YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	SREE NARAYANA COLLEGE ALATHUR
• Name of the Head of the institution	Dr. R Bindu
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04922222391
• Mobile no	9645134229
• Registered e-mail	sncalathur1970@gmail.com
• Alternate e-mail	iqacsncalathurnaac2020@gmail.com
• Address	Erattakulam
• City/Town	Palakkad
• State/UT	Kerala
• Pin Code	678682
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 Calicut**
• Name of the IQAC Coordinator	**Devadas V**
• Phone No.	**049222222391**
• Alternate phone No.	**04922223482**
• Mobile	**9605723871**
• IQAC e-mail address	**iqacsncalathurnaac2020@gmail.com**
• Alternate Email address	**v.devadas.v@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://sncollegealathur.com/download/AQAR_20-21.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://sncollegealathur.com/download/Part%20A%20Acaemic%20Calender%202021-22.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**72.9**	**2005**	**20/05/2005**	**20/05/2012**
Cycle 2	**B**	**2.64**	**2015**	**03/03/2015**	**03/03/2020**

6.Date of Establishment of IQAC	**17/06/2005**

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
NA	**NA**	**NA**	**NA**	**NA**

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	7	
• 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?	Yes	
• If yes, mention the amount	500000	

11.Significant contributions made by IQAC during the current year (maximum five bullets)

Green Kerala is a grassroots movement launched by the GCEM foundation in collaboration with South India Oil Corporation as part of the Green Kerala mission. NSS units 37 & 117 of SN College, Alathur planted 6255 Saplings and won 3 gold coins by securing first place in Palakkad and second place in Kerala.

NSS units of our college Conducted a Hair Donation camp for cancer patients on 6th November 2021. More than 30 students participated in this event.

The NCC cadets took part in cleaning the school compound under Social service and community development activities for the academic year 2021-22 on 17th November 2021. The school selected is Karuna Upper Primary School, Thennilapuram of Kavassery Panchayat Palakkad. They have participated in cleaning the school premises by removing waste materials and plowing. The cadets have maintained the garden in front of the assembly area of the school.

The NCC unit of our college conducted a Blood Donation Camp in association with FHC Kavassery and District Blood Bank Palakkad on 3rd December 2021. There are 28 cadets who donated their blood.

The Anti-ragging Committee conducted an awareness program on Anti-Ragging in association with Taluk Legal Service Committee and District Legal Service Authority Palakkad on 15th December 2021.

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
The IQAC committee chalked out an action plan for the academic year 2021-22, and it has been implemented for the benefit of the students and society. We mainly focused on the following • Women's empowerment and gender equity • Environment protection, energy conservation, and agriculturally based activities • Research and academic-based activities • Sports and culturally based activities • Industry- and professional-based job-oriented activities • Social and human values-based activities • Soft skill-based add-on or certificate courses • Competitive level coaching • National and international-level collaborative faculty and student exchange programmes • Observation of Days of National and International Importance	All the departments, clubs, and committees conducted several activities based on the above areas. Being a higher education institution situated in a rural area, we are trying to develop scientific thoughts that are useful for cultivating young, talented students from various communities in this region. Our NSS and NCC units conducted various programmes related to the environment and gender issues. In the COVID pandemic situation, our students and teachers were working for society, and the college women's hostel was used as a First Line Treatment Centre for COVID-19 patients of Kavassery Panchayath. Online webinars, conferences, and workshops on different areas of academic and research interest were conducted. Such programmes helped create awareness about these topics among the students and staff. A hands-on training programme on molecular biology techniques was provided to the students of microbiology. The Entrepreneurship Club organises programmes to develop entrepreneurial skills in students. Certificate and short-term courses were conducted by most of the departments. Sports activities like coaching camps for cricket, volleyball, ball-badminton, handball, etc. were conducted, and our ball-badminton team won the university-level championship.

	The cultural club and college union of students conducted various competitions among students. The incubation centre and NSS units conducted hands-on training on mushroom cultivation. The Department of Chemistry organised a certificate course on soap making, and they started a start-up for soap and related products. Our students, teachers, and neighbouring community are customers of these products. We also conducted several human welfare programmes among students and poor people in Kavassery and Alathur ppanchayaths,such as the distribution of Onam puadava and food kits for more than 100 people. Awareness programmes were also provided to the local self-help groups like Kudumbasree of Kavassery and Alathur Panchayath. They were also given training in self-employment endeavours like soapmaking. Link for more details : https://sncollegealathur.com/download/iqac/Quality%20Initiative%202021-22.xlsx
13.Whether the AQAR was placed before statutory body?	Yes

- Name of the statutory body

Name	Date of meeting(s)
College Council	03/11/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
Yes	03/10/2022

15.Multidisciplinary / interdisciplinary

Interdisciplinary learning is a holistic approach that links the disciplines by emphasizing relationships and connections. It is a different approach to curriculum development and one that moves away from the traditional, subject-centred approach.
Interdisciplinary experiences provide an opportunity for a more relevant, less fragmented, and stimulating experience for students.

The college offers two undergraduate programmes such as BA in Functional English and BSc in Environment and Water Management which are interdisciplinary in nature. The other departments too have collaborated together to conduct inter-departmental activities to boost harmonious relationships among the staff and students of various departments.

16.Academic bank of credits (ABC):

As an affiliated college of the University of Calicut, this college follows Choice Based Credit Semester System (CBCSS) for undergraduate and post-graduate courses.

 The duration of a UG Programme shall be 6 semesters distributed over a period of 3 academic years. The odd semesters (1, 3, 5) shall be from June to October and the even semesters (2, 4, 6) shall be from November to March.: The UG Programme shall include five types of courses, viz; Common Courses (Code A), Core courses (Code B), Complementary courses (Code C), Open Course (Code D) and Audit courses (Code E). [Type text] Common Courses: In general, every UG student shall undergo 10 common courses (total 38 credits) chosen from a group of 14 common courses listed below, for completing the programme.

17.Skill development:

It is important to create independent thinkers who are far more capable of dealing with real-world scenarios responsibly and wisely, hence the college has organized programmes offline and online to promote Life Skills and to develop multiple skills such as Leadership skills, Communication skills, Adaptability skills, Time management skills, Problem-Solving skills and Creative skills. The decision of choosing what to think and understand of the world should be left to young individuals. Keeping this idea in mind, the various departments of the college have equipped them with

activities to develop creativity, independence and social skills.

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

New Education Policy 2020 calls for the integration of Indian Culture and Philosophy as the contribution of these iconic legacies to world heritage, on one hand, need to not only be supported and conserved for future generations but also systematically researched, improved, and put to new uses through our evolving education system and the.

The college has taken current initiatives to implement the policies of New Education and has conducted cultural programmes and events to integrate traditional knowledge with regular ug and pg courses. Every discipline has organized lectures, discussions, seminars, and workshops to develop consciousness about ancient and indigenous knowledge and varied heritage traditions.

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

The University of Calicut follows an Outcome Based Syllabus and as a college affiliated to the university hence offers nine undergraduate programmes and four pg courses based on OBE.

For example, on successful completion of BA Functional English, a student will be equipped in the following areas: Having acquired the fundamentals of English grammar and its nuances, the student will be able to read, write and communicate fluently in English following the standards of acceptable pronunciation, accent and intonation. The student also has a better understanding of human life and values through the acquaintance with literary masterpieces and understands the intricacies of politics of marginalization and gets equipped to be proactive in real-life situations. The learner will have acquired skills to use modern technology for academic purposes and the learner will be able to effectively draft correspondences for official and business purposes and other professional writing skills. 10: The theoretical and practical knowledge of the translation and media writing enable a student to pursue them on a professional basis.

 The science courses in general create products and processes beneficial for the economic development of society and they advocate the practices of logical, rational and precise thinking, experimentation, problem-solving, and evidence-based investigation into everyday life.

The commerce and management studies promote competitive entrepreneur skills and business management and they enable learners to get theoretical and practical exposure to the *commercial* sector which includes Accounts, *Commerce*, Marketing, Management, and Economics.

20.Distance education/online education:

Online Education is a flexible instructional delivery system that encompasses any kind of learning that takes place via the Internet. The college has always ensured the benefits of online teaching and learning for students and faculty members of this college.

A good number of teachers have attended Faculty Improvement Programmes (FIP) and courses online and they have shared learning materials and resources for the benefit of students through various online platforms such as Google Classroom, Gmeet, Zoom and Whatsapp. Google Forms also were used for online tests and evaluation of the students. During the Covid-19 outbreak, every faculty provided online classrooms and a good number of teachers have started their YouTube channels for sharing knowledge.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**215**

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

2.Student

2.1 Number of students during the year	**1247**

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	**153**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**367**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**56**

File Description	Documents
Data Template	View File

3.2 Number of sanctioned posts during the year	**56**

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	**38**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**44.75**
4.3 Total number of computers on campus for academic purposes	**84**

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

The Principal in consultation with College Council and IQAC plans the activities for each year . Academic Calendar and Action Plan are prepared at the onset of the academic year based on the University Academic Calendar. Even though the curriculum is designed by the University, the College takes utmost care in delivering the curriculum in the most effective and systematic manner. Annual academic plan is designed taking into consideration the effective curriculum delivery and transaction. The general time table is prepared by the Time table Committee based on which the departments prepare the Time table for the academic year. The departments prepare their timetable and action plan according to academic calendar of the College. The syllabus is divided among the faculty by the Head of the Department according to their respective areas of specialization. Departments discuss and plan teaching strategies for the effective implementation of curriculum. Monthly teaching plan is prepared to organize the teaching process. Seminars, Workshops and Extension lectures by subject experts are organized to supplement the curriculum transaction. ICT enabled teaching and innovative teaching methods are effectively used to make the curriculum up-todate. Students and faculty are motivated to attend MOOCs for updating themselves

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)

Academic calendar was prepared by the concerned committee for smooth conducting of curriculum supporting programmes through online and off linemode. Since all the students got their devices to support the online classes, live classes were conducted through various platforms such as Google meet, Zoom, Webex etc and off line classes, Regular tutorial meetings , PTA meetings were conducted in order to find out the difficulties faced by the students during two different mode of learning. Based on the feedbacks, solutions were given to the students to rectify the issues. Once all the issues were solved the internal assessment were conducted to check the progress of the learning. Assignment submission and seminar presentations were conducted once the classes became regular after covid 19 pandemic.. Based on which the students were given internal Marks.

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

1.1.3 - Teachers of the Institution participate in **B. Any 3 of the above** **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**

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

13

File Description	Documents
Any additional information	[View File](#)
Minutes of relevant Academic Council/ BOS meetings	[View File](#)
Institutional data in prescribed format (Data Template)	[View File](#)

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)

09

File Description	Documents
Any additional information	View File
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

219

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 curriculum emphasises gender, environment sustainability, human values and professional ethics in various programmes and courses. The aim of such a cur to inculcate a value system which fosters sense of protection of nature, pre of water resources, theimportance of sustainable development, the impact of changes on earth, the awareness of gender issues in society, and the need to professional ethics in students. Both UG an syllabus stress the need for environment protection, pollution control, gender equality etc. In the Curriculum for UG students there are five audit courses AUD2E02: DISASTER MANAGEMENT for second semester UG Students AUD1E01: ENVIRONMENTAL STUDIES for first semester UG students AUD4E06: Gender Studies for fourth semester UG students AUD3E03 - HUMAN RIGHTS for third semester UG students 'Intellectual Property Rights' and 'Consumer Protection' u for third semester UG students Also the college conducted several curriculum enrichment programmes which ensures the gender, environment sustainability, human values and professional ethics such as Water quality analysis during rainy

season, Awareness on Monsoon diseases and Covid 19, Talk on Female Spaces, Talk on "Health and Fitness of Women ", World water Day, Gateway to Financial Freedom - One hour Online Industry Workshop, International day for plant health.

File Description	Documents
Any additional information	View File
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

13

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

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

402

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

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	https://www.sncollegealathur.ac.in/iqac.php
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
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	View File
URL for feedback report	https://www.sncollegealathur.ac.in/iqac.php

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

444

File Description	Documents
Any additional information	View File
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

150

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

2.2 Catering to Student Diversity

The methodologies followed under the headship of IQAC and departments include

1. **An orientation program is arranged for all first-year students to get acquainted with the new environment and make them aware of the rules and regulations of the College as well as the University.**
2. **Program-wise bridge course is conducted at the entry-level to bridge the gap between plus two and college-level teaching and learning processes.**
3. **In each class, students are assigned to a teacher as a tutor in all departments to maintain mentor-mentee relationships**

On analyzing the outcome of all four aforementioned criteria and the marks secured in internal assessments, tutors identified slow and advanced learners. Advanced learners are encouraged to attend webinars, seminars, and expert lectures, and to become members of several clubs and committees functioning in College. For slow learners, a class-wise remedial coaching system is introduced to make them competitive. In addition, each mentor is assigned a group of advanced learners to help slow learners in their studies.

The faculty takes a keen interest to ascertain their wards to use the Central library and e-journals to uplift overall knowledge.

File Description	Documents
Paste link for additional information	https://www.sncollegealathur.ac.in/iqac_highlights.php
Upload any additional information	View File

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

Number of Students	Number of Teachers
1242	56

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

2.3.1 The college follows a student-centric learning method where students equally, participate in the learning process. Departments devise action plans for yearly activities at the beginning of each academic year. These include projects, field visits, seminars, invited lectures, project presentations, assignments, internships, exhibitions, fests, debates, writing prequels to plays, case studies, role plays, hands-on training, panel discussions, etc. Students visit centers of research and excellence . The curricular aspects are enhanced by the involvement of the students in the activities of various clubs by engaging them in interdisciplinary programs and give an edge in cross-cutting issues like environmental studies,gender studies and human rights issues.

Experiential Learning

1. Water quality analysis, Butterfly garden setting
2. Food fest, Mango day celebration, Online republic day celebration
3. Carrier guidance class by NSS unit for school students
4. Leadership camps, awareness campaigns, AZADI KA AMRUT MAHOTSAV programs, Mid-day meal program

Participative Learning

1. **Student teaching center- Students part into groups and help each other with their studies.**
2. **Quiz competitions**
3. **Group discussions, debates, case studies, seminar presentations.**
4. **Participation in webinars, online workshops, courses**

Problem-Solving Methods

1. Certificate Courses

2. Involvement in community-oriented activities

Skill based programs

1. **Mushroom cultivation**
2. **Vegetable garden setting**
3. **Job-oriented training**
4. **Add-on courses**

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	https://www.sncollegealathur.ac.in/iqac_highlights.php

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

2.3.2 ICT FACILITIES

Integrating Information and communication technology (ICT) into the curriculum has commendable positive attributes on students, endowing them with presentation skills and innovative capabilities. E-learning practices have alleviated the temporal and geographical barriers to education for learners and teachers in our college. Judicious use of ICT has opened up vistas of E-learning, Blended learning, and Distance learning practices. The ICT-enabled tools, devices, and platforms facilitate learner-centered teaching practices are

1. **Accessed network communication platforms like Google meet, Zoom, and Edx for taking classes**
2. **Accessed various online resources**

3. Created videos on YouTube & prepared course content on Google classrooms.
4. Students are exposed to vast arenas of Massive Open Online Courses. MOOC BY UDEMY, COURSERA, EDX, SWAYAM.
5. Tutors encouraged the students to access NLIST journals and to take up courses in NTPEL.
6. Encouraged E- assignment submission via Google classrooms, Google forms, Quizzes
7. Encouraged to use telegram groups, What's up groups, Flip html, and blog spots for illustrating topics in the syllabus.
8. Encouraged to use Classroom platform Teach mint
9. Motivated the students to use upgraded graphic applications like Geogebra Matlab and SPSS.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

56

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

56

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

10

File Description	Documents
Any additional information	View File
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

345

File Description	Documents
Any additional information	View File
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.

2.5.1 Mechanism for internal assessment and evaluation is transparent and conducted regularly as per University regulations.

All the components are designed to match the attainment of skills and abilities the student is expected to acquire at the end of the course.

Various steps that are indigenously adopted to ensure the smooth conduct of internal evaluation include: 1. CBCSSUG & PG Monitoring Committees 2. Centralized internal exam cell 3. Unit test 4. Exam monitoring committee 5. Monthly Attendance 6. Seminars and Assignments 7. Students review and grievance Redressal Practices ensuring transparency: 1. Tentative dates of internal exams are included in the College academic calendar and department academic calendar 2. Confirmed dates are pre-informed via circulars two weeks prior to the conduct of internal exams 3. Two centralized exams with mixed seating and two departmental tests are convened in a year

Practices ensuring robustness: 1. Additional exams and retests on reasons on genuine grounds 2. Department-level Parent's meeting - One to one interaction of parents and teachers discussing the performance of their wards. The tutor also suggests appropriate remedial / support mechanisms. 3. Consolidated internal mark sheets are exhibited on department notice board

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://www.sncollegealathur.com/naac/sncr2/evaluation_%20policy.pdf

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

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

A five-tier grievance redressal system runs in the college 1. Teacher Level The concerned teacher in charge addresses the issues pertaining to his/her course. Any grievance regarding valuation, tabulation or internal score is brought to notice as soon as the answer scripts are distributed. 2. Tutor Level Tutors maintain a grievance file and attend to the issues of concerned wards on having personal discussions by playing a bridging role between the student and teacher in charge. 3. Department Level:

If the problem is left unresolved it is put forth in a departmental meeting headed by HOD and the disputes and remedies will be entered in the department meeting minutes. 4. College Level:

The College has a well-functioning Grievance Redressal Cell with the Principal as chairman and senior staff. If the student is not satisfied, he/she can file a written complaint to the grievance redressal cell 5. University Level: The Registrar or the Controller of the Examination makes the final decision with regard to the examination-related grievance at the University level.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://www.sncollegealathur.com/naac/sncr2/ G_21_22.pdf

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.

2.6.1 Ways and means for familiarizing POs, for familiarizing POs, PSOs and COs among the stakeholders:

PO, PSO and CO are made available on the website via the link which facilitates and renders helping hands to those seeking admission to the institution to enrol for a specific programme by identifying holistic details including Syllabus, programme outcomes, programme-specific outcomes and Course outcomes POs and PSOs are displayed in department notice boards, classrooms and labs to make the students acquainted and familiarized with them.

- A brief description of PO and PSO is given to UG and PG students at the department-level induction program at the Commencement of the programme. Along with POs & PSOs, programme-specific career and higher education prospects are conveyed to their wards by the tutors concerned.
- A discussion on Course outcomes is made by the faculty members concerned at the beginning of each course and is reviewed at the end of the course.
- Initially, a course outcome-linked teaching plan is prepared by all the faculty members and is discussed in the class at the beginning of the course

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://www.sncollegealathur.com/naac/sncr2/2.6.1_for_website.pdf
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.

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

Outcome-Based Education (OBE) is a linchpin on which the higher education of recent times is bounded with. Methodologies adopted to analyse the PO, CO attainment:

Result analysis at the end of the programme: Tutors are entrusted for result analysis at the end of the semester

Student Progression: A survey of each year undergraduate and postgraduate programmes is conducted by the concerned tutors.

Continuous evaluation parameters used for CO, PO, and PSO attainment

a) Internal examination: Two internal examinations, one centralized and the other departmental, are conducted by the examination cell in each semester. Valued answer scripts are handed over to students within a period of one week. Advanced learners and slow learners are identified.

b) Assignments: Course outcome-linked teaching plan is prepared by faculty members and dates of assignment submissions are pre-informed through the department academic calendar.

c) Seminars: Students are trained for ICT-based seminar presentations and the faculty members in charge assess the performance and grade them as per the university stipulations.

d) Projects and viva: Projects, field visits, course viva and practical skill evaluations are also the value indicators

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://www.sncollegealathur.com/naac/sncr2/2.6.1_for_website.pdf

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

302

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	[View File](#)
Paste link for the annual report	https://www.sncollegealathur.com/iqac_highlights.php

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://www.sncollegealathur.ac.in/iqac_highlights.php

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

0

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

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

As a college catering to the needs of rural people in the Alathur and Kavassery panchayat, the college has always initiated measures

to transfer knowledge to the community outside and also to its own students who come from socially and economically backward communities. The college had initiated the formation of incubation centre last year itself and thisyear it has taken measures to enrol the college with Institutions and Innovation council of India. Understanding the requirements of the current scenarios prevailing in the society the college has organised various programs like lecture on the conservation of local mango varieties of Kerala, Webinar on configuring common man to Capital markets, talk on career opportunities for Microbiology graduates in UAE etc. Recognizing the significance of mental health among the students in the post covid scenario,the college has conducted motivation classes and classes on the importance of positive thinking. The college is also providing add on course in Yoga with a duration of 3 months which will help the students in relieving their stress. As part of our commitment tonature,survey of birds and green audit was initiated by the college,

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sncollegealathur.com/download/2023/IQAC_Quality_Initiative_2021_2022.xlsb

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	View File
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

0

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

4

File Description	Documents
Any additional information	View File
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

12

File Description	Documents
Any additional information	View File
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

As a college situated in rural area, we are bound to uplift the

people of this area by enhancing their knowledge in various social economical and health related issues. The college undertakes each year various sensitisation activities to create awareness among the rural folks. This year also the college has taken various initiatives like creating awareness about the Prohibition of Dowry Act in the light of increased dowry killings in the state, Gender sensitisation talks, Awareness on HIV class, awareness on communicable diseases etc. The college has also played its role in making the people vigilant about the harmful effects of plastic waste and the need for proper collection and segregation of the same. Various measures have been undertaken to protect the environment by planting trees as part of green clean Kerala. Efforts were also initiated by the college in maintaining the planted tree saplings which many usually neglect to do.

File Description	Documents
Paste link for additional information	https://sncollegealathur.com/download/2023/IQAC_Quality_Initiative_2021_2022.xlsb
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

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	No File Uploaded
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

17

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
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

997

File Description	Documents
Report of the event	View File
Any additional information	View File
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

4

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
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

3

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
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 campus, spread over 25 acres of land,has all the physical facilities required for curricular and co-curricular activities. A public addressing system enables the Principal to communicate with students and staff in areas of the campus including lecture halls, laboratories, sports facilities, and seminar halls.

Academic facilities -

1. **Lecture halls – We have 35 lecture halls – three for each of the nine undergraduate programs and two for each of the four postgraduate programs. The M.Sc. program in Zoology has its lecture halls associated with the practical laboratories according to the scheme of their syllabus. Nine of the lecture halls are ICT- enabled.**
2. **Science laboratories – We have six science laboratories in total – one each for Chemistry, Physics, Microbiology, Botany, Zoology, and Biochemistry.**
3. **Language lab – a language lab is established within the computer lab for B.A. Functional English program.**
4. **Computer labs – two computer labs – one each for U.G. and P.G. students - have been set up in the College.**
5. **Central library - the fully automated library is equipped with**

more than 21488 books, 20 printed journals apart from the
online journals available in different platforms. 15 computers
with internet facilities are provided in the library.

6.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.sncollegealathur.com/naac/sncr4/ Criteria 4 Cover Page 4.1.1 for website.pdf

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

Sports facilities -

1. Football and cricket court with an area of 4000 square meters,
   an also a shuttle badminton court, established in 1970.
   Regular practice activities and competitions at the College
   level and University level are organised here.
2. Volleyball court with an area of 442 square meters,
   established in 1970 and is used for practice and competitions.
3. Sepathakraw court with an area of 275 square meters.
   Established in 2017.
4. Fitness center, having an area of about 30 square meters and
   was established in 2014,
5. Cricket Nets with a built-up area of 25 square meters, with
   concreted floor and net covering. This was established in
   2018.
6. Yoga training hall – with a built area of about 250 square
   meters, our yoga training centre is an ideal place for
   students and staff to practice yoga.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.sncollegealathur.com/naac/sncr4/ Criteria 4 Cover Page 4.1.1 for website.pdf

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

LMS, etc.

12

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.sncollegealathur.com/naac/sncr4/ Criteria 4 Cover Page 4.1.1 for website.pdf
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)

46.67951

File Description	Documents
Upload any additional information	[View File](#)
Upload audited utilization statements	[View File](#)
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 library is automated using Integrated Library Management System (ILMS), subscription to e-resources, the amount spent on the purchase of books, journals, and per day usage of the library.

The library is fully automated using Koha version 21.11.09.000 which is the world's best open-source library automation software. It is a fully featured, scalable library management system used by over 3000 academic, public, and special libraries around the world. This software provides web opac which enables the patrons to access the

library catalog/opac from anywhere and search the library collection online.

The College is registered under the NLIST programe and hence is entitled to access the e-resources (6000 + e-journals and 164000 + e-books).

The library is equipped with a total of 21488 books, and 20 printed journals apart from the online journals available on different platforms. 15 computers with internet facilities and a printer are provided in the library.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	https://www.sncollegealathur.com/naac/sncr4/ Criteria 4 Cover Page 4.2.1 for web site.pdf

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   **B. Any 3 of the above**

File Description	Documents
Upload any additional information	[View File](#)
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

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)

1.36512

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
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

14.22

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The entire campus of the College is Wi-Fi enabled for the use of staff and students. Wi-Fi facilities are provided by BSNL with a speed of 200Mb/s and are made available in all departments, administrative office, library, auditorium, and seminar halls. This enables the students to access online resources for references in actual classroom situations. It is used for academic activities of teachers and students, administrative activities related to student admission, student examination, and administrative activities of the office. Separate computer labs with internet/printer/projector facilities are provided for UG and PG students. The network of 15 computers in the library enables students and faculties to download e-books, and e-journals and access various e-resources. Each of the undergraduate departments is provided with a minimum of two computers with internet facilities and printers while every postgraduate department is provided with a minimum of three computers. These are used for academic as well as administrative activities of the departments.

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional information	https://www.sncollegealathur.com/naac/sncr4/ Criteria_4.3.1._Cover_Page_for_website.pdf

4.3.2 - Number of Computers

84

File Description	Documents
Upload any additional information	[View File]()
List of Computers	[View File]()

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

File Description	Documents
Upload any additional Information	[View File]()
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)

File Description	Documents
Upload any additional information	*View File*
Audited statements of accounts	*View File*
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.

Nil

File Description	Documents
Upload any additional information	*View File*
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

71

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	*View File*
Upload any additional information	*View File*
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	*View File*

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

`33`

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	https://sncollegealathur.ac.in/iqac_highlights.php
Any additional information	View File
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

`120`

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

`120`

File Description	Documents
Any additional information	View File
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	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

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

12

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
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

96

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
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

13

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

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.

27

File Description	Documents
e-copies of award letters and certificates	<u>View File</u>
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)

- **Department of Physical education has conducted selection trails for various college teams.**

- **Department of Physical education has conducted coaching camp for various college teams. Practice of selected college students were started from the first week of January 2021**
- **Cricket**
- **Volleyball**
- **Ball Badminton**
- **Football**

- **College Ball badminton Men team Participated in Calicut University inter zone championship held at Sree Krishna College, Guruvayoor and the team secured First position.**
- **College cricket Men team participated in the Calicut University inter zone championship held at Sree Krishna College, Guruvayoor, Thrissur.**
- **College cricket Men team participated in the Calicut University C zone championship held at MES Kallady College Mannarkad and secured third position and the team qualified**

for inter zone Competition
- **College volleyball team participated in the Calicut University C zone volleyball championship held at SN college alathur.Our team Secured FourthPosition and were also qualified for inter zone Competition.**

File Description	Documents
Paste link for additional information	https://sncollegealathur.ac.in/iqac_highlights.php
Upload any additional information	View File

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

15

File Description	Documents
Report of the event	View File
Upload any additional information	View File
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 meet is a place where the institution feels proud on seeing its successful alumni. Sree Narayana College has its ownAlumini since 1972and is registered, its reg. no. is. Mr. Mohammed A, President, Prasanth V, Secreatary, and Ranjith C R, Treasurer of the Alumni.They are the key andinevitable participant working for the

benefit of our students.

Their interaction with graduates were made proactive to face the current challenges of competitive professional world. In the Alumni General body meeting held on 2018 planned and actively conducted Rescue and relief action program in relation with flooddisaster. The Alumni of Sree Narayana College, Alathur distributedsanitizer and pulse oximeter to students and public (Alathur andKavassery). They distributed financial support for one student fromeach category (PH student, socially backward and meritoriousstudent) from each department. More over mobile phones with newconnections and Net recharging were done for financially backwardstudents as the classes were online mode due to COVID 19 pandemic.

At the beginning of each year every department teacher coordinates their departmental Alumnae meetingsin which they coordinate merit fest and poor aid fund.We also have individual department Alumni and at the beginning of each year they honored UG and PG out going toppers ofeach year and the students qualified for competitive exams, and students performed outstanding performance in extracurricular activities.They contributed 10000 rupees for Mid-Day Meal programme for financially poor students. They also distributed cloth bags for all students as a message for initiate irradicating plastics from earth.

File Description	Documents
Paste link for additional information	https://sncollegealathur.ac.in/iqac_highlights.php
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	View File

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 vision and mission of SREE NARAYANA COLLEGE, ALATHUR is modified on the basis of changing global and national education system. Goals are set to attain the objectives envisaged in national policy for higher education. The college follows democratic style of governance in all its affairs. The vision and mission of the institution reflect the changing scenario of new education policy. The college is fully owned and managed by Sree Narayana Trusts, Kollam which has a very long history in running various educational institutions for the upliftment of economically and socially backward community. The college aims at achieving the lofty ideals of Sree Narayana Guru the world-renowned social reformer and saint philosopher of modern India. ''Seek freedom and enlightenment through education" is our motto. Imbibing the great teachings of the Guru, our institution trains the youth inculcating resourcefulness, initiative, self-confidence and leadership qualities and helps the students to keep abreast of the modern age of science and technology by moulding them as competent and committed citizens. High quality educational practises are implemented keeping in mind the policy of uncompromising adherence to the principles of Sree Narayana Guru and R. Shankar, who is the founder of the college.

File Description	Documents
Paste link for additional information	https://www.sncollegealathur.ac.in/vision.php
Upload any additional information	View File

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

The Secretary of the Sree Narayana Trusts is the manager of the college. The Regional Development Committee (RDC) which is the representatives of the management supports the principal in good governance of the college. RDC plays an important role in overall upliftment of the college. RDC provides full support to the principal in governance. All the decisions relating to college governance are taken jointly by the principal, RDC members and IQAC Co Ordinator. The decisions of this meeting are implemented in consultation with the college council. All important decisions related to academic and administrative matters in the institution

are taken by the college council headed by the Principal. The various administrative and academic departments of the college are effectively governed through a constitution of mandatory bodies such as IQAC, Staff Council, Purchase Committee, PTA etc having well defined roles in vision and mission of the college.

The Principal forms the committees under the convenorship of a senior teacher with members from teaching staff, non-teaching staff and students representatives for overall management of various functions of the college such as admission, conduct of university examination, development of infrastructural facilities, cultural programmes, implementation of healthy practices in college campus.

File Description	Documents
Paste link for additional information	https://www.sncollegealathur.ac.in/iqac_highlights.php
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college strategic plan mainly focus on the improvement of both students and institution , improving teaching learning mechanism and to formulate and execute plans to strengthen the research extension activities. The college had conducted seminars and conferences on various subjects through online and offline mode for students . The students in our institution attend seminars and conferences conducted by other institutions. During final semester of UG and PG programmes provide the students an opportunity to interact with various industries. Ie, organising Industrial visits for students. The Career Guidance Cell and Placement cell provides immense opportunities to the students for their upliftment.

Various committees are formed for the planning, preparation and execution of academic and non-academic programmes. Each committee consists of the co Ordinator and its members. The Anti Ragging Cell, Anti Narcotic Cell, Grievances redressal cell, Women's cell, the Internal Complains Committee are compulsory. The objective of these committees is to ensure that no violation of rules takes place within the college. At the beginning of the academic year, various clubs and committees are reconstituted and prepare an action plan for that academic year and develop certain strategies for the implementation of the processed plan.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.sncollegealathur.ac.in/iqac_highlights.php
Upload any additional information	View File

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 college is controlled and governed by the Manager, Sree Narayana Trusts, Kollam, through the governing body, the Regional Development Council (RDC), and the principal of the institution. The college functions as per the rules, regulations, and statutes of the Directorate of Collegiate Education Kerala, the Deputy Directorate of Collegiate Education Thrissur, and the University of Calicut. The Principal is the head of the institution and plays a leading role in all academic and non-academic matters of the college. The prime task of the IQAC is to develop a system for conscious, consistent, and catalytic improvement in the overall performance of institutions. The college library is an integral part of the college. Automation and IT-enabled services have been successfully installed in the library. The alumni association serves as a link between the students of the past and strives for the all-round development of the Alma-mater. The college office plays a pivotal role in the proper functioning of the institution, and the major activities of the office are automated. The college union acts as a parallel governing body for students.

File Description	Documents
Paste link for additional information	https://www.sncollegealathur.ac.in/iqac_highlights.php
Link to Organogram of the institution webpage	https://www.sncollegealathur.ac.in/download/origanogram.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and　　　**A. All of the above**

Accounts Student Admission and Support
Examination

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
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

The institution considers its employees as the most valuable assets and resources. Hence we have implemented several measures for their wellbeing in all aspects which would enable them to care for the institution and themselves with potential and confidence. Effective welfare measures implemented for both teaching and nonteaching staff includes the following,Staff Association Staff recreation room, Financial aid for Teaching and non teaching staffs and family in need Cultural programs, Maternity Leave, Paternity Leave, Pension schemes, NPS, Festival allowance, Felicitation ceremonies, College canteen, Annual grand lunch and group photo. Duty Leave Earned Leave Casual leave Medical reimbursement Group insurance Scheme Retirement programs Fitness center Employee Provident Fund, Disaster relief fund, State Life Insurance.

File Description	Documents
Paste link for additional information	https://www.sncollegealathur.ac.in/iqac_high lights.php
Upload any additional information	View File

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

5

File Description	Documents
Upload any additional information	[View File](#)
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	[View File](#)

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

3

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	[View File](#)
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	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
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

We have a systematic and effective performance appraisal system designed to explore the individual professional skills, progress, and participation of staff in academic, research, curricular, and cocurricular activities to ensure the overall development of the institution. The performance of faculty members is evaluated by analyzing student feedback, appraisals from their respective HoDs, and self-evaluation. The faculty members are assessed by the students once in the academic year through a feedback form. Every teacher has to furnish the self-appraisal form (Academic Performance Indicator), which includes general information, academic performance indicators, curricular extensions, professional development-related activities, and research. Detailed lesson plans, tests, assignments, projects, remedial classes, are recorded in the teacher's diary . The diary is monitored by the head of the department, the IQAC coordinator, and the principal at the end of each semester. The non-teaching staff members are evaluated by the principal on the basis of commitment to their duties, punctuality, use of time, efficiency and politeness. The IQAC reviews administrative and academic progress to analyze the performance of all the departments and office administration. The evaluation results are communicated to the respective staff to improve shortcomings. IQAC reviews teachers' feedback forms submitted by students and takes appropriate actions.

File Description	Documents
Paste link for additional information	https://www.sncollegealathur.ac.in/iqac_highlights.php
Upload any additional information	View File

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 well-planned and transparent financial management system of our college comprises both internal and external audits of the financial accounts every year. The College Management, SN Trusts Kollam, is the internal management audit conducting agency. It is done by a qualified chartered accountant appointed by the management. All the funds sanctioned by the management are audited. The audit report is submitted by the accountant to the management. An external audit is done by the Deputy Directorate of Collegiate Education, Thrissur. At the time of annual audits, the audit team verifies all the documents related to the various funds received and utilized by the college by verifying cash books, cash receipt vouchers, salary acquittances etc. Objections and questions of any kind raised by the audit team are promptly addressed by presenting relevant documents, and the final accounts are promptly settled. The suggestions and directions made by the audit team are incorporated into the further utilization of the funds. The Accountant General, Kerala also conducts their own periodic verification of accounts sanctioned by the government. Internal scrutiny of PD funds and PTA funds is also carried out regularly by a team of faculty appointed by the principal

File Description	Documents
Paste link for additional information	https://www.sncollegealathur.ac.in/iqac_highlights.php
Upload any additional information	View File

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)

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)	**No File Uploaded**

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

Our institution has a well-established strategy for the mobilization of funds and the optimal utilization of resources for the benefit of our students and staff. Our major sources of funding comprise both government and non-government bodies like the Management Fund, Alumni Fund, Student Welfare and Development Fund, PTA Fund, NCC Fund, NSS Fund, and PD Fund. The college council is responsible for assessing, planning, implementing, and supervising the fund-raising activities of the college. All departments are instructed to submit a list of requirements at the beginning of the academic year. The budget allocation for academic and administrative activities is planned and executed after proper discussions and evaluations by the college council. The college council works in connection with the Building Committee, Purchase Committee, and Library Advisory Committee to formulate strategies for fund mobilization and its optimal utilization.

Our institution spends most of its funds on the following needs:

To improve infrastructure To purchase furniture

To purchase laboratory equipments and chemicals

To purchase stationery items

To extend IT facilities

For staff recruitment (PTA)

To implement student welfare schemes

For repair and maintenance works

Electricity and phone bills

Printing and Publishing

Internet and website management

File Description	Documents
Paste link for additional information	https://www.sncollegealathur.ac.in/iqac_highlights.php
Upload any additional information	View File

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 IQAC plays a pivotal role in the enhancement and sustainability of quality in the educational services provided by the institution. Internal Quality Assurance Cell (IQAC) is formed in the institution as a quality sustenance measure as per the guidelines of NAAC, Bangalore, an autonomous body under the University Grants Commission (UGC). Since quality enhancement is a continuous process, the IQAC is a part of the institution's system and works towards realization of the goals of quality enhancement and sustenance.

- **Promotes high professional standard by integrating research in teaching.**

- **IQAC encourages teachers to provide lectures and present papers in international and national seminars/workshops.**

- **IQAC has strictly instructed to hold a virtual classrooms for all classes and promote online assignments and internal evaluation.**
- **Encourage departments to conduct add-on, certificate and bridge courses for widening knowledge of students.**
- **The IQAC of the college has been instrumental in conducting various seminars/webinars/workshops for the students/teaching and non-teaching staff for quality enhancement.**
- **IQAC introduces quality initiatives like accreditation and ranking, consultancy, collaboration, e-attendance, internal promotion guidance and research quality enhancement.**

- **Evaluates curricular & co-curricular activities.**
- **Self assessment reports verified by HoD are collected from all faculty members at the end of the academic year.**

File Description	Documents
Paste link for additional information	https://www.sncollegealathur.ac.in/iqac_highlights.php
Upload any additional information	View File

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

Management and principal of the institution are the superior authorities who ensure that all existing and future setup and structure of operational methodologies benefit all of its students, staff, and society. Several Heads of the Departments directly hold meetings with the principal frequently to report advances, achievements, and shortcomings in our teaching and learning process. Two mandatory internal examinations are conducted for all subjects during a semester. Remedial classes are provided to slow learners after result analysis by the tutor, HOD, and Principal. Apart from the tutorial body, PTA, different clubs and committees, NSS, NCC, anti-ragging cell, anti-narcotics cell and several other auxiliary bodies are always extending their hands to help us for further improvement of quality. All such activities are initiated and coordinated by IQAC. IQAC also creates platforms for skills and professional development to mould a promising society. IQAC provides a teachers' diary to all teaching staff at the beginning of the academic year where teachers can record all academic and extracurricular activities. IQAC monitors details of online class reports from all tutors and ensures our students are not missing out on any academic activities, even during the pandemic.

File Description	Documents
Paste link for additional information	https://www.sncollegealathur.ac.in/iqac_highlights.php
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the   **B. Any 3 of the above**

**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)**

File Description	Documents
Paste web link of Annual reports of Institution	https://www.sncollegealathur.ac.in/iqac_highlights.php
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

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

Our institution had organized various initiatives in order to boost up and promote Gender Equity. NSS, Women Cell and Gender Forum had conducted multiple programmes to create awareness among students. The campus is an extremely safe and sound place, with CCTV cameras installed in every corner, and with a fully functioning anti grievance and anti ragging cell. The institution also offers free counseling to students regardless of their gender. The campus highly promotes female representation, majority of the staff being women and holding up different academic and non academic positions. Common rooms for lady staff/students are provided for their well being. The college highly supports invited lectures by eminent scholars, social activists to create empathy among students. Various talks, lectures by queer activists and social activists such as Vijayarajamalika and Jason chellat and discussions and debates by the students on issues like anti dowry, gendered spaces etc. were conducted to comprehend gender related issues and solutions.

File Description	Documents
Annual gender sensitization action plan	https://www.sncollegealathur.com/iqac_highlights.php
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	https://sncollegealathur.com/download/2023/IQAC_Quality_Initiative_2021_2022.xlsb

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

College's commitment for an ecofriendly campus, the college maintains a very effective waste management system .All efforts are being put into practice to reduce the amount of waste generation for that an effective waste management policy is strictly followed in the campus for generation of waste and disposal of waste.

Solid waste management

Colour coded waste bins are kept at the selected corners wastes such as organic wastes were taken for bio composting and the prepared compost were supplied to promoting organic farming among the local farmers and to maintain organic farming in the college campus.and food waste were taken for vermi composting and biogas production.paper and plastic wastes are hand over to the panchayats plastic collecting agency Haritha karma sena implemented plastic

free protocol.

Liquid Waste management

The water consumption by the institution is moderate. Waste water from the ladies Hostel and canteen is recycled and using for gardening and flushing which are the major water usage points.

Electronic waste management

All electronic wastes including depleted and irreparable equipment or irreversible equipment or parts thereof are write down as per government rules and sent to scrap leaders.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	[View File](#)
Geo tagged photographs of the facilities	[View File](#)

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	[View File](#)
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	View File
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	View File
Certification by the auditing agency	View File
Certificates of the awards received	**No File Uploaded**
Any other relevant information	View File

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

B. Any 3 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	No File Uploaded
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).

Sree Narayana College always gives emphasis to the infusion of an inclusive environment in all its endeavours by embracing differences and acknowledging diversities. The institution is committed to nurture tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities. All activities in the institution are orchestrated in an unbiased and unprejudiced manner which exhorts the idea of inclusiveness and objectivity.

? Ensuring equality in educational opportunities for all students by adhering to the rules and regulations of the government and the university

? Offering equal opportunity for all students in participating the democratic process and other co-curricular activities so as to facilitate cooperation and collaboration among them ? Providing induction programme for the first year students to familiarise the college and breaking the regional, social and cultural barriers among students.

? Structuring activities that strengthen inclusiveness by empowering differently-abled students, ensuring gender equity, constituting grievance redressal cell and involving in extension activities.

? Constituting Grievance Redressal Cell, Anti Sexual Harassment Cell, Internal Compliance Committee, Minority Cell, SC/ST Cell, AntiRagging Cell, Discipline Committee and Student Welfare Committee to establish equality and incluciveness.

The inclusive environment of the college enables the students to

nurture an egalitarian attitude. This is helpful in facilitating the democratic ideals among the students.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

Sree Narayana College endeavors to mould responsible citizens by instilling values and duties. This enables the students as well as employees to live amicably in the society. For achieving this the institution organizes various programmes to sensitize students and employees to the constitutional obligations: values, rights, duties and responsibilities of the citizens.

? Dissemination of the fundamental rights and duties through curriculur and co-curricular activities

? Incorporation of value based education

? Celebration of Independence Day, Republic Day, Constitution Day and other days of importance

? Organising Student Induction Programmes

? Observation of International day of non-violence and cleaning drive as part of Swachh Bharat Abhiyan

? Organising gender sensitisation programmes

? Organising cleaning drives

? Community outreach programmes

? Observance of Vigilance Week and Anti-Corruption Day.

? Observance of international days of importance

? Observance of constitution day

? Awareness campaigns on POCSO act, sexual harrasment prevention

? Constituting gender forums

? Involving in the democratic process

The programmes organized in Sree Narayana College for sensitizing the students and employees of the institution to constitutional obligations: values, rights, duties and responsibilities of citizens are very effective. The student as well as staves imbibed the values and they are reflected in their perspectives.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.sncollegealathur.com/iqac_highlights.php
Any other relevant information	https://www.sncollegealathur.com/iqac_highlights.php

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	View File

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

festivals

SREE NARAYANA College (Aided) Alathur

Celebrates National days of importance to promote National integration and unity among the students. The institution also Celebrates National, International and regional days such as World Environment day, world blood donors day, International Women's day, International yoga & music day, world child labour day, Bharath ka amrithmahothsav, youth day, Independence day, Hindi day, Gandhi Jayanthy, Ozone day, Navy day, kargil day,Republic day etc. Various progrmmes such as pencil drawing, slogan competition, planting saplings, caption making competition etc. are being conducted to encourage the students to nurture creative skills.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<u>View File</u>
Geo tagged photographs of some of the events	<u>View File</u>
Any other relevant information	<u>View File</u>

7.2 - Best Practices

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

Mid day meal NSS unit of Sree Narayana College, Alathur has conducted a mid day meal programme for the needy. Since a small meal could be sufficient to satisfy one's stomach, we decided to provide a mid day meal for the people. This programme was started as an yearly programme by NSS unit of our college. We are happy that we could achieve this successfully for this year too. This very act gave us satisfaction. one of our aims of this programme is to develop a healthy society. Since this programme was a success, we are looking forward to conduct the same for the upcoming years as well. We are happy that we have fed around 1000 needy people so far. Bio and Vermicomposting, The aim of this program was to build a society which would always support organic farming and agriculture. This compost was prepared using the bio/Agricultural and food wastes from the college, as our college is surrounded by vast forest area. The vegetable wastes were collected from local vegetable markets of Kavassery grama panchayat. We also organized eco friendly training programs.for example :- cloth bag making, candle making. The

products distributed to poor people living nearby the college.

File Description	Documents
Best practices in the Institutional website	https://www.sncollegealathur.com/iqac_highlights.php
Any other relevant information	https://sncollegealathur.com/download/2020/iqac/Institutional%20Best%20practices%207.2.1.pdf

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 institution is named after the great social reformer and visionary Sree Narayana Guru whose insights and teachings played a great role in the annals of Kerala renaissance His vision of compassion contains philosophical, ritualistic, ethical, historical and practical dimensions. The institution reflects the ethos of the teachings of Sree Narayana Guru by sticking onto the motto of emancipation through education.

The college aims at the upliftment and advancement of youth, especially those who belong to economically and socially backward areas and communities, through the propagation of the views and ideas of Sree Narayana Guru . The motto of our college is "Seek freedom and enlightenment through education" of the words of Guru. College organizes social responsible programmes, celebrating National and International days, green campus initiatives, disabled friendly environment etc in order to impart its role in an effective manner. Departments, NCC, NSS, various clubs and committees ensure their own initiatives and participation for the overall development of the students of our college.

Many certificate and add on courses are offered by different departments which enables students to get more career oriented knowledge in order to cope up the current competitive situation.

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

The Principal in consultation with College Council and IQAC plans the activities for each year . Academic Calendar and Action Plan are prepared at the onset of the academic year based on the University Academic Calendar. Even though the curriculum is designed by the University, the College takes utmost care in delivering the curriculum in the most effective and systematic manner. Annual academic plan is designed taking into consideration the effective curriculum delivery and transaction. The general time table is prepared by the Time table Committee based on which the departments prepare the Time table for the academic year. The departments prepare their timetable and action plan according to academic calendar of the College. The syllabus is divided among the faculty by the Head of the Department according to their respective areas of specialization. Departments discuss and plan teaching strategies for the effective implementation of curriculum. Monthly teaching plan is prepared to organize the teaching process. Seminars, Workshops and Extension lectures by subject experts are organized to supplement the curriculum transaction. ICT enabled teaching and innovative teaching methods are effectively used to make the curriculum up-todate. Students and faculty are motivated to attend MOOCs for updating themselves

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)

Academic calendar was prepared by the concerned committee for smooth conducting of curriculum supporting programmes through online and off linemode. Since all the students got their devices to support the online classes, live classes were conducted through various platforms such as Google meet, Zoom, Webex etc

and off line classes, Regular tutorial meetings , PTA meetings
were conducted in order to find out the difficulties faced by the
students during two different mode of learning. Based on the
feedbacks, solutions were given to the students to rectify the
issues. Once all the issues were solved the internal assessment
were conducted to check the progress of the learning. Assignment
submission and seminar presentations were conducted once the
classes became regular after covid 19 pandemic.. Based on which
the students were given internal Marks.

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

13

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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)

09

File Description	Documents
Any additional information	View File
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

219

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 curriculum emphasises gender, environment sustainability, human values and professional ethics in various programmes and courses. The aim of such a cur to inculcate a value system which fosters sense of protection of nature, pre of water resources, theimportance of sustainable development, the impact of changes on earth, the awareness of gender issues in society, and the need

to professional ethics in students. Both UG an syllabus stress the need for environment protection, pollution control, gender equality etc. In the Curriculum for UG students there are five audit courses AUD2E02: DISASTER MANAGEMENT for second semester UG Students AUD1E01: ENVIRONMENTAL STUDIES for first semester UG students AUD4E06: Gender Studies for fourth semester UG students AUD3E03 - HUMAN RIGHTS for third semester UG students 'Intellectual Property Rights' and 'Consumer Protection' u for third semester UG students Also the college conducted several curriculum enrichment programmes which ensures the gender, environment sustainability, human values and professional ethics such as Water quality analysis during rainy season, Awareness on Monsoon diseases and Covid 19, Talk on Female Spaces, Talk on "Health and Fitness of Women ", World water Day, Gateway to Financial Freedom - One hour Online Industry Workshop, International day for plant health.

File Description	Documents
Any additional information	View File
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

13

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

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

402

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	B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	https://www.sncollegealathur.ac.in/iqac.php
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
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	View File
URL for feedback report	https://www.sncollegealathur.ac.in/iqac.php

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

444

File Description	Documents
Any additional information	View File
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

150

File Description	Documents
Any additional information	View File
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

2.2 Catering to Student Diversity

The methodologies followed under the headship of IQAC and departments include

1. An orientation program is arranged for all first-year students to get acquainted with the new environment and make them aware of the rules and regulations of the College as well as the University.
2. Program-wise bridge course is conducted at the entry-level to bridge the gap between plus two and college-level teaching and learning processes.
3. In each class, students are assigned to a teacher as a tutor in all departments to maintain mentor-mentee relationships

On analyzing the outcome of all four aforementioned criteria and

the marks secured in internal assessments, tutors identified slow
and advanced learners. Advanced learners are encouraged to attend
webinars, seminars, and expert lectures, and to become members of
several clubs and committees functioning in College. For slow
learners, a class-wise remedial coaching system is introduced to
make them competitive. In addition, each mentor is assigned a
group of advanced learners to help slow learners in their
studies.

The faculty takes a keen interest to ascertain their wards to use
the Central library and e-journals to uplift overall knowledge.

File Description	Documents
Paste link for additional information	https://www.sncollegealathur.ac.in/iqac_highlights.php
Upload any additional information	View File

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

Number of Students	Number of Teachers
1242	56

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

2.3.1 The college follows a student-centric learning method where
students equally, participate in the learning process.
Departments devise action plans for yearly activities at the
beginning of each academic year. These include projects, field
visits, seminars, invited lectures, project presentations,
assignments, internships, exhibitions, fests, debates, writing
prequels to plays, case studies, role plays, hands-on training,
panel discussions, etc. Students visit centers of research and
excellence . The curricular aspects are enhanced by the
involvement of the students in the activities of various clubs by
engaging them in interdisciplinary programs and give an edge in

cross-cutting issues like environmental studies,gender studies and human rights issues.

Experiential Learning

1. Water quality analysis, Butterfly garden setting
2. Food fest, Mango day celebration, Online republic day celebration
3. Carrier guidance class by NSS unit for school students
4. Leadership camps, awareness campaigns, AZADI KA AMRUT MAHOTSAV programs, Mid-day meal program

Participative Learning

1. Student teaching center- Students part into groups and help each other with their studies.
2. Quiz competitions
3. Group discussions, debates, case studies, seminar presentations.
4. Participation in webinars, online workshops, courses

Problem-Solving Methods

1. Certificate Courses

2. Involvement in community-oriented activities

Skill based programs

1. Mushroom cultivation
2. Vegetable garden setting
3. Job-oriented training
4. Add-on courses

File Description	Documents
Upload any additional information	[View File]()
Link for additional information	https://www.sncollegealathur.ac.in/iqac_highlights.php

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

2.3.2 ICT FACILITIES

Integrating Information and communication technology (ICT) into the curriculum has commendable positive attributes on students, endowing them with presentation skills and innovative capabilities. E-learning practices have alleviated the temporal and geographical barriers to education for learners and teachers in our college. Judicious use of ICT has opened up vistas of E-learning, Blended learning, and Distance learning practices. The ICT-enabled tools, devices, and platforms facilitate learner-centered teaching practices are

1. Accessed network communication platforms like Google meet, Zoom, and Edx for taking classes
2. Accessed various online resources
3. Created videos on YouTube & prepared course content on Google classrooms.
4. Students are exposed to vast arenas of Massive Open Online Courses. MOOC BY UDEMY, COURSERA, EDX, SWAYAM.
5. Tutors encouraged the students to access NLIST journals and to take up courses in NTPEL.
6. Encouraged E- assignment submission via Google classrooms, Google forms, Quizzes
7. Encouraged to use telegram groups, What's up groups, Flip html, and blog spots for illustrating topics in the syllabus.
8. Encouraged to use Classroom platform Teach mint
9. Motivated the students to use upgraded graphic applications like Geogebra Matlab and SPSS.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

56

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

56

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

10

File Description	Documents
Any additional information	View File
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

345

File Description	Documents
Any additional information	View File
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.

2.5.1 Mechanism for internal assessment and evaluation is transparent and conducted regularly as per University regulations.

All the components are designed to match the attainment of skills and abilities the student is expected to acquire at the end of the course.

Various steps that are indigenously adopted to ensure the smooth conduct of internal evaluation include: 1. CBCSSUG & PG Monitoring Committees 2. Centralized internal exam cell 3. Unit test 4. Exam monitoring committee 5. Monthly Attendance 6. Seminars and Assignments 7. Students review and grievance Redressal Practices ensuring transparency: 1. Tentative dates of internal exams are included in the College academic calendar and department academic calendar 2. Confirmed dates are pre-informed via circulars two weeks prior to the conduct of internal exams 3. Two centralized exams with mixed seating and two departmental tests are convened in a year

Practices ensuring robustness: 1. Additional exams and retests on reasons on genuine grounds 2. Department-level Parent's meeting – One to one interaction of parents and teachers discussing the performance of their wards. The tutor also suggests appropriate remedial / support mechanisms. 3. Consolidated internal mark sheets are exhibited on department notice board

File Description	Documents
Any additional information	[View File]()
Link for additional information	https://www.sncollegealathur.com/naac/sncr2/evaluation_%20policy.pdf

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

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

A five-tier grievance redressal system runs in the college 1. Teacher Level The concerned teacher in charge addresses the issues pertaining to his/her course. Any grievance regarding valuation, tabulation or internal score is brought to notice as soon as the answer scripts are distributed. 2. Tutor Level Tutors maintain a grievance file and attend to the issues of concerned wards on having personal discussions by playing a bridging role between the student and teacher in charge. 3. Department Level:

If the problem is left unresolved it is put forth in a departmental meeting headed by HOD and the disputes and remedies will be entered in the department meeting minutes. 4. College Level:

The College has a well-functioning Grievance Redressal Cell with the Principal as chairman and senior staff. If the student is not satisfied, he/she can file a written complaint to the grievance redressal cell 5. University Level: The Registrar or the Controller of the Examination makes the final decision with regard to the examination-related grievance at the University level.

File Description	Documents
Any additional information	[View File]()
Link for additional information	https://www.sncollegealathur.com/naac/sncr2/G_21_22.pdf

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.

2.6.1 Ways and means for familiarizing POs, for familiarizing POs, PSOs and COs among the stakeholders:

PO, PSO and CO are made available on the website via the link which facilitates and renders helping hands to those seeking admission to the institution to enrol for a specific programme by identifying holistic details including Syllabus, programme outcomes, programme-specific outcomes and Course outcomes POs and PSOs are displayed in department notice boards, classrooms and labs to make the students acquainted and familiarized with them.

- **A brief description of PO and PSO is given to UG and PG students at the department-level induction program at the Commencement of the programme. Along with POs & PSOs, programme-specific career and higher education prospects are conveyed to their wards by the tutors concerned.**
- **A discussion on Course outcomes is made by the faculty members concerned at the beginning of each course and is reviewed at the end of the course.**
- **Initially, a course outcome-linked teaching plan is prepared by all the faculty members and is discussed in the class at the beginning of the course**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://www.sncollegealathur.com/naac/sncr2/2.6.1 for website.pdf
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.

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

Outcome-Based Education (OBE) is a linchpin on which the higher education of recent times is bounded with. Methodologies adopted to analyse the PO, CO attainment:

Result analysis at the end of the programme: Tutors are entrusted for result analysis at the end of the semester

Student Progression: A survey of each year undergraduate and postgraduate programmes is conducted by the concerned tutors.

Continuous evaluation parameters used for CO, PO, and PSO attainment

a) Internal examination: Two internal examinations, one centralized and the other departmental, are conducted by the examination cell in each semester. Valued answer scripts are handed over to students within a period of one week. Advanced learners and slow learners are identified.

b) Assignments: Course outcome-linked teaching plan is prepared by faculty members and dates of assignment submissions are pre-informed through the department academic calendar.

c) Seminars: Students are trained for ICT-based seminar presentations and the faculty members in charge assess the performance and grade them as per the university stipulations.

d) Projects and viva: Projects, field visits, course viva and practical skill evaluations are also the value indicators

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.sncollegealathur.com/naac/sncr2/2.6.1_for_website.pdf

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

302

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	View File
Paste link for the annual report	https://www.sncollegealathur.com/iqac_highlights.php

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://www.sncollegealathur.ac.in/iqac_highlights.php

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-govermnental 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

0

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

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

As a college catering to the needs of rural people in the Alathur and Kavassery panchayat, the college has always initiated measures to transfer knowledge to the community outside and also to its own students who come from socially and economically backward communities. The college had initiated the formation of incubation centre last year itself and thisyear it has taken measures to enrol the college with Institutions and Innovation council of India. Understanding the requirements of the current scenarios prevailing in the society the college has organised various programs like lecture on the conservation of local mango varieties of Kerala, Webinar on configuring common man to Capital markets, talk on career opportunities for Microbiology graduates in UAE etc. Recognizing the significance of mental health among the students in the post covid scenario,the college has conducted motivation classes and classes on the importance of positive thinking. The college is also providing add on course in Yoga with a duration of 3 months which will help the students in

relieving their stress. As part of our commitment tonature,survey of birds and green audit was initiated by the college,

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	[https://sncollegealathur.com/download/2023/IQAC_Quality_Initiative_2021_2022.xlsb](#)

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	[View File](#)
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

0

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

4

File Description	Documents
Any additional information	View File
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

12

File Description	Documents
Any additional information	View File
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

As a college situated in rural area, we are bound to uplift the people of this area by enhancing their knowledge in various social economical and health related issues. The college undertakes each year various sensitisation activities to create awareness among the rural folks. This year also the college has taken various initiatives like creating awareness about the Prohibition of Dowry Act in the light of increased dowry killings in the state, Gender sensitisation talks, Awareness on HIV class, awareness on communicable diseases etc. The college has also played its role in making the people vigilant about the harmful effects of plastic waste and the need for proper collection and segregation of the same. Various measures have been undertaken to protect the environment by planting trees as part of green clean Kerala. Efforts were also initiated by the college in maintaining the planted tree saplings which many usually neglect to do.

File Description	Documents
Paste link for additional information	https://sncollegealathur.com/download/2023/IQAC_Quality_Initiative_2021_2022.xlsb
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

0

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year (Data Template)	**No File Uploaded**
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

17

File Description	Documents
Reports of the event organized	[View File](#)
Any additional information	[View File](#)
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

997

File Description	Documents
Report of the event	View File
Any additional information	View File
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

4

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
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

3

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
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 campus, spread over 25 acres of land,has all the physical facilities required for curricular and co-curricular activities. A public addressing system enables the Principal to communicate with students and staff in areas of the campus including lecture halls, laboratories, sports facilities, and seminar halls.

Academic facilities -

1. Lecture halls – We have 35 lecture halls – three for each of the nine undergraduate programs and two for each of the four postgraduate programs. The M.Sc. program in Zoology has its lecture halls associated with the practical laboratories according to the scheme of their syllabus. Nine of the lecture halls are ICT- enabled.
2. Science laboratories – We have six science laboratories in total – one each for Chemistry, Physics, Microbiology, Botany, Zoology, and Biochemistry.
3. Language lab – a language lab is established within the computer lab for B.A. Functional English program.
4. Computer labs – two computer labs – one each for U.G. and P.G. students - have been set up in the College.
5. Central library - the fully automated library is equipped with more than 21488 books, 20 printed journals apart from the online journals available in different platforms. 15 computers with internet facilities are provided in the library.
6.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.sncollegealathur.com/naac/sncr 4/Criteria_4_Cover_Page_4.1.1_for_website. pdf

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

Sports facilities -

1. **Football and cricket court with an area of 4000 square meters, an also a shuttle badminton court, established in 1970. Regular practice activities and competitions at the College level and University level are organised here.**
2. **Volleyball court with an area of 442 square meters, established in 1970 and is used for practice and competitions.**
3. **Sepathakraw court with an area of 275 square meters. Established in 2017.**
4. **Fitness center, having an area of about 30 square meters and was established in 2014,**
5. **Cricket Nets with a built-up area of 25 square meters, with concreted floor and net covering. This established in 2018.**
6. **Yoga training hall – with a built area of about 250 square meters, our yoga training centre is an ideal place for students and staff to practice yoga.**

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.sncollegealathur.com/naac/sncr 4/Criteria_4_Cover_Page_4.1.1_for_website. pdf

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

12

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.sncollegealathur.com/naac/sncr4/Criteria_4_Cover_Page_4.1.1_for_website.pdf
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)

46.67951

File Description	Documents
Upload any additional information	[View File](#)
Upload audited utilization statements	[View File](#)
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 library is automated using Integrated Library Management System (ILMS), subscription to e-resources, the amount spent on the purchase of books, journals, and per day usage of the library.

The library is fully automated using Koha version 21.11.09.000 which is the world's best open-source library automation software. It is a fully featured, scalable library management system used by over 3000 academic, public, and special libraries around the world. This software provides web opac which enables the patrons to access the library catalog/opac from anywhere and search the library collection online.

The College is registered under the NLIST programe and hence is entitled to access the e-resources (6000 + e-journals and 164000 + e-books).

The library is equipped with a total of 21488 books, and 20 printed journals apart from the online journals available on different platforms. 15 computers with internet facilities and a printer are provided in the library.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	https://www.sncollegealathur.com/naac/sncr 4/Criteria 4 Cover Page 4.2.1 for web site .pdf

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	B. Any 3 of the above

File Description	Documents
Upload any additional information	[View File](#)
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

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)

1.36512

File Description	Documents
Any additional information	[View File](#)
Audited statements of accounts	[View File](#)
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

14.22

File Description	Documents
Any additional information	[View File](#)
Details of library usage by teachers and students	[View File](#)

4.3 - IT Infrastructure

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

The entire campus of the College is Wi-Fi enabled for the use of staff and students. Wi-Fi facilities are provided by BSNL with a speed of 200Mb/s and are made available in all departments, administrative office, library, auditorium, and seminar halls. This enables the students to access online resources for references in actual classroom situations. It is used for academic activities of teachers and students, administrative activities related to student admission, student examination, and administrative activities of the office. Separate computer labs with internet/printer/projector facilities are provided for UG and PG students. The network of 15 computers in the library enables students and faculties to download e-books, and e-journals and access various e-resources. Each of the undergraduate departments is provided with a minimum of two computers with internet facilities and printers while every postgraduate department is provided with a minimum of three computers. These are used for academic as well as administrative activities of the departments.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.sncollegealathur.com/naac/sncr4/Criteria_4.3.1._Cover_Page_for_website.pdf

4.3.2 - Number of Computers

84

File Description	Documents
Upload any additional information	View File
List of Computers	View File

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

File Description	Documents
Upload any additional Information	View File
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)

File Description	Documents
Upload any additional information	**View File**
Audited statements of accounts	**View File**
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.

Nil

File Description	Documents
Upload any additional information	**View File**
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

71

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**View File**
Upload any additional information	**View File**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	**View File**

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

33

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	https://sncollegealathur.ac.in/iqac_highlights.php
Any additional information	View File
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

120

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

120

File Description	Documents
Any additional information	[View File](#)
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	[View File](#)
Upload any additional information	[View File](#)
Details of student grievances including sexual harassment and ragging cases	[View File](#)

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

12

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
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

96

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
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

13

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

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.

27

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/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)

- **Department of Physical education has conducted selection trails for various college teams.**

- **Department of Physical education has conducted coaching camp for various college teams. Practice of selected college students were started from the first week of January 2021**
- **Cricket**
- **Volleyball**
- **Ball Badminton**
- **Football**

- **College Ball badminton Men team Participated in Calicut University inter zone championship held at Sree Krishna College, Guruvayoor and the team secured First position.**
- **College cricket Men team participated in the Calicut University inter zone championship held at Sree Krishna College, Guruvayoor, Thrissur.**
- **College cricket Men team participated in the Calicut University C zone championship held at MES Kallady College**

Mannarkad and secured third position and the team qualified for inter zone Competition

- **College volleyball team participated in the Calicut University C zone volleyball championship held at SN college alathur.Our team Secured FourthPosition and were also qualified for inter zone Competition.**

File Description	Documents
Paste link for additional information	https://sncollegealathur.ac.in/iqac_highlights.php
Upload any additional information	View File

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

15

File Description	Documents
Report of the event	View File
Upload any additional information	View File
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 meet is a place where the institution feels proud on seeing its successful alumni. Sree Narayana College has its ownAlumini since 1972and is registered, its reg. no. is. Mr. Mohammed A, President, Prasanth V, Secreatary, and Ranjith C R,

Treasurer of the Alumni.They are the key andinevitable participant working for the benefit of our students.

Their interaction with graduates were made proactive to face the current challenges of competitive professional world. In the Alumni General body meeting held on 2018 planned and actively conducted Rescue and relief action program in relation with flooddisaster. The Alumni of Sree Narayana College, Alathur distributedsanitizer and pulse oximeter to students and public (Alathur andKavassery). They distributed financial support for one student fromeach category (PH student, socially backward and meritoriousstudent) from each department. More over mobile phones with newconnections and Net recharging were done for financially backwardstudents as the classes were online mode due to COVID 19 pandemic.

At the beginning of each year every department teacher coordinates their departmental Alumnae meetingsin which they coordinate merit fest and poor aid fund.We also have individual department Alumni and at the beginning of each year they honored UG and PG out going toppers ofeach year and the students qualified for competitive exams, and students performed outstanding performance in extracurricular activities.They contributed 10000 rupees for Mid-Day Meal programme for financially poor students. They also distributed cloth bags for all students as a message for initiate irradicating plastics from earth.

File Description	Documents
Paste link for additional information	https://sncollegealathur.ac.in/iqac_highlights.php
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	View File

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 vision and mission of SREE NARAYANA COLLEGE, ALATHUR is modified on the basis of changing global and national education system. Goals are set to attain the objectives envisaged in national policy for higher education. The college follows democratic style of governance in all its affairs. The vision and mission of the institution reflect the changing scenario of new education policy. The college is fully owned and managed by Sree Narayana Trusts, Kollam which has a very long history in running various educational institutions for the upliftment of economically and socially backward community. The college aims at achieving the lofty ideals of Sree Narayana Guru the world-renowned social reformer and saint philosopher of modern India. ''Seek freedom and enlightenment through education" is our motto. Imbibing the great teachings of the Guru, our institution trains the youth inculcating resourcefulness, initiative, self-confidence and leadership qualities and helps the students to keep abreast of the modern age of science and technology by moulding them as competent and committed citizens. High quality educational practises are implemented keeping in mind the policy of uncompromising adherence to the principles of Sree Narayana Guru and R. Shankar, who is the founder of the college.

File Description	Documents
Paste link for additional information	https://www.sncollegealathur.ac.in/vision.php
Upload any additional information	View File

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

The Secretary of the Sree Narayana Trusts is the manager of the college. The Regional Development Committee (RDC) which is the representatives of the management supports the principal in good

governance of the college. RDC plays an important role in overall upliftment of the college. RDC provides full support to the principal in governance. All the decisions relating to college governance are taken jointly by the principal, RDC members and IQAC Co Ordinator. The decisions of this meeting are implemented in consultation with the college council. All important decisions related to academic and administrative matters in the institution are taken by the college council headed by the Principal. The various administrative and academic departments of the college are effectively governed through a constitution of mandatory bodies such as IQAC, Staff Council, Purchase Committee, PTA etc having well defined roles in vision and mission of the college.

The Principal forms the committees under the convenorship of a senior teacher with members from teaching staff, non-teaching staff and students representatives for overall management of various functions of the college such as admission, conduct of university examination, development of infrastructural facilities, cultural programmes, implementation of healthy practices in college campus.

File Description	Documents
Paste link for additional information	https://www.sncollegealathur.ac.in/iqac_highlights.php
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college strategic plan mainly focus on the improvement of both students and institution , improving teaching learning mechanism and to formulate and execute plans to strengthen the research extension activities. The college had conducted seminars and conferences on various subjects through online and offline mode for students . The students in our institution attend seminars and conferences conducted by other institutions. During final semester of UG and PG programmes provide the students an opportunity to interact with various industries. Ie, organising Industrial visits for students. The Career Guidance Cell and Placement cell provides immense opportunities to the students for their upliftment.

Various committees are formed for the planning, preparation and

execution of academic and non-academic programmes. Each committee consists of the co Ordinator and its members. The Anti Ragging Cell, Anti Narcotic Cell, Grievances redressal cell, Women's cell, the Internal Complains Committee are compulsory. The objective of these committees is to ensure that no violation of rules takes place within the college. At the beginning of the academic year, various clubs and committees are reconstituted and prepare an action plan for that academic year and develop certain strategies for the implementation of the processed plan.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.sncollegealathur.ac.in/iqac_highlights.php
Upload any additional information	View File

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 college is controlled and governed by the Manager, Sree Narayana Trusts, Kollam, through the governing body, the Regional Development Council (RDC), and the principal of the institution. The college functions as per the rules, regulations, and statutes of the Directorate of Collegiate Education Kerala, the Deputy Directorate of Collegiate Education Thrissur, and the University of Calicut. The Principal is the head of the institution and plays a leading role in all academic and non-academic matters of the college. The prime task of the IQAC is to develop a system for conscious, consistent, and catalytic improvement in the overall performance of institutions. The college library is an integral part of the college. Automation and IT-enabled services have been successfully installed in the library. The alumni association serves as a link between the students of the past and strives for the all-round development of the Alma-mater. The college office plays a pivotal role in the proper functioning of the institution, and the major activities of the office are automated. The college union acts as a parallel governing body for students.

File Description	Documents
Paste link for additional information	https://www.sncollegealathur.ac.in/iqac_highlights.php
Link to Organogram of the institution webpage	https://www.sncollegealathur.ac.in/download/origanogram.pdf
Upload any additional information	View File

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	View File
Screen shots of user inter faces	View File
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

The institution considers its employees as the most valuable assets and resources. Hence we have implemented several measures for their wellbeing in all aspects which would enable them to care for the institution and themselves with potential and confidence. Effective welfare measures implemented for both teaching and nonteaching staff includes the following,Staff Association Staff recreation room, Financial aid for Teaching and non teaching staffs and family in need Cultural programs, Maternity Leave, Paternity Leave, Pension schemes, NPS, Festival allowance, Felicitation ceremonies, College canteen, Annual grand lunch and group photo. Duty Leave Earned Leave Casual leave Medical reimbursement Group insurance Scheme Retirement programs Fitness center Employee Provident Fund, Disaster relief fund, State Life Insurance.

File Description	Documents
Paste link for additional information	https://www.sncollegealathur.ac.in/iqac_highlights.php
Upload any additional information	View File

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

5

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

3

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	View File
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	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	View File
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

We have a systematic and effective performance appraisal system designed to explore the individual professional skills, progress, and participation of staff in academic, research, curricular, and cocurricular activities to ensure the overall development of the

institution. The performance of faculty members is evaluated by analyzing student feedback, appraisals from their respective HoDs, and self-evaluation. The faculty members are assessed by the students once in the academic year through a feedback form. Every teacher has to furnish the self-appraisal form (Academic Performance Indicator), which includes general information, academic performance indicators, curricular extensions, professional development-related activities, and research. Detailed lesson plans, tests, assignments, projects, remedial classes, are recorded in the teacher's diary . The diary is monitored by the head of the department, the IQAC coordinator, and the principal at the end of each semester. The non-teaching staff members are evaluated by the principal on the basis of commitment to their duties, punctuality, use of time, efficiency and politeness. The IQAC reviews administrative and academic progress to analyze the performance of all the departments and office administration. The evaluation results are communicated to the respective staff to improve shortcomings. IQAC reviews teachers' feedback forms submitted by students and takes appropriate actions.

File Description	Documents
Paste link for additional information	https://www.sncollegealathur.ac.in/iqac_highlights.php
Upload any additional information	View File

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 well-planned and transparent financial management system of our college comprises both internal and external audits of the financial accounts every year. The College Management, SN Trusts Kollam, is the internal management audit conducting agency. It is done by a qualified chartered accountant appointed by the management. All the funds sanctioned by the management are audited. The audit report is submitted by the accountant to the management. An external audit is done by the Deputy Directorate of Collegiate Education, Thrissur. At the time of annual audits, the audit team verifies all the documents related to the various funds received and utilized by the college by verifying cash books, cash receipt vouchers, salary acquittances etc. Objections

and questions of any kind raised by the audit team are promptly addressed by presenting relevant documents, and the final accounts are promptly settled. The suggestions and directions made by the audit team are incorporated into the further utilization of the funds. The Accountant General, Kerala also conducts their own periodic verification of accounts sanctioned by the government. Internal scrutiny of PD funds and PTA funds is also carried out regularly by a team of faculty appointed by the principal

File Description	Documents
Paste link for additional information	https://www.sncollegealathur.ac.in/iqac_highlights.php
Upload any additional information	View File

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)

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)	No File Uploaded

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

Our institution has a well-established strategy for the mobilization of funds and the optimal utilization of resources for the benefit of our students and staff. Our major sources of funding comprise both government and non-government bodies like the Management Fund, Alumni Fund, Student Welfare and Development Fund, PTA Fund, NCC Fund, NSS Fund, and PD Fund. The college council is responsible for assessing, planning, implementing, and supervising the fund-raising activities of the college. All departments are instructed to submit a list of requirements at

the beginning of the academic year. The budget allocation for academic and administrative activities is planned and executed after proper discussions and evaluations by the college council. The college council works in connection with the Building Committee, Purchase Committee, and Library Advisory Committee to formulate strategies for fund mobilization and its optimal utilization.

Our institution spends most of its funds on the following needs:

To improve infrastructure To purchase furniture

To purchase laboratory equipments and chemicals

To purchase stationery items

To extend IT facilities

For staff recruitment (PTA)

To implement student welfare schemes

For repair and maintenance works

Electricity and phone bills

Printing and Publishing

Internet and website management

File Description	Documents
Paste link for additional information	https://www.sncollegealathur.ac.in/iqac_highlights.php
Upload any additional information	View File

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 IQAC plays a pivotal role in the enhancement and sustainability of quality in the educational services provided by the institution. Internal Quality Assurance Cell (IQAC) is formed in the institution as a quality sustenance measure as per the

guidelines of NAAC, Bangalore, an autonomous body under the University Grants Commission (UGC). Since quality enhancement is a continuous process, the IQAC is a part of the institution's system and works towards realization of the goals of quality enhancement and sustenance.

- Promotes high professional standard by integrating research in teaching.

- IQAC encourages teachers to provide lectures and present papers in international and national seminars/workshops.

- IQAC has strictly instructed to hold a virtual classrooms for all classes and promote online assignments and internal evaluation.
- Encourage departments to conduct add-on, certificate and bridge courses for widening knowledge of students.
- The IQAC of the college has been instrumental in conducting various seminars/webinars/workshops for the students/teaching and non-teaching staff for quality enhancement.
- IQAC introduces quality initiatives like accreditation and ranking, consultancy, collaboration, e-attendance, internal promotion guidance and research quality enhancement.
- Evaluates curricular & co-curricular activities.
- Self assessment reports verified by HoD are collected from all faculty members at the end of the academic year.

File Description	Documents
Paste link for additional information	https://www.sncollegealathur.ac.in/iqac_highlights.php
Upload any additional information	View File

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

Management and principal of the institution are the superior authorities who ensure that all existing and future setup and

structure of operational methodologies benefit all of its students, staff, and society. Several Heads of the Departments directly hold meetings with the principal frequently to report advances, achievements, and shortcomings in our teaching and learning process. Two mandatory internal examinations are conducted for all subjects during a semester. Remedial classes are provided to slow learners after result analysis by the tutor, HOD, and Principal. Apart from the tutorial body, PTA, different clubs and committees, NSS, NCC, anti-ragging cell, anti-narcotics cell and several other auxiliary bodies are always extending their hands to help us for further improvement of quality. All such activities are initiated and coordinated by IQAC. IQAC also creates platforms for skills and professional development to mould a promising society. IQAC provides a teachers' diary to all teaching staff at the beginning of the academic year where teachers can record all academic and extracurricular activities. IQAC monitors details of online class reports from all tutors and ensures our students are not missing out on any academic activities, even during the pandemic.

File Description	Documents
Paste link for additional information	https://www.sncollegealathur.ac.in/iqac_highlights.php
Upload any additional information	View File

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)

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.sncollegealathur.ac.in/iqac_highlights.php
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

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

Our institution had organized various initiatives in order to boost up and promote Gender Equity. NSS, Women Cell and Gender Forum had conducted multiple programmes to create awareness among students. The campus is an extremely safe and sound place, with CCTV cameras installed in every corner, and with a fully functioning anti grievance and anti ragging cell. The institution also offers free counseling to students regardless of their gender. The campus highly promotes female representation, majority of the staff being women and holding up different academic and non academic positions. Common rooms for lady staff/students are provided for their well being. The college highly supports invited lectures by eminent scholars, social activists to create empathy among students. Various talks, lectures by queer activists and social activists such as Vijayarajamalika and Jason chellat and discussions and debates by the students on issues like anti dowry, gendered spaces etc. were conducted to comprehend gender related issues and solutions.

File Description	Documents
Annual gender sensitization action plan	https://www.sncollegealathur.com/iqac_highlights.php
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	https://sncollegealathur.com/download/2023/IQAC_Quality_Initiative_2021_2022.xlsb

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

College's commitment for an ecofriendly campus, the college maintains a very effective waste management system .All efforts are being put into practice to reduce the amount of waste generation for that an effective waste management policy is strictly followed in the campus for generation of waste and disposal of waste.

Solid waste management

Colour coded waste bins are kept at the selected corners wastes such as organic wastes were taken for bio composting and the prepared compost were supplied to promoting organic farming among the local farmers and to maintain organic farming in the college campus.and food waste were taken for vermi composting and biogas production.paper and plastic wastes are hand over to the

panchayats plastic collecting agency Haritha karma sena implemented plastic free protocol.

Liquid Waste management

The water consumption by the institution is moderate. Waste water from the ladies Hostel and canteen is recycled and using for gardening and flushing which are the major water usage points.

Electronic waste management

All electronic wastes including depleted and irreparable equipment or irreversible equipment or parts thereof are write down as per government rules and sent to scrap leaders.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	[View File](#)
Geo tagged photographs of the facilities	[View File](#)

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	[View File](#)
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**	**A. Any 4 or All of the above**

5. Landscaping

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
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	View File
Certification by the auditing agency	View File
Certificates of the awards received	**No File Uploaded**
Any other relevant information	View File

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	**B. Any 3 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	**No File Uploaded**
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).

Sree Narayana College always gives emphasis to the infusion of an inclusive environment in all its endeavours by embracing differences and acknowledging diversities. The institution is committed to nurture tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities. All activities in the institution are orchestrated in an unbiased and unprejudiced manner which exhorts the idea of inclusiveness and objectivity.

? Ensuring equality in educational opportunities for all students by adhering to the rules and regulations of the government and the university

? Offering equal opportunity for all students in participating the democratic process and other co-curricular activities so as to facilitate cooperation and collaboration among them ? Providing induction programme for the first year students to familiarise the college and breaking the regional, social and cultural barriers among students.

? Structuring activities that strengthen inclusiveness by empowering differently-abled students, ensuring gender equity, constituting grievance redressal cell and involving in extension activities.

? Constituting Grievance Redressal Cell, Anti Sexual Harassment Cell, Internal Compliance Committee, Minority Cell, SC/ST Cell, AntiRagging Cell, Discipline Committee and Student Welfare Committee to establish equality and incluciveness.

The inclusive environment of the college enables the students to nurture an egalitarian attitude. This is helpful in facilitating the democratic ideals among the students.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File](#)
Any other relevant information	[View File](#)

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

Sree Narayana College endeavors to mould responsible citizens by instilling values and duties. This enables the students as well as employees to live amicably in the society. For achieving this the institution organizes various programmes to sensitize students and employees to the constitutional obligations: values, rights, duties and responsibilities of the citizens.

? Dissemination of the fundamental rights and duties through curriculur and co-curricular activities

? Incorporation of value based education

? Celebration of Independence Day, Republic Day, Constitution Day and other days of importance

? Organising Student Induction Programmes

? Observation of International day of non-violence and cleaning drive as part of Swachh Bharat Abhiyan

? Organising gender sensitisation programmes

? Organising cleaning drives

? Community outreach programmes

? Observance of Vigilance Week and Anti-Corruption Day.

? Observance of international days of importance

? Observance of constitution day

? Awareness campaigns on POCSO act, sexual harrasment prevention

? Constituting gender forums

? Involving in the democratic process

The programmes organized in Sree Narayana College for sensitizing the students and employees of the institution to constitutional obligations: values, rights, duties and responsibilities of citizens are very effective. The student as well as staves imbibed the values and they are reflected in their perspectives.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.sncollegealathur.com/iqac_highlights.php
Any other relevant information	https://www.sncollegealathur.com/iqac_highlights.php

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	View File

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

SREE NARAYANA College (Aided) Alathur

Celebrates National days of importance to promote National integration and unity among the students. The institution also Celebrates National, International and regional days such as World Environment day, world blood donors day, International Women's day, International yoga & music day, world child labour day, Bharath ka amrithmahothsav, youth day, Independence day, Hindi day, Gandhi Jayanthy, Ozone day, Navy day, kargil day,Republic day etc. Various progrmmes such as pencil drawing, slogan competition, planting saplings, caption making competition etc. are being conducted to encourage the students to nurture creative skills.

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	[View File](#)
Any other relevant information	[View File](#)

7.2 - Best Practices

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

Mid day meal NSS unit of Sree Narayana College, Alathur has conducted a mid day meal programme for the needy. Since a small meal could be sufficient to satisfy one's stomach, we decided to provide a mid day meal for the people. This programme was started as an yearly programme by NSS unit of our college. We are happy that we could achieve this successfully for this year too. This very act gave us satisfaction. one of our aims of this programme is to develop a healthy society. Since this programme was a success, we are looking forward to conduct the same for the upcoming years as well. We are happy that we have fed around 1000 needy people so far. Bio and Vermicomposting, The aim of this program was to build a society which would always support organic farming and agriculture. This compost was prepared using the

bio/Agricultural and food wastes from the college, as our college is surrounded by vast forest area. The vegetable wastes were collected from local vegetable markets of Kavassery grama panchayat. We also organized eco friendly training programs.for example :- cloth bag making, candle making. The products distributed to poor people living nearby the college.

File Description	Documents
Best practices in the Institutional website	https://www.sncollegealathur.com/iqac_highlights.php
Any other relevant information	https://sncollegealathur.com/download/2020/iqac/Institutional%20Best%20practices%207.2.1.pdf

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 institution is named after the great social reformer and visionary Sree Narayana Guru whose insights and teachings played a great role in the annals of Kerala renaissance His vision of compassion contains philosophical, ritualistic, ethical, historical and practical dimensions. The institution reflects the ethos of the teachings of Sree Narayana Guru by sticking onto the motto of emancipation through education.

The college aims at the upliftment and advancement of youth, especially those who belong to economically and socially backward areas and communities, through the propagation of the views and ideas of Sree Narayana Guru . The motto of our college is "Seek freedom and enlightenment through education" of the words of Guru. College organizes social responsible programmes, celebrating National and International days, green campus initiatives, disabled friendly environment etc in order to impart its role in an effective manner. Departments, NCC, NSS, various clubs and committees ensure their own initiatives and participation for the overall development of the students of our college.

Many certificate and add on courses are offered by different departments which enables students to get more career oriented knowledge in order to cope up the current competitive situation.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

1. Gender awareness, women empowerment and environmental sustainability programmes will be conducted within the campus as well as beyond the campus as extension activities.
2. Degradable and non-degradable waste management systems in collaboration with IRTC as well as generating energy from biowastes.
3. Introduction of a greater number of job-oriented certificate /Diploma Courses.
4. Continuing water conservational activities.
5. Promote sustainable farming among students and farmers.
6. More programs on cultural, regional, linguistic, communal socio-economic and other diversities will be conducted.
7. Entrepreneurship development activities will be conducted along with industry-based visits, trainings etc.
8. Increase of solar panel energy capacity from 4 kw to 8 Kw.
9. Initiatives have been started to promote research related activities among faculties and students and encouraging guideship.
10. More number of green initiative programmes such as carbon neutral campus, Soil microbe Park, Bamboo septum, planting of palm trees and all.
11. Initiatives have been started to acquire national and international industry-based MOUs for promotional opportunities of the students.
12. More awareness Programs on values, rights, duties and responsibilities of citizens.
13. Energy Audit, Environment audit will be conducted in our campus.
14. Orientation Programs for Faculties and Students.
15. Higher education awareness programmes will be conducted for the students.
16. Grievance cell, various clubs and committees will be more active for the conduct of students' active participation.

17. Research oriented seminars, research methodology workshops etc. will be conducted especially for the PG students.