



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution

Sree Narayana College, Alathur

- Name of the Head of the institution

Dr. N S Rajendran

- Designation

DDO

- Does the institution function from its own campus?

Yes

- Phone no./Alternate phone no.

8129387152

- Mobile no

812987152

- Registered e-mail

sncalathur1970@gmail.com

- Alternate e-mail

pectin2018@gmail.com

- Address

Erattakulam P.O, Alathur

- 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. **9605723871**
- Alternate phone No. **8129387152**
- Mobile **9495645148**
- IQAC e-mail address **iqacsncalathurnaac2020@gmail.com**
- Alternate Email address **sncalathur1970@gmail.com**

3. Website address (Web link of the AQAR (Previous Academic Year)) <https://sncollegealathur.com/download/AQAR%202021-22.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/academic%20calendar%202022-23.pdf>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	B	2.63	2015	13/02/2015	12/02/2020

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 **5**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report **No File Uploaded**

10. Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**

- If yes, mention the amount

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

1. Campaigns
2. Seminars/workshops
3. Women Empowerment programmes
4. Waste management programmes
5. Excellence in sports and games

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
<p>1. Celebration of National / International days for inculcation of social values</p>	<p>1. World Ozone day on 16/09/2023, Inter -School Quiz Competition for Higher Secondary students and cash prize for winners.; A talk on GLOBAL COOPERATION PROTECTING LIFE ON EARTH - organized by Dept. of Zoology 2. Rastriya Ekta Diwas, on 25/10/2022, By Dept. of Economics in association with NSS 3. National Unity Day on 01/11/2022 4. Founder's Day on 05/11/2022 5. Children's Day on 05/11/2022 6. National Constitution Day on 25/11/2022 - Essay Writing Competition 7. National Pollution Prevention Day - 02/12/2022 8. National Mathematics Day Celebrations on 23/12/2022 9. National Voters Day Celebration, on 25/01/2023</p>

	<p>10. Merit Day on 27/01/2023 11. Arts Day on 7-8/02/2023 12. National Science Day on 02/03/2023 13. International PI day celebration on 14/03/2023 14. College Day on 24/03/2023</p>
2. Campaigns	<p>1. Anti-Drug Campaign conducted by NSS on 02/10/2022 2. SAY NO TO DRUGS by Anti Narcotics Cell on 20/10/2022 3. Resolution of Antinarcotics Campaign on 01/11/2022 4. Anti-Drug Campaign on 23/11/2022</p>
3. Seminars/training/workshops	<p>1. Department of Economics conducted programme -An Overview of Indian Capital Market on 26/09/2022 2. One-day International Seminar on Prospects of Science Education by the Department of Botany on 10/10/2022 3. One Day Seminar by Film Club on 21/10/2022 4. Dept. of Mathematics, Physics and Statistics conducted ASTRA Season 4 on 29/10/2022 5. Seminar on Roadmap to your Dream Career on 15/11/2022 6. Webinar on National Level Business Plan Championship - Entrepreneurship on 05/01/2023 7. Free Online Course:- Fundamentals of Bioinformatics - 16/01/2023 8. Seminar on Roadmap to your Dream career on 10/01/2023 9. Start-Up webinar on 16/01/2023 10. Seminar on Microgreens on 24/01/2023 11. Seminar on Water Quality & Health on 28/01/2023 12. Apiculture Training on 23-24/02/2023 13. Workshop on Cake Baking on 17/03/2023 14. Celebrating Gender Diversity on 27/03/2023</p>
4. Excellence in Sports and	<p>1. Team SNC Alathur secured</p>

Games	Third position in Zonal Volleyball tournament on 17/11/2022 2. Ball Badminton Winners on 23/12/2022
5. Women empowerment Prorammes	1. Debate : Unite Achievism to the end of Violence against women & girls on 02/12/2022 2. Self-defense class for girls on 20/12/2022 3. Making of Super Women on 08/03/2023
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7. Orientation programmes	1. First year NSS volunteers Orientation Programme on 09/12/2022, 2. Orientation programme on Career to Campus - DWMS portal registration programme on 13/12/2022, 3. Orientation Programme for First Year Students on 07/01/2023

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

Part A

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<ul style="list-style-type: none"> 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
2022-23	26/01/2024
15. Multidisciplinary / interdisciplinary	
The College offers multidisciplinary programmes - in Science, Commerce and Humanities. Undergraduate programmes in Science include B.Sc. Botany, Zoology, Microbiology, Environment and Water Management, Chemistry, and Mathematics, while postgraduate	

science programmes include M.Sc. Mathematics and Zoology (self-financing). B.Com (co-operation) and M.Com (finance) are the undergraduate and postgraduate commerce programmes respectively. B.A. Functional English and Economics are the undergraduate programmes offered in the humanities stream, while M.A. English is the postgraduate programme in humanities.

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

17.Skill development:

The College has organized programmes offline and online to promote Life Skills and develop multiple skills such as Leadership skills, Communication skills, Adaptability skills, Time management skills, Problem-Solving skills and Creative skills. Various departments of the College have equipped them with skills such as beekeeping and marketing, cultivation and marketing of mushrooms, preparation and marketing of house cleaning solutions and detergents, composting and its usage for vegetable cultivation, generation of biogas from household wastes, rainwater harvesting for sustainable development, clean campus mission, etc.

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

The teachings and ideologies of Sree Narayana Guru are taught and practiced regularly in the College. Emancipation through education, One cast, one religion and one God for humanity, Progress through Education & Strength through Organization are the main quotes of Sree Narayana Guru. The College has adopted many initiatives to implement the New Education Policy 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 all courses offered in the College are based on OBE. 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, 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 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.

20.Distance education/online education:

Many teachers are conducting classes in the online mode, apart from the official offline mode. Videos, prepared by the teachers have been uploaded to various online platforms such as youtube, and links are provided to the students.

Extended Profile

1.Programme

1.1

13

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

File Description	Documents
Data Template	View File

2.Student

2.1

1103

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2

58

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

File Description	Documents
Data Template	View File

2.3

433

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1

51

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2

51

Number of sanctioned posts during the year

Extended Profile

1.Programme

1.1	13
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	1103
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	58
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	433
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	51
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	51
Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution

4.1	46
Total number of Classrooms and Seminar halls	
4.2	51.62423
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	84
Total number of computers on campus for academic purposes	

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 College has an academic calendar provided by the University. It is implemented with the help of a master timetable prepared in the College and modified from year to year. Every teacher has a teaching diary and a teaching plan. Faculty are motivated to attend MOOCs for updating their knowledge.

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)

Continuous internal evaluation is ensured with the help of unit tests, assignments, seminars, project works towards the end of the course, The percentage of attendance has a share in the internal evaluation, as per the instructions of the University. While unit tests are conducted by the teachers themselves in the individual classes, there is a committee for conducting model examinations at the end of every semester at the College level.

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)

04

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

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

99

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. Such a curriculum aims to inculcate a value system that fosters a sense of protection of nature, preservation of water resources, the importance of sustainable development, the impact of changes on earth, awareness of gender issues in society, and

the need for professional ethics in students. Both UG and PG syllabus stress the need for environmental protection, pollution control, gender equality etc.

In the Curriculum for UG students, there are five audit course

AUD2E02: DISASTER MANAGEMENT for second semester UG Students

AUD1E01: ENVIRONMENTAL STUDIES for first semester UG students

AUD4806: Gender Studies for Fourth Semester UG students

AUD3E03: HUMAN RIGHTS for third semester UG students

Intellectual Property Rights and 'Consumer Protection' for third semester UG students

Also, the college conducted several curriculum enrichment programmes that ensure gender, environment sustainability, human values and professional ethics such as Water quality analysis during the rainy season, Awareness of Monsoon diseases and other health-related classes. Talk on Female Spaces, Talk on "Health and Fitness of Women", World Water Day, Gateway to Financial Freedom Online Industry Workshop. International and National Day observance, etc.

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

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

472

File Description	Documents
Any additional information	No File Uploaded
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://sncollegealathur.ac.in/download/aqar/886_feedbackreport.pdf
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
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File Description	Documents
Upload any additional information	View File
URL for feedback report	https://sncollegealathur.ac.in/download/aqar/886_feedbackreport.pdf

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

431

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

175

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 College identifies and caters to the diversified needs of students from different backgrounds and varied learning capabilities through systematic and scientific procedures soon after completing the admission process. The methodologies followed under the headship of IQAC and departments include:

1. An orientation program is arranged for all first-year students to familiarize them with the new environment and make them aware of the rules and regulations of the College and the University.
2. Program-wise bridge courses are conducted at the entry-level to bridge the gap between plus two and college-level teaching and learning processes. It is designed to envision the ease of transition in the fall and still academic skills in young minds.
3. In each class, students are assigned to a teacher as a tutor in all departments to maintain mentor-mentee relationships. The mentor assesses the mentees' levels through one-to-one and group interactions.

Steps are taken to identify advanced & slow learners

1. Group discussions in class
2. Marks secured in Qualifying Exams—The marks secured for the qualifying examinations for students with less than 40% scores are identified as slow learners, those between 40% and 60% as average, and those above as advanced learners.
3. Seminar, assignment marks
4. classroom performances

File Description	Documents
Paste link for additional information	https://sncollegealathur.ac.in/download/agar/39_2.2%2022-23_compressed-1.pdf
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
1276	54

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 uses a student-centric approach to education in which all students participate equally in learning. Every academic year, departments create strategies for their annual initiatives. The following are examples: writing prefaces for plays, case studies, Quiz competitions, field trips, seminars, invited lectures, project presentations, assignments, internships, exhibitions, fests, debates, practical training, panel discussions, debates, photography competitions, etc. Students are encouraged to participate in summer schools, paper presentations, and visits to areas of research and expertise. Students' involvement in club activities/NCC/NSS enhances the curriculum by exposing them to interdisciplinary programs and giving them a head start on cross-cutting concerns such as environmental studies, gender studies, and human rights issues.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://sncollegealathur.ac.in/download/a gar/633_2.3.1%2022-23_compressed.pdf

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

2.3.2 ICT

Integrating information and communication technology (ICT) into the curriculum has commendable positive attributes for 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-centred 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 the 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

54

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

54

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

12

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

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 The internal assessment and evaluation mechanism is transparent and conducted regularly as per University regulations.

The internal evaluation grades 20% of the total marks in each course. The process is entirely transparent and is calculated based on the following components.

SI NO

COMPONENTS

PERCENTAGE OF MARKS

1

Test Papers(2)

40%

2

Attendance

20%

3

Seminar

20%

4

Assignment

20%

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. One centralized and one departmental level exam is conducted per semester in the pattern stipulated by the University of Calicut, and valued answer scripts are returned within one week. 4. Weekly and Monthly test 5. Exam monitoring committee 6. Retest /Additional tests 7. Monthly Attendance 8. Seminars and Assignments 9. Students review and grievance Redressal 10. Innovative practices

File Description	Documents
Any additional information	View File
Link for additional information	https://sncollegealathur.ac.in/download/aqar/277_2.5.1%20view%202019%20regulation.pdf

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

A five-tier grievance redressal system runs in the College. 1. Teacher Level The teacher in charge addresses the issues regarding their course. Any grievance regarding valuation, tabulation, or internal score is brought to the attention 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 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 unsatisfied, they 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 about the examination-related grievance at the University level.

File Description	Documents
Any additional information	View File
Link for additional information	https://sncollegealathur.ac.in/download/gar/323_Evaluation%20policy.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 program. 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.
- Initially, a course outcome-linked teaching plan is prepared by all faculty members and discussed in class at the beginning of the course.
- CO: The PO mapping matrix is prepared to analyze the mapping strength of the faculty members for each course of

all the nine programmes offered by the institution.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://sncollegealathur.ac.in/download/aqar/684_2.6.1.%20website_compressed-compressed.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 - The institution evaluates the Attainment of Programme outcomes and course outcomes.

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

a) Internal examination: The examination cell conducts two internal examinations, one centralized and the other departmental, each semester. Valued answer scripts are handed over to students within one week. Advanced learners and slow learners are identified.

b) Assignments: Faculty members prepare a course outcome-linked teaching plan, and the dates of assignment submissions are pre-informed through the department academic calendar.

c) Seminars: Students are trained and equipped to use ICT to prepare and present seminars, a critical factor in the CIE assessment criteria. Faculty members assess and grade the performance according to university stipulations.

d) Projects and viva: Projects, field visits, course viva, and practical skill evaluations are also valuable indicators for evaluating programme and course outcome attainment.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://sncollegealathur.ac.in/download/aqar/30_2.6.2%20Academic%20calender%20for%20PO-CO.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

382

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://sncollegealathur.ac.in/download/aqar/266_Result%202023.pdf

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://sncollegealathur.ac.in/download/aqar/931_sss%2022-23.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0.20

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

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

5

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

0

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

3.2 - Innovation Ecosystem

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

The effort of the institution in creating an innovative eco

system has ended up in the formation of IIC in the college during the academic year 2022-23. The college is also expecting to start IEDC at the college, the work for which is progressing. As most of the students of this college hails from socially and economically backward communities, the college has been taking special interest in uplifting the morale of the students and motivating them to enter into innovative endeavors. The institution has taken initiative in imparting innovative ideas in various disciplines with the help of seminars, webinars, conferences and workshops. This year IIC has been in the forefront for organising such programs for the students. Various debates and quiz programs were also organized for the students to enable transfer of knowledge. The institution is committed in providing the required infrastructural facilities like IT and Lab facility so that the creative ability of the students be enhanced.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sncollegealathur.ac.in/download/aqar/974_IIC%202022.pdf

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

4

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

3.3 - Research Publications and Awards

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

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

4

File Description	Documents
URL to the research page on HEI website	https://sncollegealathur.ac.in/download/agar/422_Registration_order_of_scholars.pdf
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

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

21

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

2

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

The college undertakes various extension activities under the leadership of NSS, NCC and other clubs and committees functioning in the college. This academic year also various programs were organised for sensitising the students over various issues in the society. The college could undertake awareness programs related with waste management, drug abuse, AIDS and the need for preserving the cleanliness of our water bodies. On the basis of these programs the students took initiative in spreading the knowledge they have acquired through conducting flash mobs, human chain etc against the usage of drugs. So that along with them parents and the general public could also be made aware of the serious consequences of using narcotic drugs. The students also took initiative in collecting plastics from their homes and nearby areas and help the Green task force in their effort of waste management. The students were also keen in cleaning the waterbodies near the college and express their commitment in preserving the water bodies for the future generation

File Description	Documents
Paste link for additional information	https://sncollegealathur.ac.in/download/aqar/799_3.4.1_Extension_activities.pdf
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

10

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

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

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

896

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

2

File Description	Documents
e-copies of related Document	No File Uploaded
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 College has

a. sufficient number of lecture halls for all departments- Total 35

b. one laboratory each for Department of Zoology, Botany, Microbiology, Chemistry, Physics and Biochemistry.

c. One computer lab each for Under graduate and Post graduate students

d. Butterfly garden- For field based studies of Department of

Zoology

e. Entomology museum for insect diversity studies of Department of Zoology

f. Animal diversity museum diversity studies for students of department of Zoology

g. Photo inventory register for faunal diversity study.

h. Rainshelter for vegetable cultivation for students of Department of Botany.

i. Mushroom cultivation centre for study of Mycology for the students of Lifesciences

j. Apiculture for Lifeskill development.

k. Biogas plant for waste management for the Department of Environment and water management.

l. Biocompost for institutional waste mangement.

j. Herbarium to teach plant taxonomy for students of Department of Botany

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

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

Sports - Football, Volleyball, Sepaktaraw, Cricket nets, ball badminton ground

Gymnasium

Yoga hall

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

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

11

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

27

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

4.2 - Library as a Learning Resource

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

Library is automated using latest version of Koha

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	D. Any 1 of the above
--	------------------------------

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

1.36

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

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

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

15

File Description	Documents
Any additional information	No File Uploaded
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

Wifi facilities is provided by BSNL with a speed of 200Mb/s is available in all department, administrative office, library, auditorium and seminar halls. It is used for academic activities of teachers and students, administrative activities related to student admission, student examination and administrative activities of the office. The network of computers in the library enables students and faculties to download e-books, e-journals and access various e-resources.

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

4.3.2 - Number of Computers

106

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

27

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

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

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

The college has the following well-established system to ensure that all facilities are utilized to the maximum possible extent and repaired in time.

1. Logbook system is used for every facility such as the library, science laboratories, computer labs, fitness center and other physical education facilities, portable projectors, generators, seminar halls, and auditorium. A record of utilization is maintained in the log book to identify any underutilization. Whenever an underutilization is observed the matter is reported by the facility in charge to the Principal who in turn convenes a meeting of the various stakeholders to identify the problems and adopt remedial measures.
2. Facility in charge: Every facility is in the charge of a teaching faculty to take care of it and to initiate any repair works in time. When the user is reporting any malfunctioning of any device or part of the instrument (such as light, fan, technical parts, batteries etc.) it is noted by the facility in charge, and action for

repair/maintenance of the same is initiated. Quotations are invited if necessary, or service technicians are invited maintenance activities are completed and payments are given from the student welfare and academic development fund generated by the college.

3. Every facility has a board of advisors including members of teaching faculties, non-teaching staff, and management. Frequent meetings are held to review previous activities and future courses of action.

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

246

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

246

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/download/agar/822_5.1.3.pdf
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

252

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

252

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

<p>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</p>	<p>A. All of the above</p>
--	-----------------------------------

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<p style="text-align: center;">View File</p>
Upload any additional information	<p style="text-align: center;">No File Uploaded</p>
Details of student grievances including sexual harassment and ragging cases	<p style="text-align: center;">No File Uploaded</p>

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

34

File Description	Documents
Self-attested list of students placed	<p style="text-align: center;">View File</p>
Upload any additional information	<p style="text-align: center;">No File Uploaded</p>
Details of student placement during the year (Data Template)	<p style="text-align: center;">View File</p>

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

84

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

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

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

8

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded
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.

14

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
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)

The College encourages students to participate in co-curricular and other activities. Two NSS units are functioning in the College. The NCC unit of the College has exhibited commendable performance in recent years. The elected students' union is conducting various activities under the direction of the College authorities. Our students are performing well in sports and arts activities both at the University level and at the state level.

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

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

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

14

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

5.4 - Alumni Engagement

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

The alumni association Gulmohar is a registered one and is contributing significantly to the development of the College. Many of the former students are a source of motivation for the students presently studying in the College. Moreover, the alumni association is helping to establish small infrastructural facilities in the College.

File Description	Documents
Paste link for additional information	https://sncollegealathur.ac.in/download/agar/945 Annual%20report%20of%20Alumni%2022-23.pdf
Upload any additional information	View File

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

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The vision and mission of SREE NARAYANA COLLEGE,ALATHUR is modified on the basis of holistic approach for the growth of the inter personal and intrapersonal skills which are essential to build a creative, enlightened and productive civil society in this remote hinterland.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.To enhance the new teaching learning process for students to face the various challenges. 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, selfconfidence 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.To enable the students to explore the locally available economic resources for their employment and providing support to the society.

File Description	Documents
Paste link for additional information	https://sncollegealathur.ac.in/download/aqar/212_6.1.1.pdf
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://sncollegealathur.ac.in/download/agar/920_6.1.2%202022-23.pdf
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's academic community is fully committed to fostering the development of a new generation of youth into decent and responsible adults. 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 programs provide the students an opportunity to interact with various industries. Ie, organizing 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 programs. 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://sncollegealathur.ac.in/download/aqar/582_6.2.1.pdf
Upload any additional information	No File Uploaded

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

The 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://sncollegealathur.ac.in/download/agar/84_6.2.2.pdf
Link to Organogram of the institution webpage	https://sncollegealathur.ac.in/organogram/
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	No File Uploaded
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://sncollegealathur.ac.in/download/aqar/88_welfare%20measures-pages.pdf
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

NIL

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

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

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

1

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

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

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

11

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

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

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://sncollegealathur.ac.in/download/aqar/229_6.3.5.pdf
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://sncollegealathur.ac.in/download/agar/908_6.4.1%20sucharitha.pdf
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)

NIL

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	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

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

The 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 qualityenhancement .

File Description	Documents
Paste link for additional information	https://sncollegealathur.ac.in/download/aqar/649_Quality%20Initiatives%202022-23%20(2).pdf
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 andstructure 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://sncollegealathur.ac.in/download/aqar/100_6.5.2.pdf
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://sncollegealathur.ac.in/download/aqar/649_Quality%20Initiatives%202022-23%20(2).pdf
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

SNcollege alathur strongly upholds the motto of gender equality. Numerous programs are conducted by various departments and clubs that enhance the thought of equality among all genders. Ncc , Nss, gender forum , women cell had organized multiple programs that amplified the importance of representation of women in various social spaces. A well efficient student grievance cell

and anti ragging cell provides all kinds of help to the students in dire need. Women cell and gender forum organizes and conducts various programs that celebrate gender in all spheres and create a sense of awareness among the students as well as the staff. Commemorating international days by various clubs and cells functioning in the college is a routine affair, and thereby creating empathy as well as respect among the students.

The institution also provides Services such as common rooms and counseling for those individuals who are in need. An external counselor is also present at the college campus, who provides help to the students, teaching and non teaching faculty. Gender sensitisation programs are conducted and organized by various departments in order to help students to understand and empathize/sensitize with various problems, hence molding them into a responsible citizen.

File Description	Documents
Annual gender sensitization action plan	Nil
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.ac.in/download/aqar/349_7.1.1.pdf

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

A. 4 or All 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

As our college is eco-friendly, it maintains and take effort to reduce the amount of waste inside our campus. Not only in our campus but also our nearby places like water bodies of our region. (i.e., Thennilapuram). The duration of cleaning program was one month. The NCC launched the programme named 'Puneet Sagar Abhiyan' on December 1st 2021 as a national wide flagship campaign. The campaign aimed at cleaning, seashores of plastic waste and raising awareness. It was conducted from May 22nd 2022 to 27th May 2022 before the monsoon season in the guidance of Associate NCC Officer Lt. Dr. Shereena J and Grma Panchayath Members of Thennilapuram Region. The 66 cadets from SN College Alathur demonstrated exceptional enthusiasm and dedication throughout the campaign. They actively participated in cleaning up the shores of all water bodies near their region and played a vital role in spreading awareness about the campaign's objectives within their community.

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

A. Any 4 or All of the above

- 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,

A. Any 4 or all of the above

screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	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's commitment to fostering an inclusive environment permeates every aspect of its operations. Through various initiatives, such as cultural exchange programs, language immersion activities, and community outreach projects, the college actively promotes understanding and acceptance of diverse perspectives. Additionally, the institution provides resources and support systems to ensure that students from all backgrounds feel valued and included. By celebrating the richness of cultural, regional, linguistic, communal, and socio-economic differences, Sree Narayana College cultivates an environment where mutual respect and cooperation thrive. Furthermore, the college's dedication to unbiased decision-making and equitable treatment underscores its unwavering commitment to inclusiveness and objectivity, setting a precedent for other educational institutions to follow suit. The following are some of major activities organized in the college to foster inclusivity:

- 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.

Facilitated by the college's inclusive environment, students cultivate an egalitarian attitude, thereby fostering democratic ideals among them.

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	No File Uploaded

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

Sree Narayana College is dedicated to shaping responsible citizens who understand the importance of upholding values and fulfilling duties within society. Through a range of carefully curated programs and initiatives, the college aims to sensitize both students and employees to their constitutional obligations, including rights, duties, and responsibilities as citizens. This holistic approach to citizenship education not only benefits the individuals involved but also fosters a culture of civic engagement and social responsibility within the college community and beyond. Some of the activities that promote values, duty and responsibility are:

- 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

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	https://sncollegealathur.ac.in/download/aqar/900_7.1.9.pdf

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

A. All of the above

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

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

Sree Narayana College Alathur has conducted diverse activities to propagate to social values that gives important to individual as a fundamental aspects of society. The activities were organized under the eegis of NCC, NSS, WOMEN CELL, DEBATE CLUB etc. 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	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

NERARIVU (Social)

The college has conducted diverse activities to propagate social values that gives important to individual as a fundamental aspects of society. The teachers as well as students were able to step in to the society by co ordinating various activities. This in turn helped them to assimilate real life experiences. The activities were organized under the eegis of NCC, NSS, WOMEN CELL, DEBATE CLUB etc.

AARANYAKAM (Environmental)

Programs that help creating an awareness among the students about the fact that each creature in this universe is depended upon the nature were organized by different clubs such as Nature club, Energy club, Bio diversity club and Birds club.

File Description	Documents
Best practices in the Institutional website	https://sncollegealathur.ac.in/_gallery.php?page=5
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

The 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 motto of our college is "Seek freedom and enlightenment through education" of the words of Guru. College organizes socially 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 certificates 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. Different departments has started MoUs with prominent institutions to enhance various subject related activities.

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.