	49
2019	One Day Workshop on Personality and Career Development	12/11/2019	12/11/2019	12/11/2019	230
2020	One day workshop on data analysis using statistical packages	24/01/2020	24/01/2020	24/01/2020	40
2019	One day counselling programme for parents of first year students	21/08/2019	21/08/2019	21/08/2019	220
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
A Token of Appreciation	04/09/2019	04/09/2019	100	50

2019	1	1	01/03/2019	1	Anti-narcotic Awareness programme	To create awareness among public	343
2019	1	1	14/03/2019	3	Food festival	To provide free food to the poor and needy ones	45
2019	1	1	28/06/2019	1	Drug Awareness Rally	To make the people aware of the consequences of using drugs	200
2019	1	1	06/07/2020	1	Cleaning program by NSS	To clean the nearby places	60
2019	1	1	12/08/2019	2	Flood relief camp by NSS	Collect ion of fund and materials to supply in relief camps	95
2019	1	1	16/08/2019	3	Wayanadnuoru kaithang: Essential material collection	Collect ion of fund and materials to supply in relief camps	93
2019	1	1	16/08/2019	3	Damage assessment survey with municipality	To make the people aware of the consequences	26
2019	1	1	24/08/2019	1	Cleanliness drive camp	To make the people aware of cleanliness	75
2019	1	1	19/10/2019	1	Physical and	Awareness among	45

					mental health training session	people	
2019	1	1	31/10/2019	3	Book fest	To increase reading habits among people	200
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Students	01/09/2019	<p>Our college has a well-constructed hand book and calendar and is a compilation of official policies of the college. Handbook includes the profile of the college, management of the college, college council, and details of teaching and non-teaching staffs in the college. The rules and regulations of the college, facilities in the college, courses, awareness programmes and extension activities are detailed in the handbook. All important contact numbers of the University, Management and staffs of the college are included in the handbook. The academic calendar is also attached with the handbook. The handbook and calendar are shared with every staff and student of the college. Rules and regulations are reviewed annually and each one in the college will be notified of the change through handbook.</p>
Staff	01/09/2019	<p>A work diary is maintained by the faculty members to keep a record of their activities done, teaching plan and also to record their co-curricular activities</p>

inside the campus.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Food Festival	14/03/2019	14/03/2019	45
Wayanadinu oru Kaithaangu	16/08/2019	19/08/2019	93
A seminar on Human Rights	10/12/2019	10/12/2019	120
Independence Day	15/08/2019	15/08/2019	155
Gandhi Jayanthi	02/10/2019	02/10/2019	156
Sree Narayana Guru	27/08/2019	27/08/2019	98
Blood donation with red ribbon club	25/10/2019	25/10/2019	72
Founder's Day	07/11/2019	07/11/2019	418
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

• Students, staff using a) Bicycles b) Public Transport c) Pedestrian friendly roads ? Plastic-free campus ? Paperless office ? Green landscaping with trees and plants Response:- ? Public Transport : Almost 99 of staff and students resorts to public transport. ? Green Audit is conducted to make the campus water and energy efficient, and eco-friendly. ? Nature club, Bio diversity club, Bhoomithrasena, NCC and NSS are actively involved in and committed to the protection of environment. They observe important days planting saplings in the campus and nearby places of the institution. ? World Environment Day, Ozone Day and Wet Land Day are observed every year with seminars, poster making competitions, power point presentation competitions etc. to create awareness on environment protection. ? Green Protocol has been printed on cloth and exhibited near the portico to remind our responsibility of keeping the earth green and clean. Air Conditioners are restricted to Seminar Halls and refrigerators to Laboratories as part of Green Protocol. ? Energy Audit was conducted by Physics Students under the guidance of teachers to develop a policy for reducing electricity consumption and ensure energy efficiency. ? Filament Bulbs are being replaced by LED bulbs . ? Orientation Program on energy conservation by a certified auditor was arranged for staff and students by Physics department. ? Biogas Plant is installed near the canteen to convert the food waste into biogas and compost. ? To reduce the use of papers: data collection is done through Google forms. Communications are mainly through electronic media. ? Vehicle Parking Area is provided near the entrance and entry of vehicles beyond this area is restricted to avoid air pollution and to reduce carbon footprint. Vehicle entry is not allowed inside the campus from 9.30 to 12.30 and from 1.30 to 3.30. ? Ban on flex boards, minimized use of plastic files, use of jute files, and digital display boards during Seminars/Conferences, encouragement of steel food containers and steel cups instead of plastic or paper cups. ? Pipes and taps are regularly checked to avoid leakage of water.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Student Mentoring System The practice of maintenance system is very much

effective in colleges. The mentoring system can bring about a good relationship between teacher and student. Through these measures the students are given a platform to exhibit their problems in front of their teachers and teaching teachers can also provide the necessary solutions for the problems faced by the students whether it is psychological physical economical or any other crisis.

Objectives: To monitor the students personality and discipline. To counsel the students to solve their problems and to provide confidence to improve their quality of life. Through such mentoring sessions the students are made capable of choosing right career path for job, higher studies, etc. The system would further improve the student-teacher-student relationship and students are free to speak out without any hesitation. This would also for the help the parents to know about the performance of their wards.

Context: The students are likely to undergo through lot of perplexed situations during their life and sometimes they feel they cannot take any worthy decisions and they fail to choose correct decisions at the time of decision-making. In such times, students can seek the advise from their mentor and solve their issues. Most of the students are from remote areas and they are not matured enough to take decisions on their own, the mentorship program of the institute guides and counsels the students in academic and non-academic matters. In particular, the scheme aims at addressing the deficiencies in attitude habits and knowledge of the students regarding study and learning.

The Practice: Mentoring sessions are conducted in a month twice in a week on a regular basis and it is time bound. In these allotted hours, the mentees can have a discourse with their mentor on any issues. Each mentor is allotted 20 students. The mentors are asked to produce a detailed report on the attendance. The mentors take initiative to arrange remedial and tutorial classes for slow learners, the mode of communication between mentor and mentee can be established through phone or in person. Through frequent counselling sessions the students are free to express their opinions and problems with ease and in such a way boosts their confidences and wipes out the shyness.

Evidence of Success: The mentoring system has been very effective and students are coming forward to talk about any issues. And they have that courage to express there are problems even if it is a physical abuse. The confidence level of the students' has increased so much so that they are voluntarily coming forward to participate in many programs, activities and they are able to launch new socially committed initiatives.

Problems Encountered: In the beginning stages of the mentoring system the students were not free to talk about their family issues and personal issues to the teachers and they find it's something very disgusting to open up their mind and some of the students considered this maintenance system is something an act to peep into the personal matters but gradually, students became accustomed to that.

Waste Management As a part of the clean campus initiative, Bhoomithra Sena club in collaboration with Shoranur municipality launched a waste management program in the campus. An efficient management of waste is very much essential in the present scenario of increasing number of waste products.

Objective: Through efficient waste management techniques, the environment is protected from pollution and can assure a healthy clean campus. The students are made aware of the increasing number of e-waste and its consequences in the future. Such awareness is of great importance and students could try to reduce unnecessary waste. The waste management technique in the institution is initiated with the motto of reduce, reuse, and recycle and it is very effective so far.

The Practice: To ensure the cleanliness and beauty of the campus, Bhoomitra Sena Club initiated a venture in full cooperation with Municipality. Two separate concrete bins are placed inside the campus to dump plastic and non-plastic wastes respectively. One of the bins is meant to dump the plastic waste and the other is to dump the non-plastic wastes. Municipality comes with full support that they would collect the plastic wastes once in a month without fail and it is further reused and recycled efficiently for making other products. The another concrete bin is supposed to carry non plastic wastes. The wastes dumped

in such a way are dumped in biogas and the decomposed non plastic wastes are used as manures to nourish the vegetation in the campus. This method is found to be very much effective. Evidence of Success: Municipality takes over the plastic wastes and it is further used and recycled in effective means. The rich and nourishing vegetable garden is the by-product of the non-plastic wastes which are further decomposed into manures. The rich vegetation inside the campus is the offspring of the manures that were extracted from the non-plastic wastes. Problems Encountered: • For every practice to be effectively performed in the college, the student's timely concern and participation is very much needed. The students and the staffs are sometimes is least concerned about the separate concrete rings which is place in the campus, and instead of dumping the wastes in the proper bins, they sometimes fails to do so. That would further create hindrances in the proper management of waste. • Irregularity of waste collection • Inadequate waste collection vehicles • Inadequate access to waste bins • Alternatives to final waste disposal (Burning and illegal dumping)

- Improper waste separation facilities

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://sncshoranur.edu.in/Documents/Best%20Practices%202019-20.pdf>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Institutional Distinctiveness: To make our institution a centre of excellence by making the students sensitive to the changing trends in educational, social and career opportunities. We envisage a future generation fitting properly into the world of science and technology with their feet firmly on morality and their minds aspiring for social justice and progress. Since the inception of our college, its mission has been to propagate "Liberation through Education" following the glorious ideals of Sree Narayana Guru Devan. The institution guarantees adequate opportunities for higher education to the socially depressed strata of society. Our mission is to inculcate basic virtues like resourcefulness, social responsibility and leadership qualities in students. The college stands for academic excellence and character formation with an emphasis on human values and scientific temper. The institution looks upon education as an instrument of socio-economic progress, material advancement, political development, moral and ethical development for individuals in the society. The student of this college played a vital role in the rehabilitation activities after the great flood. The institutions try to develop a humanitarian concept among the students. Every year workshops on gender right, gender sensitization, anti-work place harassment laws, anti-several abuse awareness and prevention are conducted. Many of our staffs and students are blood donors. The college has very smart and vibrant sports team who are the real champions. The college participates in and organizes tournaments and sports to meet and to promote physical well-being and sportsmanship. Various clubs like NSS, NCC and Bhoomithra Sena contributes its maximum in every year. They are very vibrant in conducting many programmes. Those units voluntarily come forward to organize such programmes which would further make them a good human. Women empowerment is one of the main mission and vision of the institution and many programmes have been organized boost the empowerment.

Provide the weblink of the institution

<http://sncshoranur.edu.in/Documents/Institutional%20Distinctiveness.pdf>

8.Future Plans of Actions for Next Academic Year

New building block is proposed to be built by the college as an expansion plan and as well as for the smooth conduct of classes considering the yearly increase in number of seats mandated by University for each programme. Permission has been received from the local authorities for construction of building. Plans to renovate existing buildings including re-wiring and paving of tiles in classroom, library maintenance and office modification are also proposed. It is also decided to install solar panel to meet the power requirements of the institution, purchase lab equipment for science departments, purchase gymnastic and other sports equipment. The college council decided to apply for NSQF courses offered by UGC and discussions have been made with Keltron and Kathakali School for implementing certificate and diploma programmes pending UGC's approval. It is decided to apply for integrated courses M.Sc. Geology and M.A. Business Economics and B.Sc. Mathematics in the conventional stream.