



## YEARLY STATUS REPORT - 2021-2022

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	SREE NARAYANA COLLEGE, KOLLAM
• Name of the Head of the institution	Prof. Dr.NISHA J THARAYIL
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04742998877
• Mobile no	9447013374
• Registered e-mail	snckollam@gmail.com
• Alternate e-mail	iqacsnc@gmail.com
• Address	Sree Narayana College Kollam
• City/Town	KOLLAM
• State/UT	KERALA
• Pin Code	691001
<b>2.Institutional status</b>	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Urban
• Financial Status	UGC 2f and 12(B)

• Name of the Affiliating University	University Of Kerala				
• Name of the IQAC Coordinator	Dr S. V. Manoj				
• Phone No.	04742992261				
• Alternate phone No.	9446900213				
• Mobile	9446900213				
• IQAC e-mail address	iqacsnc@gmail.com				
• Alternate Email address	iqac@sncollam.ac.in				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://sncollam.ac.in/kezoofti/2022/10/AQAR-2020-21.pdf">https://sncollam.ac.in/kezoofti/2022/10/AQAR-2020-21.pdf</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="#">YES</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	A	3.02	2016	01/12/2016	02/12/2021
<b>6.Date of Establishment of IQAC</b>			02/06/2008		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
INSTITUTION	STAR scheme	CENTRAL	2021	10400000	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			No		
• Upload latest notification of formation of IQAC			No File Uploaded		
<b>9.No. of IQAC meetings held during the year</b>			6		

<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	Yes	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded	
<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No	
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		
<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
<p>To improve academic environs of the institution, the stake holders were split into three tiers namely the fresher's from the undergraduate and post graduate programmes, their parents and faculty members, who were oriented towards induction programmes, orientation programmes specific to parentage and faculty development programmes, respectively</p>		
<b>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</b>		
Plan of Action	Achievements/Outcomes	
Nil	Nil	
<b>13. Whether the AQAR was placed before statutory body?</b>	Yes	
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>		
Name	Date of meeting(s)	
COLLEGE COUNCIL	29/09/2022	
<b>14. Whether institutional data submitted to AISHE</b>		
Year	Date of Submission	
2020-21	27/02/2022	

**15.Multidisciplinary / interdisciplinary**

Sree Narayana College, Kollam, follows the syllabus prescribed by the University of Kerala. Multidisciplinary and Interdisciplinarity has been integrated in the syllabus. Students of all programmes opt for Electives for their Open Course from a wide spectrum of options offered by Departments. This enhances their understanding of other disciplines and enriches their learning process. To give students a wider exposure and deeper understanding of other disciplines various certificate courses, invited lectures and conferences, seminars, special talks are organized by the institution. Students are encouraged to join various courses in Swayam-NPTEL, Couse Era, Udemy etc. In tandem with the NEP, our faculty members are engaged with the University in the framing of syllabi of new interdisciplinary courses.

**16.Academic bank of credits (ABC):**

In the currently prescribed curricula of the University of Kerala, credits assigned to papers are not transferable. But with the upcoming implementation of NEP, an academic bank of credit with credit transfer mechanism can be created for students. This ensures the interdisciplinary/multidisciplinary academic mobility of students. Students will also have multiple entry exit options as per their requirements.

**17.Skill development:**

The college offers opportunities for students to develop their skills to cater to the changes in the society. The college offers various certificate courses for developing soft skills, language and communication skills, life skills, ICT/computing skills etc. Students are encouraged to go for internships to obtain learning outcomes within their curriculum in a work environment so that they can apply the knowledge, skills, and attitudes learned in the programme in a real situation. This will make the students job ready by the time they graduate. Furthermore, their skills are augmented by frequent interactions with alumni and industry experts, which enhances their preparedness for the world outside the college. Sree Narayana College, Kollam aims to create an ecosystem for the development of entrepreneurship by providing appropriate education and training.

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

The prescribed curriculum imparts students an in-depth understanding of our rich cultural heritage, including its language, culture and

knowledge systems. Other than the prescribed curriculum, the college offers courses like Certificate Course in Yoga, Certificate Course in Yoga and Stress Management, Certificate course in Sanskrit Proficiency, Certificate Course in Ancient Indian Heritage and Culture, Certificate Course in Medieval Indian Heritage and Culture, Certificate Course in Cultural Forms of Modern India, Certificate Course in Foundations of Logical Reasoning etc. A highly active Performing and Arts Club is functioning in our college to create awareness among students on the rich traditions and cultural values. The club is offering three courses- Certificate Course in Classical Music, Certificate Course in Dance, Certificate Course in Theatre Events. Besides, regular academic performances, workshops and seminars and other academic activities are organized in collaboration with other organizations to give students a wide and varied exposure to Indian culture. Under the initiative of Ek Bharat Shreshtha Bharat (EBSB), various programmes are organised to cherish and celebrate the rich cultural heritage of our country India, to be able to preserve and propagate its history, traditions and values.

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

The syllabi prescribed by the University of Kerala is formulated to meet the outcome expected of students of a particular course at the end of the programme. The outcomes are delineated clearly, and the teaching plans are outlined accordingly. Intended learning outcome is achieved by having a conducive learning environment with proper execution of the curriculum and transparent evaluation system. The teaching learning environment in the college is evolved in such a way as to create positive energy to the teachers as well as students for attaining the impending outcomes with academic excellence, critical thinking, social concern and environmental consciousness. This enhances the quality of education being imparted to them and frequent student faculty meetings help align pedagogy to the desired outcomes.

#### **20.Distance education/online education:**

Sree Narayana College, Kollam uses online tools and blended learning to enhance the teaching-learning process. The college is the study centre for Postgraduate and Undergraduate courses offered by IGNOU and School of Distance Education (SDE) by the UoK. The college is also a local chapter of SWAYAM-NPTEL. The college offers 7 online courses under UGC-NSQF scheme. Furthermore, the college offers 25 online bridge courses to bridge the gap between subjects studied at Pre-university level and subjects they would be studying for Graduation.

## Extended Profile

<b>1.Programme</b>	
1.1  Number of courses offered by the institution across all programs during the year	<b>1048</b>
File Description	Documents
Data Template	No File Uploaded
<b>2.Student</b>	
2.1  Number of students during the year	<b>1458</b>
File Description	Documents
Institutional Data in Prescribed Format	No File Uploaded
2.2  Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	<b>602</b>
File Description	Documents
Data Template	No File Uploaded
2.3  Number of outgoing/ final year students during the year	<b>1040</b>
File Description	Documents
Data Template	No File Uploaded
<b>3.Academic</b>	
3.1  Number of full time teachers during the year	<b>162</b>
File Description	Documents
Data Template	No File Uploaded

3.2	162
Number of sanctioned posts during the year	
File Description	Documents
Data Template	No File Uploaded
<b>4.Institution</b>	
4.1	107
Total number of Classrooms and Seminar halls	
4.2	20000000
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	252
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

This institution guarantees the provision of an effective curriculum by following the academic calendar provided by the University of Kerala. Before the start of each semester, faculty members analyze student needs and plan a curriculum set by the University to include various activities related to the designed curriculum. At the beginning of each semester, the department outlines the workload used to create a general schedule. Therefore, each faculty creates the teaching plan for each course and assigns topics to teach within the time allotted for each semester. Through a variety of interactive activities such as classroom lessons, group discussions, PowerPoint presentations, quizzes, debates, and academic tests students can gain hands-on insights into the curriculum. This helps develop higher cognitive skills such as Critical thinking, problem-solving, evaluation, and integration. Regular tutorials /class tests / MCQ exams are conducted to assess student comprehension. The test results are checked and remedial coaching is provided to weak students.

Teachers make every effort to ensure quality and promote academic growth. Practical skills, theory, and oral exams are conducted to assess student comprehension. The curriculum is enriched from time to time with the participation of faculty members in different academic bodies of the university.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

The Institute is affiliated with the University of Kerala and implements the curriculum established by the university's BoS. The Institute has developed a structured and documented process for implementing the curriculum. Before the start of the semester, CBCSS, with the involvement of other faculty members, will create an academic calendar that matches the calendar created by the affiliating university. This academic calendar includes dates for internal exams, seminars, workshops, expert lectures, add-ons and certification programs, and other undergraduate and course-related activities. A study plan including timetable, semester calendar, and syllabus will be provided to all students. Each faculty member creates a semester lesson plan based on the academic calendar created by the university. Each tutor meets students after the semester examination, reviews the semester they have completed, and discusses with them the next semester. They take suggestions, develop a course plan and distribute it to students. The faculty will revise the course COs and create /update the lecture materials. The syllabus is enhanced by adding content beyond the syllabus to ensure the achievement of Cos. Before the semester examination teachers also prepare question bank of the related course and prepare the students for the university examination.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in A. All 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	No File Uploaded
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

32

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

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

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

57

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

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

2407

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

## 1.3 - Curriculum Enrichment

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

The institution follows the curriculum prescribed by the affiliated Kerala University, which clearly integrates various socially relevant cross-cutting issues like ethics, human values, environment, etc. In order to configure these issues, the college has imbibed different types of additional certificate courses and diploma courses to enhance competencies like social values, human values, environment sensitivity, etc., thereby leading to the holistic development of students. College is always keen to conduct various central government projects and awareness programmes in a meticulous manner and promotes clubs activities for the overall development of students. NSS and NCC work hard to disseminate the importance of gender equality, humanitarian considerations, the need for environmental awareness, etc. that leads to a strong value-based holistic development of students. Moral Values, Gender values, Human Values & Professional Ethics An Induction programme related to values and ethics is an integral part of the curriculum of the first-year PG and UG students. College celebrates days of National and International importance, which will surely nurture the moral, ethical, and social values in the students. Environment and Sustainability A course related to environment and sustainable development is included in the University curriculum followed by the

college and in all UG and PG programmes.

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

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

32

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

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

1788

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	No File Uploaded

## 1.4 - Feedback System

### 1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution

A. All of the above

from the following stakeholders Students  
Teachers Employers Alumni

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

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

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

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	Nil

## 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

1458

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

**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

602

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 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

Orientation sessions are conducted for students of all the programmes immediately after admission. The tutorial system and internal assessments help the teachers to identify the advanced learners and slow learners. The progress of students is closely monitored through the Internal Assessment conducted through tests, assignments and seminars and the teachers track the progress of each of their students across all semesters. Parents are also informed about the academic track of the students through PTA meetings and the college ERPS. The faculty member has the freedom to introduce experiential modes of learning. Case studies are provided to the students and theories are made familiar by taking quotidian examples. Feedbacks are also collected from the students and they help the teachers to improve and hone their skills in teaching, if required. Experts from different fields are invited to deliver lectures and these webinars really augment the confidence and widen the horizon of students. Webinars on job opportunities are also conducted to make the students more career oriented. Field trips and industrial visits also help the students to gather firsthand information.

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

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

Number of Students	Number of Teachers
3774	162

File Description	Documents
Any additional information	<a href="#">View File</a>

## 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

Student centric methods such as interactive sessions, projects, field works and experiments are used for enhancing the understanding and learning experiences of the students. Assignment and seminar topics are given and students are encouraged to make use of the resources at the college library for completing these works effectively. In addition to the chalk and talk method, the institution adopts modern pedagogy to enhance teaching-learning process. Audio visual presentations, brainstorming sessions, debates, elocutions, group discussions, peer teaching, poster presentations, problem based learning, project based learning, role plays, screening of videos, short films and documentaries are adopted by various departments of the college to meliorate the learning experience of students. The projects which the students have to submit as part of their UG/PG syllabi stimulate the interest of the students on the subject and provide them with opportunities of freedom of thought and free exchange of different views. Experimental/Laboratory method is used in the case of science subjects to acquaint the students with the facts through direct experience and through this method they get an opportunity to verify the facts and laws of the subject. Learning and sharing of notes and study materials

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

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

Students as well as teachers are provided with guidance and motivation to equip themselves for online teaching-learning process, in the face of continuing disruption of campus life on account of the COVID19 pandemic. Teachers make use of ICT enabled tools such as power point presentations, recorded audio and video classes, and virtual interactive platforms like Google Meet, Zoom that serve the purpose of mobile smart classrooms to effectively reach out to students and help them in positively engaging and comprehending the topics that they have to study. Online platforms such as Google Classroom and YouTube Channels, and even social media apps like

WhatsApp and facebook are used as effective means to communicate, disseminate study materials and syllabus, make announcements, conduct tests, upload assignments, make presentations, address queries, and share information. Teachers also encourage students to navigate through online information resources such as INFLIBNET, UGC e-Padashala and find out additional learning materials related to their syllabus.

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

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

#### 2.3.3.1 - Number of mentors

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	No File Uploaded

## 2.4 - Teacher Profile and Quality

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

162

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

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

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

90

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

## 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	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 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.

The efficient and smooth conduct of examinations and declaration of the results can be ensured only with the cooperation of all the stakeholders including teaching, non-teaching and administrative staff. They are expected to be aware of the various procedures and time schedules which they should adhere to. The college has a well-structured, transparent and robust mechanism for Continuous Internal Evaluation of students. The schedule of internal examinations is conveyed through the Academic calendar. The process of internal assessment mechanism includes formative and summative modes. Formative assessment is done according to a graded metric based on: Attendance Two Unit Tests per Semester Assignments and projects



The following are considered: Field visit, report writing Seminars presentation, participation Class interaction Participation in college activities Good conduct and demonstrative ethics and values The college insists on a minimum 75% attendance of students per semester. Personal feedback is given to students. Weak students are counseled and corrective measures are suggested. Difficulty sessions, often including peer learning and peer evaluation are taken by the teachers. The teacher plays the role of an observer. Transformation of classrooms into student-centric learning spaces has increased possibilities for successful curriculum transactions.

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

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

The institute has devised an efficient mechanism to deal with examination related grievances which transparent in the pattern and rectification of grievances is time bound. The college follows strictly the guidelines and rules issued by the affiliating university while conducting internals and semester-end examinations. At Institute level, an examination committee, comprising of a senior teacher as convener and other teaching and non-teaching staff as members, is constituted to handle the issues regarding evaluation process. The teacher distributes evaluated answer scripts to students, and any clarifications or grievances are addressed by the teacher. The internal marks are published in ERPS software, Campus Genie. Students and Parents can access it. If any discrepancy like mistakes in question paper, mark allocation, correction is noticed by the students, the concerned teacher will resolve the discrepancy, and the necessary corrections will be made. If a student is not satisfied with the marks awarded even after resolved by the teacher, then he may represent the same to the HOD concerned. All such representations are taken positively and are reassessed by another teacher if necessary.

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

## 2.6 - Student Performance and Learning Outcomes

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

The college has stated graduate attributes and learning objectives. To attain these attributes Programme outcomes (POs), Programme specific outcomes (PSOs) for all academic programmes are stated by the Institute as per guidelines of NAAC. The POs are aligned to the learning objectives. The attributes are included in the Pos are Knowledge outcomes, Skill outcomes and Values outcomes of POs and PSOs are designed to ensure complete and comprehensive learning about the program and courses as these are critical for the successful career of the student. The course outcomes identify the minimum achievement required for success in the course. They are based on the principles of Blooms taxonomy including Knowledge, Comprehension Application, Analysis, Synthesis and Evaluation.

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

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

Program and Course outcomes have been designed for students and other stakeholders. They aim at making the students ready and equipped with knowledge and skill sets required for future. Evaluation of outcomes serves the institution as an effective tool for introspection and improvement. Outcomes have been uploaded on the College website. The students are made aware of these during the Orientation Programs for the new students as well as at the beginning of every semester. Students are guided with required mentoring so they achieve the desired outcomes. Evaluation of the stated outcomes is carried out using multiple assessment methodologies. It is carried out regularly during routine teaching, and periodically through internal assessment and finally through evaluating the University results. The program outcome attainment is assessed in order to track the graduates' performance. The tool used for continuous improvement in the graduates' abilities through appropriate learning & teaching strategies. In order to assess students' performance with respect to abilities (at the end of course teaching/by the end of program) the course outcome attainment

and program outcome attainment is measured.

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

### 2.6.3 - Pass percentage of Students during the year

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

777

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	Nil

### 2.7 - Student Satisfaction Survey

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

[Nil](#)

## 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)

18.2

File Description	Documents
Any additional information	<a href="#">View File</a>
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

### 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

49

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

### 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

3

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Supporting document from Funding Agency	<a href="#">View File</a>
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

In order to augment an interest towards research, a Multidisciplinary Annual Seminar series entitled, Agora, was

conceived. In order to render an open access of digital resources, the college library offers an exclusive online segment entitled, D Space. It is interesting to point out that our students gained entry to the Summer Scholarship Programme, offered by DSTSCTIMST and the Summer Research Fellowship Programme, offered by Indian National Science Academy. Understanding the relevance and growth of innovation in skill development and digital empowerment sectors, the college in collaboration with Public Relations Council of India (PRCI), initiated a new chapter of Young Communicators Club (YCC); One of the innovative services offered by our college is Plant Identification and Botanical Information Service (BIS), which renders free of cost in the identification of angiosperm plant specimens. The spirits of innovation are also evident in the entrepreneurial skill development programmes initiated by the college. Similarly, Swayam NPTEL, recognises the college with the tag, "Best New LC," based on the performance of our students who participated in the online certificate courses. Another recognition was portrayed in the Knowledge Review Magazine, which remarked on our college as "one of the ten best Institutions of Biological Sciences", during the year 2019. Dr.VL Pushpa, published a work on the theoretical insights on "Anti-SARS-CoV2 Activity of Chloroquine and its Analogs and In Silico Screening of Main Protease Inhibitors." To add to the glory, our college won an "A Band", in ARIIA rankings, 2020

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://snckollam.ac.in/innovation-ecosystem/">https://snckollam.ac.in/innovation-ecosystem/</a>

### **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**

16

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 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

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	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

46

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

#### 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

34

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 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

College conducted various extension activities including Faculty development programmes, Workshops in the manufacture and use of LED lights, Tree plantation and afforestation campaigns, Initiatives in cleaning Kollam beach, Street plays Soil and water analysis. Part of Ashtamudi Renovation programme with Kollam corporation. Environment awareness programmes and commemoration of various days Free consultancy and plant identification under Botanical Information Service (BIS). Helped students of Mayyanad Girl Children's Home, Undertook Malayalam to English translation work of campaign booklets of Suchithwa Mission and Swatch Bharath Mission. The students offered aid to Covid-19 patients Students were integral part of the Student Police Volunteer Cops (SPVC). Presented literary narratives to Government U. P. school, Pattathanam. Taught basics of Hindi, including grammar to students hailing from the Tsunami flats located in the adjoining areas of Kollam. Commemorated the Kargil war, Hiroshima day Poster making competitions on global peace, Indian Independence and Indo- Pak relations. Faculties participated in regional youth camps instituted by Y's Men International Community Service. Conducted counselling sessions to cater to the psycho social issues of the students

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

**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**

1

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

**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**

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

**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**

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

### 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

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

### 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

18

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

## 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.

Sree Narayana College, Kollam spreads over 15 acres in a beautiful and serene atmosphere ideally suited for higher education. Infrastructure plays an important role in education sector. Classroom design, auditoriums, laboratories, campus area etc. are crucial elements of a learning environment. Installation and enhancement of infrastructural facilities for improving the

teaching-learning process, and extending maximum possible educational amenities to its growing strength of learners is one the primary objectives of the institution. Infrastructural changes are effected according to the needs of the concerned components of the college. The general infrastructural policy includes: Regular maintenance and up gradation of facilities Raising the number of smart class rooms Creation of new space for laboratories procuring new equipment for laboratories. installing more computers .utilizing the grant received from government, funding agencies and the management for improving infrastructure facilities.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://snckollam.ac.in/infrastructure-facilities/">https://snckollam.ac.in/infrastructure-facilities/</a>

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

Sree Narayana College, Kollam provides adequate facilities and support for various cultural activities, sports, games, physical fitness and yoga. The department of Physical education serves as a bridge between academic career and physical development of the students. The department sets pathways for students to practice, participate and compete among one another as well as to assess the limits to which students can perform. This help the students to bench mark themselves the level to which their health and Fitness can be understood. Thus the department of Physical Education facilitate students to indulge in health and Fitness activities as well as yoga there by to develop sound body in a sound mind. The department helps in improving the all round development of students. The activities of the department is supported by the sports club and health education club. Th sports club organises periodic matches and events to enable students to participate and compete in diferent sports and games. Health education club provide the students the opportunity to learn, practice and share the attributes of a healthy life style through regular educational sessions. The various cultural activities are coordinated by the prforming arts club, media club, literay club and debate club.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://snckollam.ac.in/multi-gym/">https://snckollam.ac.in/multi-gym/</a>

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

52

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

#### 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)

153.8

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)	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

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

The College General Library is functioning under the guidance of the Library Advisory Committee. The committee consists of the Principal

as Chairman, the Librarian as Secretary, all HODs, selected faculty members, and student representatives as members. The library consists of four sections: Reference Section, General Section and Department Section and e- resource centre. The library advisory committee meets periodically to review the library operations, to discuss requests and suggestions from the faculty, staff, scholars and students and to decide on purchases, installations and modifications. The central Library is fully automated with cloud computing system. The details are :

Name of ILMS software : Koha Version : 21.05.08.000 Year of Automation : 2015 The cloud computing facility offers provision for book search, advanced booking of library books and one time online renewal of borrowed books.

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

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

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

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

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

3.14

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)	No File Uploaded

#### 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

375

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

#### 4.3 - IT Infrastructure

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

The institution offers IT infrastructure through four computer labs equipped with 128 computers and an e-resource centre. There are two dedicated servers for smooth functioning of e-resource centre and library. The central library is fully automated with ILMs software : Koha Version : 21.05.08.000. Open access facility is provided through cloud computing system. e books and journals are provided mainly through INFLIBNET. There is one recording studio for developing econtent. Online classes and study materials are provided mainly through Moodle and mangle platform of the college educational resource planning software (ERPS). ERPS software also provides provision for academic and administrative monitoring .

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

##### 4.3.2 - Number of Computers

252

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

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

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

#### 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	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)	No File Uploaded

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.

The Planning Board and the Building Committee under the guidance of IQAC, in consultation with the management plan and utilize the budget optimally for various developmental activities such as extension, renovation and maintenance. Engaging temporary faculty and purchase of books, sports material, laboratory equipment, chemicals and computers are the main expenditure with budgetary

allocations. The expenses for the development of various co-curricular activities are also included in the budget. The sources of resource are government, PTA and the management. All Heads of the departments maintain a stock register for the available equipment and furniture and the Principal insists upon the inter departmental verification of stock at the end of every year. The missing or damaged items are noted. The Government of Kerala allocates and sanctions funds based on assessment of the proposals, student strength, and the nature of the academic programmes offered by the institution. The UGC is also an important source of funds. The maintenance and repairs in civil, electrical, plumbing and similar areas are carried out by the PTA and the management. The Building Committee and Planning Board take transparent action for processing and maintaining various facilities repaired.

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

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

2508

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

#### 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**

2508

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded

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

A. All of the above

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

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

2407

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

2407



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)	No File Uploaded

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

**A. All of the above**

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

## **5.2 - Student Progression**

### **5.2.1 - Number of placement of outgoing students during the year**

#### **5.2.1.1 - Number of outgoing students placed during the year**

111

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

## 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

253

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

## 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

45

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

## 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.**

96

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)	No File Uploaded

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 has an elected college union which comprises 8 student office bearers headed by Chairman (male) and Vicechairman(female) and elected class representatives. The union organised various programmes like College day, Sports day, Yoga day, environment day and fine arts day. Observed all national days like Independence day, Gandhi Janyanthi, Republic day etc The activities of department associations conducted with help and coordination of 17 student association secretaries. Every department has independent clubs which promotes cocurricular activities and skill development prograames like Entrepreneurship Development, biodiversity mangement etc. The college has various bodies like Antiragging cell, women empowerment cell, pain and palliative care, carrier guidance, counselling, Blood donation, Nature club including NCC NSS. The student representatives actively participated in these bodies and ensure the effective functioning of curricular and cocurricular programmes. The college union coridantes the participation of students in the cultural and literary events orgniized by interuniversity, regional, national levels. As part of Green Campus Clean campus campaign, the college adopted green protocol. In continuation of this programme, student participated in the e-waste collection project of Kollam Corporation.

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

50

File Description	Documents
Report of the event	No File Uploaded
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)	No File Uploaded

## 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 Association of SN College, Kollam (Reg.No. Q287/2002) actively initiates several programmes of student support and progress. The Alumni Association keeps a good liaison with the Principal, HODs, and PTA representatives. The Association sponsors scholarships and cash awards, contribute to the infrastructure development , organizes seminars, encourages extra curricular activities and provides career guidance and personal counseling to the students. It has several oversea chapters in countries like the US, Malaysia and the UAE. Alumni has an office in the college campus and publishes a News letter Souhridam. The alumni association conducts an annual meet of all its members in the college and distributes cash awards to the University rank holders and class toppers.

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

#### 5.4.2 - Alumni contribution during the year (INR in Lakhs) D. 1 Lakhs - 3Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

### GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 - Institutional Vision and Leadership

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

The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution. Vision Sree Narayana College, Kollam, established in the year 1948 is a pioneering centre of excellence in the field of higher education. The libertarian, universal and philosophic preaching's of Sree Narayana Guru has acted as a guiding spirit in shaping and redefining the visionary stance of the college. The past glorious times stands testimony to this universal vision of the college, for it had stood with the underprivileged and the marginalized sections of the society in the act of ushering in enlightenment. The vision of the college is nowhere better exemplified than in its motto: " enlightenment through education".

Mission To institutionalize Guru's philosophy: One Caste, One Religion, One God for Man To instill the spirit of nationalism and patriotism in young minds To create socially, culturally, intellectually and economically productive and environmentally conscious citizens To achieve excellence in higher education and progressively respond to changing social realities To bring out generations of youth empowered with high competence to address all global requirements

File Description	Documents
Paste link for additional information	<a href="https://snckollam.ac.in/vision-mission/">https://snckollam.ac.in/vision-mission/</a>
Upload any additional information	No File Uploaded

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

Affiliated to the University of Kerala, the college is managed by the corporate management of Sree Narayana Trusts, Kollam. The college is governed by an apex Management Committee. The governing power is devolved through various bodies such as College Council which consists of Principal, three elected teaching staff representatives and all Department Heads. The College Council meets twice in a month and discusses various aspects of academic and administrative matters. In addition, the College has a vibrant Parent Teachers Association (PTA) which comprises of an Executive committee consisting of Principal as President and three elected Members from the teaching faculty. The Vice President of PTA is elected from the parents of the students. The main aim of the PTA is to promote the welfare of the students including financial assistance through providing Merit Scholarships and sponsoring economically weak students. Besides, the academic and campus monitoring committees are constituted with the participation of Students and faculty members: Discipline Committee, Library Advisory Council, Students Welfare Committee, Parliamentary Literacy Club etc. Educational Resource Planning Software integrates all the modules and functionalities of college on a single platform that can be handled by the administrative head and access by the students, parents and staff.

File Description	Documents
Paste link for additional information	<a href="https://snckollam.ac.in/committees-2/">https://snckollam.ac.in/committees-2/</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

**Curriculum Development** This college is affiliated with the University of Kerala and functions according to the academic parameters such as syllabi and examination rules and regulations set

by that University. To enhance the skill-based employability of students, certificate programs and Value added courses were conducted. Teaching and Learning ICT-enabled classes and methods like Peer group teaching, Remedial classes, internship, industrial visits, field trips, group discussions, seminars, etc are adopted. Examination and Evaluation Examinations are conducted as per university notifications. Result analysis is done by IQAC. Through ERPS, the academic progress of the students is timely informed to students and parents. Any grievances from students are addressed by DLMC and CLMC. Research and Development The research committee encourages faculty members to undertake research activities. Faculty members are motivated to complete the ongoing research projects leading to their PhD . The college publishes an interdisciplinary multilingual research journal "Holistic Thought" which is approved by the University of Kerala

Eighteen PhD. Degrees have been produced by research centers in the college. Library KOHA Open source library software makes lending transactions easy. Human Resource Management Sufficient teaching and nonteaching staff were appointed in due course.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	<a href="https://snckollam.ac.in/research-facilities/">https://snckollam.ac.in/research-facilities/</a>
Upload any additional information	<a href="#">View File</a>

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 functioning of the institutional bodies is effective and efficient as visible from policies, administrative set up, appointment and service rules, procedures etc. A well-established administrative structure ensure the effective functioning of the college. The Regional Development Committee (RDC) of the Management is the apex body of the institution with the Manager as the Head. The College council comprises the Principal, Heads of the Departments, IQAC co-ordinator Librarian, office Superintendent and three elected faculty members.

File Description	Documents
Paste link for additional information	<a href="https://snckollam.ac.in/policy-documents/">https://snckollam.ac.in/policy-documents/</a>
Link to Organogram of the institution webpage	<a href="https://snckollam.ac.in/organogram/">https://snckollam.ac.in/organogram/</a>
Upload any additional information	<a href="#">View File</a>

### 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	<a href="#">View File</a>
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

## 6.3 - Faculty Empowerment Strategies

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

The institution has a tradition of offering support to its major stake holders and ensures that workshops and training programmes are conducted periodically to equip the teaching and non-teaching staff professionally. Encouragement is provided for their academic advancement and care is taken to ensure their wellness and enable them to optimize their true potential. Both teaching and non-teaching staff are provided with medical reimbursement, group insurance scheme, state life insurance, financial aid from staff association and personal accident insurance. Loan facility from Cooperative Society, Maternity leave, Festival allowance, Provident fund etc. Those staff members whose salary not yet sanctioned were given financial support.



File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### 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

50

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

### 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

19

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	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

### 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

139

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

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

The institution managed by Sree Narayana Trusts, Kollam strictly follows the UGC Regulations on Minimum Qualifications for Appointment of Teachers and other Academic Staff in Colleges . To evaluate the performance of staff members, annual self appraisal form is collected from all teaching and non teaching staff at the end of the academic year . This helps to evaluate the performance of a staff as per the UGC regulations as well as to identify the contribution of the employee to the organization. It also helps to identify potential aspects for improvement. Besides this the IQAC of the organisation conducts annual internal and external academci and administrative audits. Corrective measures are taken as per the recommendations in audit committee report.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 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 institution follows government guidelines for the collection and disbursement of funds and strict financial discipline is ensured through regular internal and external audits. The college also maintains separate accounts for financial aids received from different sources. Internal Audit Internal audit of finance is conducted every year at the college office. The internal auditing of accounts is carried out jointly by the Principal, Head accountant and staff members of the college. Statutory Audit Statutory Audit is conducted every year at the close of the financial year. This is done by an auditor appointed by the Manager. Government Audit Government Audit is conducted with regard to the Government aided funds received in the college. Two types of government audits are done- one by the office of the Dy. DCE and the other by the office of the Accountant General.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

#### 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)

171.26 L

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

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

The institution has a mechanism to ensure adequate budgetary provisions for academic and administrative activities and to monitor

the effective and efficient use of financial resources. The College has a well-defined organization set up, headed by the Principal. Before the financial year begins, the Principal and Heads of Departments prepare the college budget which is scrutinized and approved by the College Council and Management. Designated faculties are authorized to prepare and implement purchase plans in consultation with the stakeholders. Accounts are maintained by the Head Accountant and the Principal is accountable for all the financial transactions. Government Funds The institution has received Central Government funds such as DST/FIST, and RUSA. Now DBT Star College fund have been sanctioned and received. State Government funds including e grants for weaker sections of the society are also received. Public fund for NCC, NSS and various club activities are also received. Non-Government Funds The institutional leadership and various stakeholders take initiatives to mobilize various resources as and when required for the effective functioning of the College. The major sources of mobilization include the SN Trusts Management, PTA, and Alumnae Association. Funds are raised by departments/Associations for conducting various activities of the Departments, Clubs and Cells.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 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

To improve academic environs of the institution, the stake holders were split into three tiers namely the fresher's from the undergraduate and post graduate programmes, their parents and faculty members, who were oriented towards induction programmes, orientation programmes specific to parentage and faculty development programmes, respectively Annual Multidisciplinary seminar series AGORA-2021 and International/ National and state level seminars/webinars/workshops and awareness programmes were conducted, a total number of 180 programs were organized . Participated in NIRF, AISHE and ARIIA Ranking 2021 and the college was awarded with II Rank in ARIIA ranking 2021. Educational resource planning software (ERPS) which offers a wide range of academic service to the students, parents faculty and administrators was extended to post graduate programmes and certificate courses. Academic audit, administrative

audit, gender audit, green audit , energy and environment audits were conducted and corrective measures were taken.

File Description	Documents
Paste link for additional information	<a href="https://snckollam.ac.in/iqac-downloads/">https://snckollam.ac.in/iqac-downloads/</a>
Upload any additional information	<a href="#">View File</a>

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

The 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 Academic audit, administrative audit, gender audit, green audit, and energy and environment audits were conducted and corrective measures were taken. Three FDP programmes were organized successfully. Organized a one-week induction programme for First Year UG students. The practice of maintaining a diary is adopted by all departments. Feedback is collected regularly from students, teachers, alumni and employers and it is analyzed and steps are taken to improve the quality. Remedial coaching is provided to the weak and needy students by all the departments and it has helped to improve the university results. Career guidance programmes are organized and campus selection is also held regularly. After the publication of the results of semester wise university examinations, a detailed result analysis is conducted.

File Description	Documents
Paste link for additional information	<a href="https://snckollam.ac.in/quality-audits-on-environment-and-energy/">https://snckollam.ac.in/quality-audits-on-environment-and-energy/</a>
Upload any additional information	<a href="#">View File</a>

**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**

**A. All of the above**

**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	<a href="https://snckollam.ac.in/aqar/">https://snckollam.ac.in/aqar/</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **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

Educational institutions are central to bridge the gap of misconceptions and lack of information on gender, sex, and sexuality in the society and nurturing a gender sensitive educational environment goes a long way to help create an inclusive society. Women study unit in the institution, works for the noble cause of women empowerment. It functions with the purpose of enhancing the physical, mental, and social wellbeing of students. In the Academic Year, 2020- 2021 different online activities were conducted in the context of covid-19. All the activities of women study unit were planned with an aim of bringing up non-academic activities into the forefront and make it a part of students' day today activities. All the women students are part of women study unit. The main objectives of Women's study unit is to promote inclusion of Gender/Sexual Diversity among students , to improve communication between students by promoting better understanding of the differences and similarities among the sexes, to work towards encouraging a culture of Empowerment and Equality and to aid in making a sustainable and equitable society for people with different gender, sex and sexuality choices by empowering students with the right information.

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	Nil

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

**A. 4 or All of the above**

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	No File Uploaded

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

The institution takes special care in managing solid, liquid, biomedical, hazardous chemicals and radioactive wastes. Garbage in the college is mostly decomposable food waste and it also includes paper and dry leaves. The aerobic combustion unit is used to dispose biodegradable wastes. Inoculants are added to the waste materials and it is converted into organic compost. Awareness about waste pollution and difficulties in disposal are spread among students through talks on environment conservation and they are encouraged to create least waste and properly dispose it. The laboratory waste is detoxified and diluted and the waste water is let out to the sump set up for the purpose. Wash rooms wastes are directed to a septic tank while effluents from laboratories are directed into separate underground tanks and prevented from escaping into the environment. Sanitary napkins are disposed of by an incinerator in the Girls' Common Room, and no other biomedical waste is generated. Non degradable, recyclable waste is stored separately and disposed through vendors. The usable parts of unused computers are reused and those parts which are not needed in the campus are disposed through



voluntary organizations who are engaged in cyber-philanthropy.

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

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus** A. Any 4 or all of the above

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

**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	No File Uploaded
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

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



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

**A. Any 4 or all of the above**

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

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

**A. Any 4 or all of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
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	No File Uploaded

**7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other**

diversities (within 200 words).

The College provides affordable and quality education to all strata of the society in line with its Vision, Mission and Objectives. Presence of staff as well as students from all over India and even abroad makes the environment inclusive and tolerant towards cultural, regional, linguistic, communal, socio economic and other diversities. On the socio-economic front, the College, through institutional scholarships, provides monetary assistance and ensures that economically backward students are not deprived of education due to financial constraints. Differences arising out of diversity were addressed through different programmes orginsed in the college. An interactive webinar on Unity Day was conducted addressing contemporary issues related to unity. Resource persons from diverse strata have addressed these webinars, emphasizing the institutional efforts at inclusion. All the major festivals like Holi,Christmas,Onam,etc are celebrated in the college and it fosters an inclusive and tolerant environment. Food fest are conducted regularly in the college and that has helped students to realise the nutritional value of local and regional food and it has also helped them to appreciate diversities.

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

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

Programmes like Ek Bharat Shreshtha Bharat' helps to disseminate the knowledge of the culture, traditions and practices of different states & UTs will lead to an enhanced understanding and bonding between the states, thereby strengthening the unity and integrity of India. It creates an environment which promotes learning between states by sharing best practises and experiences. According to this programme in higher education institutions, each state has a paired state to study and coordinate diversity of each other.Himachal Pradesh is the paired state of Kerala.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

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

**4. Annual awareness programmes on Code of Conduct are organized**

File Description	Documents
Code of ethics policy document	No File Uploaded
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**

Various National and international commemorative days are observed and celebrated. Speeches by staff and Principal on National festivals- Independence and Republic Day and reading of the preamble to the Constitution recapitulate and enhance National pride. There are also many cultural events including dance, skits and songs which reflect our national pride and pave way for introspection and realization of our obligation towards the nation. Other commemorative days such as Republic Day, Independence Day, National Constitution day or Samvidhan Divas, Human rights day, Environment day, Wetland day, Hiroshima Day, NSS Day, Gandhi Jayanthi, UN day, National Unity day, Kerala Piravi, Women's day, Teacher's day, Onam,

Christmas, Holy etc are celebrated in the college.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
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.

### BEST PRACTICE - 1

Title of the practice

"Share-and-Care"

- Objectives of the practice
- To provide mid-day meal to a minimum of 50 most needy students per day
- To give financial assistance to socially and economically backward students and staff to meet medical exigencies
- To facilitate possible welfare measures for deserving meritorious students who live on the edge of life
- To extend emotional support and achievement motivation to the students who hail from the lower strata of society.

### BEST PRACTICE -2

Title of the practice

"EDAM: Student Palliative Care Initiative"

- Objectives of the practice
- To impart moral and psychological support to terminally ill patients.
- To extend food and provision support.
- To serve as a bridge between the institution and the society.

- To utilize collaborative effort to mitigate social issues.

File Description	Documents
Best practices in the Institutional website	Nil
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

#### Research Oriented Teaching- Learning

Sree Narayana College, Kollam emphasises the importance of research in teaching-learning process that encourages students to think critically, explore new ideas and imbibe the skills of problem solving. The institution gives priority to research-oriented teaching learning process to cater to the recent developments in the domains of knowledge. More over the college offers a vast arena for an aspiring student to pursue higher studies not only up to the postgraduate level but also help the student in acquiring a doctoral degree. The college has fourteen postgraduate departments out of which nine are research departments affiliated to the University of Kerala. The strength of the research activities of the college lies in the 9 research centres having 53 approved research guides specialised in multiple areas of their subjects concerned. Altogether there are 112 research scholars working under their guidance both full-time and part-time in research leading to PhD. The laboratories of the college are equipped with specialized equipment and instruments for scientific research and experimentation. The college receives financial support for research activities from various funding agencies including DBT star, DBT Skill Vigyam State Partnership, DST FIST, Unnat Bharat Abhiyan, SARD and KSCSTE.

## 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

This institution guarantees the provision of an effective curriculum by following the academic calendar provided by the University of Kerala. Before the start of each semester, faculty members analyze student needs and plan a curriculum set by the University to include various activities related to the designed curriculum. At the beginning of each semester, the department outlines the workload used to create a general schedule. Therefore, each faculty creates the teaching plan for each course and assigns topics to teach within the time allotted for each semester. Through a variety of interactive activities such as classroom lessons, group discussions, PowerPoint presentations, quizzes, debates, and academic tests students can gain hands-on insights into the curriculum. This helps develop higher cognitive skills such as Critical thinking, problem-solving, evaluation, and integration. Regular tutorials /class tests / MCQ exams are conducted to assess student comprehension. The test results are checked and remedial coaching is provided to weak students.

Teachers make every effort to ensure quality and promote academic growth. Practical skills, theory, and oral exams are conducted to assess student comprehension. The curriculum is enriched from time to time with the participation of faculty members in different academic bodies of the university.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

The Institute is affiliated with the University of Kerala and implements the curriculum established by the university's BoS. The Institute has developed a structured and documented process for implementing the curriculum. Before the start of the

semester, CBCSS, with the involvement of other faculty members, will create an academic calendar that matches the calendar created by the affiliating university. This academic calendar includes dates for internal exams, seminars, workshops, expert lectures, add-ons and certification programs, and other undergraduate and course-related activities. A study plan including timetable, semester calendar, and syllabus will be provided to all students. Each faculty member creates a semester lesson plan based on the academic calendar created by the university. Each tutor meets students after the semester examination, reviews the semester they have completed, and discusses with them the next semester. They take suggestions, develop a course plan and distribute it to students. The faculty will revise the course COs and create /update the lecture materials. The syllabus is enhanced by adding content beyond the syllabus to ensure the achievement of Cos. Before the semester examination teachers also prepare question bank of the related course and prepare the students for the university examination.

File Description	Documents
Upload relevant supporting document	No File Uploaded
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**

A. All of the above

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

32

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

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

57

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

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

2407

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

**1.3 - Curriculum Enrichment****1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human**



## Values, Environment and Sustainability into the Curriculum

The institution follows the curriculum prescribed by the affiliated Kerala University, which clearly integrates various socially relevant cross-cutting issues like ethics, human values, environment, etc. In order to configure these issues, the college has imbibed different types of additional certificate courses and diploma courses to enhance competencies like social values, human values, environment sensitivity, etc., thereby leading to the holistic development of students. College is always keen to conduct various central government projects and awareness programmes in a meticulous manner and promotes clubs activities for the overall development of students. NSS and NCC work hard to disseminate the importance of gender equality, humanitarian considerations, the need for environmental awareness, etc. that leads to a strong value-based holistic development of students. Moral Values, Gender values, Human Values & Professional Ethics An Induction programme related to values and ethics is an integral part of the curriculum of the first-year PG and UG students. College celebrates days of National and International importance, which will surely nurture the moral, ethical, and social values in the students. Environment and Sustainability A course related to environment and sustainable development is included in the University curriculum followed by the college and in all UG and PG programmes.

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

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

32

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

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

1788

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	No File Uploaded

### 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**

A. All of the above

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

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

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

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	Nil

**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**

1458

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

**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**

602

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

**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

Orientation sessions are conducted for students of all the programmes immediately after admission. The tutorial system and internal assessments help the teachers to identify the advanced

learners and slow learners. The progress of students is closely monitored through the Internal Assessment conducted through tests, assignments and seminars and the teachers track the progress of each of their students across all semesters. Parents are also informed about the academic track of the students through PTA meetings and the college ERPS. The faculty member has the freedom to introduce experiential modes of learning. Case studies are provided to the students and theories are made familiar by taking quotidian examples. Feedbacks are also collected from the students and they help the teachers to improve and hone their skills in teaching, if required. Experts from different fields are invited to deliver lectures and these webinars really augment the confidence and widen the horizon of students. Webinars on job opportunities are also conducted to make the students more career oriented. Field trips and industrial visits also help the students to gather firsthand information.

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

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

Number of Students	Number of Teachers
3774	162

File Description	Documents
Any additional information	<a href="#">View File</a>

### 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

Student centric methods such as interactive sessions, projects, field works and experiments are used for enhancing the understanding and learning experiences of the students. Assignment and seminar topics are given and students are encouraged to make use of the resources at the college library for completing these works effectively. In addition to the chalk and talk method, the institution adopts modern pedagogy to

enhance teaching-learning process. Audio visual presentations, brainstorming sessions, debates, elocutions, group discussions, peer teaching, poster presentations, problem based learning, project based learning, role plays, screening of videos, short films and documentaries are adopted by various departments of the college to meliorate the learning experience of students. The projects which the students have to submit as part of their UG/PG syllabi stimulate the interest of the students on the subject and provide them with opportunities of freedom of thought and free exchange of different views. Experimental/Laboratory method is used in the case of science subjects to acquaint the students with the facts through direct experience and through this method they get an opportunity to verify the facts and laws of the subject. Learning and sharing of notes and study materials

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

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

Students as well as teachers are provided with guidance and motivation to equip themselves for online teaching-learning process, in the face of continuing disruption of campus life on account of the COVID19 pandemic. Teachers make use of ICT enabled tools such as power point presentations, recorded audio and video classes, and virtual interactive platforms like Google Meet, Zoom that serve the purpose of mobile smart classrooms to effectively reach out to students and help them in positively engaging and comprehending the topics that they have to study. Online platforms such as Google Classroom and YouTube Channels, and even social media apps like WhatsApp and facebook are used as effective means to communicate, disseminate study materials and syllabus, make announcements, conduct tests, upload assignments, make presentations, address queries, and share information. Teachers also encourage students to navigate through online information resources such as INFLIBNET, UGC e-Padashala and find out additional learning materials related to their syllabus.

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

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

#### 2.3.3.1 - Number of mentors

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	No File Uploaded

### 2.4 - Teacher Profile and Quality

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

162

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

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

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

90

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

#### 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	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

#### 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.

The efficient and smooth conduct of examinations and declaration of the results can be ensured only with the cooperation of all the stake holders including teaching, non-teaching and administrative staff. They are expected to be aware of the various procedures and time schedules which they should adhere to. The college has a well-structured, transparent and robust mechanism for Continuous Internal Evaluation of students. The schedule of internal examinations is conveyed through the Academic calendar. The process of internal assessment mechanism includes formative and summative modes. Formative assessment is done according to a graded metric based on: Attendance Two Unit Tests per Semester Assignments and projects

The following are considered: Field visit, report writing Seminars presentation, participation Class interaction Participation in college activities Good conduct and demonstrative ethics and values The college insists on a minimum

75% attendance of students per semester. Personal feedback is given to students. Weak students are counseled and corrective measures are suggested. Difficulty sessions, often including peer learning and peer evaluation are taken by the teachers. The teacher plays the role of an observer. Transformation of classrooms into student-centric learning spaces has increased possibilities for successful curriculum transactions.

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

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

The institute has devised an efficient mechanism to deal with examination related grievances which transparent in the pattern and rectification of grievances is time bound. The college follows strictly the guidelines and rules issued by the affiliating university while conducting internals and semester-end examinations. At Institute level, an examination committee, comprising of a senior teacher as convener and other teaching and non-teaching staff as members, is constituted to handle the issues regarding evaluation process. The teacher distributes evaluated answer scripts to students, and any clarifications or grievances are addressed by the teacher. The internal marks are published in ERPS software, Campus Genie. Students and Parents can access it. If any discrepancy like mistakes in question paper, mark allocation, correction is noticed by the students, the concerned teacher will resolve the discrepancy, and the necessary corrections will be made. If a student is not satisfied with the marks awarded even after resolved by the teacher, then he may represent the same to the HOD concerned. All such representations are taken positively and are reassessed by another teacher if necessary.

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

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated



and displayed on website and communicated to teachers and students.

The college has stated graduate attributes and learning objectives. To attain these attributes Programme outcomes (POs), Programme specific outcomes (PSOs) for all academic programmes are stated by the Institute as per guidelines of NAAC. The POs are aligned to the learning objectives. The attributes are included in the Pos are Knowledge outcomes, Skill outcomes and Values outcomes of POs and PSOs are designed to ensure complete and comprehensive learning about the program and courses as these are critical for the successful career of the student. The course outcomes identify the minimum achievement required for success in the course. They are based on the principles of Blooms taxonomy including Knowledge, Comprehension Application, Analysis, Synthesis and Evaluation.

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

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

Program and Course outcomes have been designed for students and other stakeholders. They aim at making the students ready and equipped with knowledge and skill sets required for future. Evaluation of outcomes serves the institution as an effective tool for introspection and improvement. Outcomes have been uploaded on the College website. The students are made aware of these during the Orientation Programs for the new students as well as at the beginning of every semester. Students are guided with required mentoring so they achieve the desired outcomes. Evaluation of the stated outcomes is carried out using multiple assessment methodologies. It is carried out regularly during routine teaching, and periodically through internal assessment and finally through evaluating the University results. The program outcome attainment is assessed in order to track the graduates' performance. The tool used for continuous improvement in the graduates' abilities through appropriate learning & teaching strategies. In order to assess students' performance with respect to abilities (at the end of course teaching/by the end of program) the course outcome attainment and program outcome attainment is

measured.

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

### 2.6.3 - Pass percentage of Students during the year

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

777

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	Nil

### 2.7 - Student Satisfaction Survey

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

[Nil](#)

## 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)

18.2

File Description	Documents
Any additional information	<a href="#">View File</a>
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

### 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

49

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

### 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

3

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Supporting document from Funding Agency	<a href="#">View File</a>
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

In order to augment an interest towards research, a Multidisciplinary Annual Seminar series entitled, Agora, was

conceived. In order to render an open access of digital resources, the college library offers an exclusive online segment entitled, D Space. It is interesting to point out that our students gained entry to the Summer Scholarship Programme, offered by DSTSCTIMST and the Summer Research Fellowship Programme, offered by Indian National Science Academy. Understanding the relevance and growth of innovation in skill development and digital empowerment sectors, the college in collaboration with Public Relations Council of India (PRCI), initiated a new chapter of Young Communicators Club (YCC); One of the innovative services offered by our college is Plant Identification and Botanical Information Service (BIS), which renders free of cost in the identification of angiosperm plant specimens. The spirits of innovation are also evident in the entrepreneurial skill development programmes initiated by the college. Similarly, Swayam NPTEL, recognises the college with the tag, "Best New LC," based on the performance of our students who participated in the online certificate courses. Another recognition was portrayed in the Knowledge Review Magazine, which remarked on our college as "one of the ten best Institutions of Biological Sciences", during the year 2019. Dr.VL Pushpa, published a work on the theoretical insights on "Anti-SARS-CoV2 Activity of Chloroquine and its Analogs and In Silico Screening of Main Protease Inhibitors." To add to the glory, our college won an "A Band", in ARIIA rankings, 2020

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://snckollam.ac.in/innovation-ecosystem/">https://snckollam.ac.in/innovation-ecosystem/</a>

### 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

16

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 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

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	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

46

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

#### 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

34

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 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

College conducted various extension activities including Faculty development programmes, Workshops in the manufacture and use of LED lights, Tree plantation and afforestation campaigns, Initiatives in cleaning Kollam beach, Street plays Soil and water analysis. Part of Ashtamudi Renovation programme with Kollam corporation. Environment awareness programmes and commemoration of various days Free consultancy and plant identification under Botanical Information Service (BIS). Helped students of Mayyanad Girl Children's Home, Undertook Malayalam to English translation work of campaign booklets of Suchithwa Mission and Swatch Bharath Mission. The students offered aid to Covid-19 patients Students were integral part of the Student Police Volunteer Cops (SPVC). Presented literary narratives to Government U. P. school, Pattathanam. Taught basics of Hindi, including grammar to students hailing from the Tsunami flats located in the adjoining areas of Kollam. Commemorated the Kargil war, Hiroshima day Poster making competitions on global peace, Indian Independence and Indo- Pak relations. Faculties participated in regional youth camps instituted by Y's Men International Community Service. Conducted counselling sessions to cater to the psycho social issues of the students

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

**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**

1

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

**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**

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

**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**

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

### 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

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

#### 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

18

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



## 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.

Sree Narayana College, Kollam spreads over 15 acres in a beautiful and serene atmosphere ideally suited for higher education. Infrastructure plays an important role in education sector. Classroom design, auditoriums, laboratories, campus area etc. are crucial elements of a learning environment. Installation and enhancement of infrastructural facilities for improving the teaching-learning process, and extending maximum possible educational amenities to its growing strength of learners is one the primary objectives of the institution. Infrastructural changes are effected according to the needs of the concerned components of the college. The general infrastructural policy includes: Regular maintenance and up gradation of facilities Raising the number of smart class rooms Creation of new space for laboratories procuring new equipment for laboratories. installing more computers .utilizing the grant received from government, funding agencies and the management for improving infrastructure facilities.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://snckollam.ac.in/infrastructure-facilities/">https://snckollam.ac.in/infrastructure-facilities/</a>

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

Sree Narayana College, Kollam provides adequate facilities and support for various cultural activities, sports, games, physical fitness and yoga. The department of Physical education serves as a bridge between academic career and physical development of the students. The department sets pathways for students to practice, participate and compete among one another as well as to assess the limits to which students can perform. This help the students to bench mark themselves the level to which their health and Fitness can be understood. Thus the department of Physical Education facilitate students to indulge in health and Fitness activities as well as yoga there by to

develop sound body in a sound mind. The department helps in improving the all round development of students. The activities of the department is supported by the sports club and health education club. Th sports club organises periodic matches and events to enable students to participate and compete in diferent sports and games. Health education club provide the students the opportunity to learn, practice and share the attributes of a healthy life style through regular educational sessions. The various cultural activities are coordinated by the prforming arts club, media club, literay club and debate club.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://snckollam.ac.in/multi-gym/">https://snckollam.ac.in/multi-gym/</a>

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

52

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

#### 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)

153.8

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	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

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

The College General Library is functioning under the guidance of the Library Advisory Committee. The committee consists of the Principal as Chairman, the Librarian as Secretary, all HODs, selected faculty members, and student representatives as members. The library consists of four sections: Reference Section, General Section and Department Section and e- resource centre. The library advisory committee meets periodically to review the library operations, to discuss requests and suggestions from the faculty, staff, scholars and students and to decide on purchases, installations and modifications. The central Library is fully automated with cloud computing system. The details are :

Name of ILMS software : Koha Version : 21.05.08.000 Year of Automation : 2015 The cloud computing facility offers provision for book search, advanced booking of library books and one time online renewal of borrowed books.

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

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

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

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

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

3.14

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)	No File Uploaded

#### 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

375

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

#### 4.3 - IT Infrastructure

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

The institution offers IT infrastructure through four computer labs equipped with 128 computers and an e-resource centre. There are two dedicated servers for smooth functioning of e-resource centre and library. The central library is fully automated with ILMs software : Koha Version : 21.05.08.000. Open access

facility is provided through cloud computing system. e books and journals are provided mainly through INFLIBNET. There is one recording studio for developing econtent. Online classes and study materials are provided mainly through Moodle and mangle platform of the college educational resource planning software (ERPS). ERPS software also provides provision for academic and administrative monitoring .

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

#### 4.3.2 - Number of Computers

252

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

#### 4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

#### 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	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)	No File Uploaded

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.

The Planning Board and the Building Committee under the guidance of IQAC, in consultation with the management plan and utilize the budget optimally for various developmental activities such as extension, renovation and maintenance. Engaging temporary faculty and purchase of books, sports material, laboratory equipment, chemicals and computers are the main expenditure with budgetary allocations. The expenses for the development of various co-curricular activities are also included in the budget. The sources of resource are government, PTA and the management. All Heads of the departments maintain a stock register for the available equipment and furniture and the Principal insists upon the inter departmental verification of stock at the end of every year. The missing or damaged items are noted. The Government of Kerala allocates and sanctions funds based on assessment of the proposals, student strength, and the nature of the academic programmes offered by the institution. The UGC is also an important source of funds. The maintenance and repairs in civil, electrical, plumbing and similar areas are carried out by the PTA and the management. The Building Committee and Planning Board take transparent action for processing and maintaining various facilities repaired.

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

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Number of students benefited by scholarships and free ships provided by the

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

2508

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

**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**

2508

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded

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

A. All of the above

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

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

2407

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

2407

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

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

A. All of the above



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

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

111

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

### 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

253

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

### 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**

45

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

**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.**

96

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)	No File Uploaded

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 has an elected college union which comprises 8 student office bearers headed by Chairman (male) and Vicechairman(female) and elected class representatives. The union

organised various programmes like College day, Sports day, Yoga day, environment day and fine arts day. Observed all national days like Independence day, Gandhi Janyanthi, Republic day etc The activities of department associations conducted with help and coordination of 17 student association secretaries. Every department has independent clubs which promotes cocurricular activities and skill development prograames like Entrepreneurship Development, biodiversity mangement etc. The college has various bodies like Antiragging cell, women empowerment cell, pain and palliative care, carrier guidance, counselling, Blood donation, Nature club including NCC NSS. The student representatives actively participated in these bodies and ensure the effective functioning of curricular and cocurricular programmes. The college union coridantes the participation of students in the cultural and literary events orgniized by interuniversity, regional, national levels. As part of Green Campus Clean campus campaign, the college adopted green protocol. In continuation of this programme, student participated in the e-waste collection project of Kollam Corporation.

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

50

File Description	Documents
Report of the event	No File Uploaded
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)	No File Uploaded

**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 Association of SN College, Kollam (Reg.No. Q287/2002) actively initiates several programmes of student support and progress. The Alumni Association keeps a good liaison with the Principal, HODs, and PTA representatives. The Association sponsors scholarships and cash awards, contribute to the infrastructure development, organizes seminars, encourages extra curricular activities and provides career guidance and personal counseling to the students. It has several oversea chapters in countries like the US, Malaysia and the UAE. Alumni has an office in the college campus and publishes a News letter Souhridam. The alumni association conducts an annual meet of all its members in the college and distributes cash awards to the University rank holders and class toppers.

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

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

D. 1 Lakhs - 3Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

**GOVERNANCE, LEADERSHIP AND MANAGEMENT****6.1 - Institutional Vision and Leadership**

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

The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution. Vision Sree Narayana College, Kollam, established in the year 1948 is a pioneering centre of excellence in the field of higher education. The libertarian, universal and philosophic preaching's of Sree Narayana Guru has acted as a guiding spirit in shaping and redefining the visionary stance of the college.

The past glorious times stands testimony to this universal vision of the college, for it had stood with the underprivileged and the marginalized sections of the society in the act of ushering in enlightenment. The vision of the college is nowhere better exemplified than in its motto: "enlightenment through education".

Mission To institutionalize Guru's philosophy: One Caste, One Religion, One God for Man To instill the spirit of nationalism and patriotism in young minds To create socially, culturally, intellectually and economically productive and environmentally conscious citizens To achieve excellence in higher education and progressively respond to changing social realities To bring out generations of youth empowered with high competence to address all global requirements

File Description	Documents
Paste link for additional information	<a href="https://snckollam.ac.in/vision-mission/">https://snckollam.ac.in/vision-mission/</a>
Upload any additional information	No File Uploaded

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

Affiliated to the University of Kerala, the college is managed by the corporate management of Sree Narayana Trusts, Kollam. The college is governed by an apex Management Committee. The governing power is devolved through various bodies such as College Council which consists of Principal, three elected teaching staff representatives and all Department Heads. The College Council meets twice in a month and discusses various aspects of academic and administrative matters. In addition, the College has a vibrant Parent Teachers Association (PTA) which comprises of an Executive committee consisting of Principal as President and three elected Members from the teaching faculty. The Vice President of PTA is elected from the parents of the students. The main aim of the PTA is to promote the welfare of the students including financial assistance through providing Merit Scholarships and sponsoring economically weak students. Besides, the academic and campus monitoring committees are constituted with the participation of Students and faculty members: Discipline Committee, Library Advisory Council, Students Welfare Committee, Parliamentary Literacy Club etc. Educational Resource Planning Software integrates all the modules and

functionalities of college on a single platform that can be handled by the administrative head and access by the students, parents and staff.

File Description	Documents
Paste link for additional information	<a href="https://snckollam.ac.in/committees-2/">https://snckollam.ac.in/committees-2/</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

**Curriculum Development** This college is affiliated with the University of Kerala and functions according to the academic parameters such as syllabi and examination rules and regulations set by that University. To enhance the skill-based employability of students, certificate programs and Value added courses were conducted. Teaching and Learning ICT-enabled classes and methods like Peer group teaching, Remedial classes, internship, industrial visits, field trips, group discussions, seminars, etc are adopted. Examination and Evaluation Examinations are conducted as per university notifications. Result analysis is done by IQAC. Through ERPS, the academic progress of the students is timely informed to students and parents. Any grievances from students are addressed by DLMC and CLMC. Research and Development The research committee encourages faculty members to undertake research activities. Faculty members are motivated to complete the ongoing research projects leading to their PhD . The college publishes an interdisciplinary multilingual research journal "Holistic Thought" which is approved by the University of Kerala

Eighteen PhD. Degrees have been produced by research centers in the college. Library KOHA Open source library software makes lending transactions easy. Human Resource Management Sufficient teaching and nonteaching staff were appointed in due course.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	<a href="https://snckollam.ac.in/research-facilities/">https://snckollam.ac.in/research-facilities/</a>
Upload any additional information	<a href="#">View File</a>

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 functioning of the institutional bodies is effective and efficient as visible from policies, administrative set up, appointment and service rules, procedures etc. A well-established administrative structure ensure the effective functioning of the college. The Regional Development Committee (RDC) of the Management is the apex body of the institution with the Manager as the Head. The College council comprises the Principal, Heads of the Departments, IQAC co-ordinator Librarian, office Superintendent and three elected faculty members.

File Description	Documents
Paste link for additional information	<a href="https://snckollam.ac.in/policy-documents/">https://snckollam.ac.in/policy-documents/</a>
Link to Organogram of the institution webpage	<a href="https://snckollam.ac.in/organogram/">https://snckollam.ac.in/organogram/</a>
Upload any additional information	<a href="#">View File</a>

**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	<a href="#">View File</a>
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

The institution has a tradition of offering support to its major stake holders and ensures that workshops and training programmes are conducted periodically to equip the teaching and non-teaching staff professionally. Encouragement is provided for their academic advancement and care is taken to ensure their wellness and enable them to optimize their true potential. Both teaching and non-teaching staff are provided with medical reimbursement, group insurance scheme, state life insurance, financial aid from staff association and personal accident insurance. Loan facility from Cooperative Society, Maternity leave, Festival allowance, Provident fund etc. Those staff members whose salary not yet sanctioned were given financial support.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**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**

50



File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

**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**

19

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	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

**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**

139

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

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

The institution managed by Sree Narayana Trusts, Kollam strictly follows the UGC Regulations on Minimum Qualifications for Appointment of Teachers and other Academic Staff in Colleges . To evaluate the performance of staff members, annual self appraisal form is collected from all teaching and non teaching staff at the end of the academic year . This helps to evaluate the performance of a staff as per the UGC regulations as well as to identify the contribution of the employee to the organization. It also helps to identify potential aspects for improvement. Besides this the IQAC of the organisation conducts annual internal and external academci and administrative audits. Corrective measures are taken as per the recommendations in audit committee report.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

#### 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 institution follows government guidelines for the collection and disbursement of funds and strict financial discipline is ensured through regular internal and external audits. The college also maintains separate accounts for financial aids received from

different sources. Internal Audit Internal audit of finance is conducted every year at the college office. The internal auditing of accounts is carried out jointly by the Principal, Head accountant and staff members of the college. Statutory Audit Statutory Audit is conducted every year at the close of the financial year. This is done by an auditor appointed by the Manager. Government Audit Government Audit is conducted with regard to the Government aided funds received in the college. Two types of government audits are done- one by the office of the Dy. DCE and the other by the office of the Accountant General.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

#### 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)

171.26 L

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

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

The institution has a mechanism to ensure adequate budgetary provisions for academic and administrative activities and to monitor the effective and efficient use of financial resources. The College has a well-defined organization set up, headed by the Principal. Before the financial year begins, the Principal and Heads of Departments prepare the college budget which is scrutinized and approved by the College Council and Management. Designated faculties are authorized to prepare and implement purchase plans in consultation with the stakeholders. Accounts

are maintained by the Head Accountant and the Principal is accountable for all the financial transactions. Government Funds The institution has received Central Government funds such as DST/FIST, and RUSA. Now DBT Star College funds have been sanctioned and received. State Government funds including e grants for weaker sections of the society are also received. Public fund for NCC, NSS and various club activities are also received. Non-Government Funds The institutional leadership and various stakeholders take initiatives to mobilize various resources as and when required for the effective functioning of the College. The major sources of mobilization include the SN Trusts Management, PTA, and Alumnae Association. Funds are raised by departments/Associations for conducting various activities of the Departments, Clubs and Cells.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 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

To improve academic environs of the institution, the stakeholders were split into three tiers namely the fresher's from the undergraduate and post graduate programmes, their parents and faculty members, who were oriented towards induction programmes, orientation programmes specific to parentage and faculty development programmes, respectively Annual Multidisciplinary seminar series AGORA-2021 and International/ National and state level seminars/ webinars/workshops and awareness programmes were conducted, a total number of 180 programs were organized. Participated in NIRF, AISHE and ARIIA Ranking 2021 and the college was awarded with II Rank in ARIIA ranking 2021. Educational resource planning software (ERPS) which offers a wide range of academic service to the students, parents faculty and administrators was extended to post graduate programmes and certificate courses. Academic audit, administrative audit, gender audit, green audit, energy and environment audits were conducted and corrective measures were taken.

File Description	Documents
Paste link for additional information	<a href="https://snckollam.ac.in/igac-downloads/">https://snckollam.ac.in/igac-downloads/</a>
Upload any additional information	<a href="#">View File</a>

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

The 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 Academic audit, administrative audit, gender audit, green audit, and energy and environment audits were conducted and corrective measures were taken. Three FDP programmes were organized successfully. Organized a one-week induction programme for First Year UG students. The practice of maintaining a diary is adopted by all departments. Feedback is collected regularly from students, teachers, alumni and employers and it is analyzed and steps are taken to improve the quality. Remedial coaching is provided to the weak and needy students by all the departments and it has helped to improve the university results. Career guidance programmes are organized and campus selection is also held regularly. After the publication of the results of semester wise university examinations, a detailed result analysis is conducted.

File Description	Documents
Paste link for additional information	<a href="https://snckollam.ac.in/quality-audits-on-environment-and-energy/">https://snckollam.ac.in/quality-audits-on-environment-and-energy/</a>
Upload any additional information	<a href="#">View File</a>

**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,**

**A. All of the above**

<b>NBA)</b>	
File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://snckollam.ac.in/agar/">https://snckollam.ac.in/agar/</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>
<b>INSTITUTIONAL VALUES AND BEST PRACTICES</b>	
<b>7.1 - Institutional Values and Social Responsibilities</b>	
7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year	
<p>Educational institutions are central to bridge the gap of misconceptions and lack of information on gender, sex, and sexuality in the society and nurturing a gender sensitive educational environment goes a long way to help create an inclusive society. Women study unit in the institution, works for the noble cause of women empowerment. It functions with the purpose of enhancing the physical, mental, and social wellbeing of students. In the Academic Year, 2020- 2021 different online activities were conducted in the context of covid-19. All the activities of women study unit were planned with an aim of bringing up non-academic activities into the forefront and make it a part of students' day today activities. All the women students are part of women study unit. The main objectives of Women's study unit is to promote inclusion of Gender/Sexual Diversity among students , to improve communication between students by promoting better understanding of the differences and similarities among the sexes, to work towards encouraging a culture of Empowerment and Equality and to aid in making a sustainable and equitable society for people with different gender, sex and sexuality choices by empowering students with the right information.</p>	

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	Nil

<b>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>	A. 4 or All of the above
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File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	No File Uploaded

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

The institution takes special care in managing solid, liquid, biomedical, hazardous chemicals and radioactive wastes. Garbage in the college is mostly decomposable food waste and it also includes paper and dry leaves. The aerobic combustion unit is used to dispose biodegradable wastes. Inoculants are added to the waste materials and it is converted into organic compost. Awareness about waste pollution and difficulties in disposal are spread among students through talks on environment conservation and they are encouraged to create least waste and properly dispose it. The laboratory waste is detoxified and diluted and the waste water is let out to the sump set up for the purpose. Wash rooms wastes are directed to a septic tank while effluents from laboratories are directed into separate underground tanks and prevented from escaping into the environment. Sanitary napkins are disposed of by an incinerator in the Girls' Common Room, and no other biomedical waste is generated. Non degradable, recyclable waste is stored separately and disposed through vendors. The usable parts of unused computers are reused and those parts which



are not needed in the campus are disposed through voluntary organizations who are engaged in cyber-philanthropy.

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

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

A. Any 4 or all of the above

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

**7.1.5 - Green campus initiatives include**

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

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

A. Any 4 or All of the above

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

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



<b>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</b>	<b>A. Any 4 or all of the above</b>
<b>File Description</b>	<b>Documents</b>
Reports on environment and energy audits submitted by the auditing agency	<b>No File Uploaded</b>
Certification by the auditing agency	<b>No File Uploaded</b>
Certificates of the awards received	<b>No File Uploaded</b>
Any other relevant information	<b>No File Uploaded</b>
<b>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>	<b>A. Any 4 or all of the above</b>
<b>File Description</b>	<b>Documents</b>
Geo tagged photographs / videos of the facilities	<b>No File Uploaded</b>
Policy documents and information brochures on the support to be provided	<b>No File Uploaded</b>
Details of the Software procured for providing the assistance	<b>No File Uploaded</b>
Any other relevant information	<b>No File Uploaded</b>
<b>7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e.,</b>	

tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The College provides affordable and quality education to all strata of the society in line with its Vision, Mission and Objectives. Presence of staff as well as students from all over India and even abroad makes the environment inclusive and tolerant towards cultural, regional, linguistic, communal, socio economic and other diversities. On the socio-economic front, the College, through institutional scholarships, provides monetary assistance and ensures that economically backward students are not deprived of education due to financial constraints. Differences arising out of diversity were addressed through different programmes orginsed in the college. An interactive webinar on Unity Day was conducted addressing contemporary issues related to unity. Resource persons from diverse strata have addressed these webinars, emphasizing the institutional efforts at inclusion. All the major festivals like Holi,Christmas,Onam,etc are celebrated in the college and it fosters an inclusive and tolerant environment. Food fest are conducted regularly in the college and that has helped students to realise the nutritional value of local and regional food and it has also helped them to appreciate diversities.

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

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

Programmes like Ek Bharat Shreshtha Bharat' helps to disseminate the knowledge of the culture, traditions and practices of different states & UTs will lead to an enhanced understanding and bonding between the states, thereby strengthening the unity and integrity of India. It creates an environment which promotes learning between states by sharing best practises and experiences. According to this programme in higher education institutions, each state has a paired state to study and coordinate diversity of each other.Himachal Pradesh is the paired state of Kerala.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

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

A. All of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
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

Various National and international commemorative days are observed and celebrated. Speeches by staff and Principal on National festivals- Independence and Republic Day and reading of the preamble to the Constitution recapitulate and enhance National pride. There are also many cultural events including dance, skits and songs which reflect our national pride and pave way for introspection and realization of our obligation towards the nation. Other commemorative days such as Republic Day, Independence Day, National Constitution day or Samvidhan Divas,

Human rights day, Environment day, Wetland day, Hiroshima Day, NSS Day, Gandhi Jayanthi, UN day, National Unity day, Kerala Piravi, Women's day, Teacher's day, Onam, Christmas, Holy etc are celebrated in the college.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
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.

### BEST PRACTICE - 1

Title of the practice

"Share-and-Care"

- Objectives of the practice
- To provide mid-day meal to a minimum of 50 most needy students per day
- To give financial assistance to socially and economically backward students and staff to meet medical exigencies
- To facilitate possible welfare measures for deserving meritorious students who live on the edge of life
- To extend emotional support and achievement motivation to the students who hail from the lower strata of society.

### BEST PRACTICE -2

Title of the practice

"EDAM: Student Palliative Care Initiative"

- Objectives of the practice

- To impart moral and psychological support to terminally ill patients.
- To extend food and provision support.
- To serve as a bridge between the institution and the society.
- To utilize collaborative effort to mitigate social issues.

File Description	Documents
Best practices in the Institutional website	Nil
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

#### Research Oriented Teaching- Learning

Sree Narayana College, Kollam emphasises the importance of research in teaching-learning process that encourages students to think critically, explore new ideas and imbibe the skills of problem solving. The institution gives priority to research-oriented teaching learning process to cater to the recent developments in the domains of knowledge. More over the college offers a vast arena for an aspiring student to pursue higher studies not only up to the postgraduate level but also help the student in acquiring a doctoral degree. The college has fourteen postgraduate departments out of which nine are research departments affiliated to the University of Kerala. The strength of the research activities of the college lies in the 9 research centres having 53 approved research guides specialised in multiple areas of their subjects concerned. Altogether there are 112 research scholars working under their guidance both full-time and part-time in research leading to PhD. The laboratories of the college are equipped with specialized equipment and instruments for scientific research and experimentation. The college receives financial support for research activities from various funding agencies including DBT star, DBT Skill Vigyam State Partnership, DST FIST, Unnat Bharat Abhiyan, SARD and KSCSTE.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

### 7.3.2 - Plan of action for the next academic year

To prepare the academic calendar and plan of action for the period 2022-23. To prepare the annual budget for various developmental activities of the college. To complete the Sree Narayana Sculpture museum and garden as a part of the diamond jubilee celebration of the institution. To continue the ongoing skill based Certificate, Diploma Courses, bridge and value added courses To conduct one week induction programme for First Year UG and PG students. To continue 'AGORA', a multi disciplinary seminar/webinar, To provide coaching for students to attend various competitive examinations like, UPSC, PSC, UGC-JRF, NET, JAM etc., To increase the number of digital devices in the e-resource center of central library. To encourage more number of faculty members to join online refresher courses/ FDP programmes and short term courses through SWAYAM portal.