

Annual Quality Assurance Report (AQAR)



**SREE NARAYANA COLLEGE
KOLLAM**

Kerala, South India 691001

Affiliated to University of Kerala

For the Period of 2010-11

Submitted to



NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

**The Annual Quality Assurance Report (AQAR) of the IQAC
AQAR for the year 2010-11**

Part – A

1. Details of the Institution

1.1 Name of the Institution

SREE NARAYANA COLLEGE

1.2 Address Line 1

SREE NARAYANA COLLEGE

Address Line 2

KOLLAM

City/Town

KOLLAM

State

KERALA

Pin Code

691001

Institution e-mail address

snckollam@gmail.com

Contact Nos.

0474-2741793

Name of the Head of the Institution:

Dr. K.B. MANOJ

Tel. No. with STD Code:

0474 2741793

Mobile:

9447106774

Name of the IQAC Co-ordinator:

M. SAJESH BABU

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOGN 18879)

OR

1.4 NAAC Executive Committee No. & Date:
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B+	-	2002	2007
2	2 nd Cycle	-	-	-	-
3	3 rd Cycle	-	-	-	-
4	4 th Cycle	-	-	-	-

1.7 Date of Establishment of IQAC : DD/MM/YYYY

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR 2009-10 on 23-05-2015
- ii. AQAR _____ (DD/MM/YYYY)
- iii. AQAR _____ (DD/MM/YYYY)
- iv. AQAR _____ (DD/MM/YYYY)

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.11 Name of the Affiliating University (*for the Colleges*)

UNIVERSITY OF KERALA

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR, etc.

Autonomy by State/Central Govt. / University

University with Potential for Excellence UGC-CPE

DST Star Scheme	<input type="text" value="No"/>	UGC-CE	<input type="text" value="No"/>
UGC-Special Assistance Programme	<input type="text" value="No"/>	DST-FIST	<input type="text" value="Yes"/>
UGC-Innovative PG programmes	<input type="text"/>	Any other (<i>Specify</i>)	<input type="text"/>
UGC-COP Programmes	<input type="text" value="No"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="22"/>								
2.2 No. of Administrative/Technical staff	<input type="text" value="2"/>								
2.3 No. of students	<input type="text" value="0"/>								
2.4 No. of Management representatives	<input type="text" value="0"/>								
2.5 No. of Alumni	<input type="text" value="0"/>								
2.6 No. of any other stakeholder and community representatives	<input type="text" value="0"/>								
2.7 No. of Employers/ Industrialists	<input type="text" value="0"/>								
2.8 No. of other External Experts	<input type="text" value="0"/>								
2.9 Total No. of members	<input type="text" value="24"/>								
2.10 No. of IQAC meetings held	<input type="text" value="4"/>								
2.11 No. of meetings with various stakeholders:	<table border="0"> <tr> <td><input type="text" value="0"/></td> <td><input type="text" value="4"/></td> <td>Faculty</td> <td><input type="text" value="4"/></td> </tr> <tr> <td><input type="text" value="2"/></td> <td><input type="text" value="0"/></td> <td>Others</td> <td><input type="text" value="0"/></td> </tr> </table>	<input type="text" value="0"/>	<input type="text" value="4"/>	Faculty	<input type="text" value="4"/>	<input type="text" value="2"/>	<input type="text" value="0"/>	Others	<input type="text" value="0"/>
<input type="text" value="0"/>	<input type="text" value="4"/>	Faculty	<input type="text" value="4"/>						
<input type="text" value="2"/>	<input type="text" value="0"/>	Others	<input type="text" value="0"/>						
Non-Teaching Staff	<input type="text" value="2"/>								
Students	<input type="text" value="0"/>								
Alumni	<input type="text" value="0"/>								
Others	<input type="text" value="0"/>								
2.12 Has IQAC received any funding from UGC during the year?	Yes <input type="text"/> No <input checked="" type="text" value="√"/>								
If yes, mention the amount	<input type="text" value="----"/>								

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- Overall quality improvement of the college.
- Streamlining of continuous evaluation through internal examinations.
- Promotion and facilitation of good teaching-learning practices.
- Modernization of class room facilities.
- Encouragement for quality research in college.
- Effective implementation of C.B.C.S.S.
- Commencement of U.G.C.- Add-on Course.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
Restructuring the Academic Setting of the College.	The new academic system, the Choice Based Credit and Semester System (C.B.C.S.S.) is successfully launched accompanied by the formation of College Level Monitoring Committee (C.L.M.C.) and Department Level Monitoring Committee (D.L.M.C.). The timely actions of C.L.M.C. and D.L.M.C. ensured the effectiveness of C.B.C.S.S.
Workshop on new evaluation methods in C.B.C.S.S.	A workshop on 'Implementation of C.B.C.S.S. was organized for faculty members. It enhanced more clarity to the new evaluative method.
Appointments of new teachers in the existing or newly arising vacancies.	Permanent appointments in two existing vacancies strengthened the academic system.
Add on Course on Animation.	Certificate course on Animation was started utilizing U.G.C. fund for Add-on Course.
Training in Spoken Communications.	A language lab with 10 computers and a teachers console was set for training in spoken communications.
Ensuring quality in research.	Research Monitoring Committee co-ordinates research and consultancy activities to ensure quality of our research activities and to foster community oriented research. Eight Research departments are Research centers of University of Kerala in which 67 research scholars' work under 70 research guides of the college. Seven teachers applied for externally funded projects. Seven major and 15 minor

	projects are ongoing. Five major projects and four minor projects are sanctioned.
Motivating teachers to present and publish their research works.	Number of paper presentations in seminars and conferences was 13 in international, 22 in national and eight in regional seminars/conferences.
Regular Class P.T.A meetings.	Regular Class P.T.A. meetings played a crucial role in strengthening parent-teacher-student relationship. The effective communication among them and discussions on the analysis of results improved academic status.
Effective Tutorial System & Feedback Mechanism.	In the tutorial meetings, students registered their opinion about the curriculum, highlighting the merits and defects they found in it. In the class P.T.A. meetings, we collected the opinions of parents also, in this regard. These findings and suggestions were analyzed and the relevant ones were communicated to University bodies.
Encouraging teachers to acquire higher academic degrees	Eight faculty members utilized sabbatical leave provision under the Faculty Development Programme of U.G.C. for completing Ph.D. work.
Designing of various extension activities through N.S.S, N.C.C, Clubs, Committees, etc.	58 co-curricular, extracurricular and extension programmes were organised in the college and 1128 students benefited from them.
Propagating proper guidelines for tapping out funds to organize seminars and workshops	Three national seminars, 13 regional seminars and two training programmes were organized by the institution.
Plan and organize extracurricular programmes to attract the interest of students in socio-cultural extension activities, so as to broaden their outlook and to extend their care and concentration to the external realities of life – situations.	All students were activists of one or the other of the 20 students' clubs functioning in the college. The successful completion of their collective tasks instil a confidence and sense of usefulness in them, and develop their personality, accommodative attitude, sense of direction, leadership quality, discipline, and enhance their common sense.
Provide all facilities, support and encouragement for the development of student's artistic talents and skills	Won first prize in the University of Kerala Drama Festival.

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body College Council

Provide the details of the action taken

This A.Q.A.R. was placed in the College Council before submission. The report was thoroughly analysed by the members. Suggestions and comments for improvement were incorporated. The next council meeting approved the corrected report.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	8	-	-	-
PG	13	-	-	-
UG	16	-	-	2
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	-	-	-	-
Total	37	-	-	-

Interdisciplinary	2	-	-	2
Innovative	-	-	-	-

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	29
Trimester	0
Annual	0

1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

**Please provide an analysis of the feedback in the Annexure*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Yes

The university revised and restructured the syllabi of all the U.G. courses as part of the implementation of Choice Based Credit and Semester System and introduced Foundation Courses, Open Courses and Elective Courses.

1.5 Any new Department/Centre introduced during the year. If yes, give details. No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
131	41	90	0	-

2.2 No. of permanent faculty with Ph.D.

65

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
2	16	0	0	0	0	-	-	2	16

2.4 No. of Guest and Visiting faculty and Temporary faculty

25

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	8	42	33
Presented papers	13	22	8
Resource Persons	0	2	2

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- Teachers were encouraged to employ I.C.T. in education to its full potential.
- Presentation and interactive sessions of students in the class room.
- Promoting the faculty to submit proposals for major and minor projects.
- Advanced learners are encouraged to handle classes for the weaker students during off class time.
- Course hand-outs containing syllabus, reference materials and detailed session plan and academic calendar were prepared and distributed to students.
- Centralized Internal Examinations were conducted and results published as per schedule.

2.7 Total No. of actual teaching days during this academic year

194

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Under the supervision of the College Level Monitoring Committee (C.L.M.C.) two internal examinations per semester were conducted. Frequent seminars, assignments, projects, etc. were also assigned as part of continuous evaluation.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

29		
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2.10 Average percentage of attendance of students

87%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Total passed	Pass %
B. A. English	38	27	71
B. A. Hindi	30	20	67
B. A. Malayalam	36	22	61
B. A. Sanskrit	10	7	70
B. A. Economics	65	42	65
B. A. History	47	26	55
B. A. Philosophy	22	12	55
B. A. Politics	65	39	60
B.Sc. Mathematics	50	40	80
B. Sc. Physics	26	21	81
B. Sc. Computer Applications	30	20	67
B. Sc. Chemistry	36	22	61
B. Sc. Botany	30	24	80
B. Sc. Biotechnology	25	17	68
B. Sc. Zoology	32	28	87
B. Com	68	55	81
M. A. English	18	16	89
M. A. Hindi	15	13	87
M. A. Malayalam	15	15	
M. A. Economics	13	11	85

M. A. History	15	13	87
M. A. Politics	11	8	73
M.Sc. Mathematics	18	17	94
M.Sc. Physics	18	16	89
M. Sc. Chemistry	15	9	60
M. Sc. Analytical Chemistry	12	6	50
M.Sc. Botany	14	10	71
M.Sc. Zoology	17	15	88
M. Com	19	15	79

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

- Workshop on 'Implementation of C.B.C.S.S.' for faculty members.
- Frequent meetings to review the implementation of C.B.C.S.S.
- Two internal examinations per semester.
- Semester wise P.T.A. meetings.
- Remedial coaching for needy students.
- Collected students' feedback and conveys it to the teacher concerned.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	5
UGC – Faculty Improvement Programme	8
HRD programmes	0
Orientation Programmes	4
Faculty Exchange Programme	0
Staff training conducted by the university/ other institutions	7
Summer / Winter schools, Workshops, etc.	0
Others (Short term courses)	4

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	61	--	--	--
Technical Staff	--	--	--	--

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- I.Q.A.C. with the help of Research Monitoring Committee, co-ordinated research activities of the Research Centers and departments and also ensures adequate research facilities.
- Seminars and workshops were conducted on emerging areas and recent trends in research fields.
- Circulated intimations and brochures on upcoming conferences, seminars and workshops among teachers and students.
- Ensured sufficient number of duty leaves to teachers who attend the same.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	11	5	-
Outlay in Rs. Lakhs	0	56,93,000	41,08,200	-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	14	4	-
Outlay in Rs. Lakhs	0	11,02,000	2,65,000	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	12	25	2
Non-Peer Review Journals	--	1	--
e-Journals	--	--	--
Conference proceedings	15	16	7

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	3	UGC, DST	98,01,200	38,28,600
Minor Projects	2	UGC	13,67,000	3,85,000
Interdisciplinary Projects	--	--	--	--
Industry sponsored	--	--	--	--
Projects sponsored by the University/ College	--	--	--	--
Students research projects (other than compulsory by the University)	--	--	--	--
Any other(Specify)	--	--	--	--
Total	--	--	1,11,68,200/-	42,13,600/-

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No. Books Edited

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	3	2	3	8
Sponsoring agencies		U.G.C.			P.T.A.

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From Funding agency From Management of University/College
 Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	--
	Granted	--
International	Applied	--
	Granted	--
Commercialised	Applied	--
	Granted	--

3.17 No. of research awards/ recognitions received by faculty and research fellows
 Of the institute in the year

Total	International	National	State	University	Dist	College
4	--	3	1	-	-	-

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
 National level International level

3.22 No. of students participated in NCC events:

University level State level
 National level International level

3.23 No. of Awards won in NSS:

University level	<input type="text" value="--"/>	State level	<input type="text" value="--"/>
National level	<input type="text" value="--"/>	International level	<input type="text" value="--"/>

3.24 No. of Awards won in NCC:

University level	<input type="text" value="--"/>	State level	<input type="text" value="--"/>
National level	<input type="text" value="3"/>	International level	<input type="text"/>

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text"/>		
NCC	<input type="text" value="4"/>	NSS	<input type="text" value="12"/>	Any other	<input type="text"/>

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- A Project on 'Mangrove Conservation' in the nearby Ashramam Lake, Kollam was undertaken by NSS Unit in association with Kollam Corporation.
- A Campaign against 'Terrorism' was organised by N.S.S. in association with Kerala Kaumudi Daily.
- A Blood group detection camp and Blood donation drive was conducted by N.S.S in association with the Govt. District Hospital, Kollam.
- The World Heart Day was observed by organising a rally in the Kollam town in association with Padmavathy Medical Foundation, Sasthamkotta.
- A Seminar on 'Mosquito Borne Diseases', with special reference to Dengue fever a Chikungunia, in association with the Department of Public Health was organized.
- Surveys were conducted on 'Diabetics' and 'Thyroid Disorders' by the Department of Zoology.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	27 acres	-	-	27acres
Class rooms	78	-	-	78
Laboratories	16	-	-	16
Seminar Halls	3	-	-	3
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	8	4	UGC-	12
Value of the equipment purchased during the year (Rs. in Lakhs)	2.27	2.3	UGC	4.57
Others	-	-	-	-

4.2 Computerization of administration and library

- Office is computerized. New computers have been installed in the office.
- Office computers are networked through L.A.N.
- Many important administrative circulars are circulated through e-mail.
- Library is computerized and the books are duly catalogued.

4.3 Library services

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	100588	17099943	513	89239	101101	17189182
Reference Books	5294	1323525	342	133858	5636	1457383
e-Books	80903		N-List INFLIBNET renewed	2500	80903	2500
Journals	68		Renewed	65000		65000
e-Journals	4230		N-List INFLIBNET renewed	2500	4230	2500
Digital Database	0					
CD & Video	7					
Others (specify)	0					

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	44	2	15	1	1	1	15	--
Added	4	0	4	--	--	0	0	--
Total	48	2	19	--	--	1	15	--

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance, etc.)

- Four Computers were purchased for setting up of a network resource centre in the college.
- Internet access: A new internet connection was established as part of the network resource centre.
- Training to teachers: On the use of N-List-INFLIBNET.
- For students: Orientation class on the use of internet browsing.
- Technology up gradation: Installation of L.A.N.

4.6 Amount spent on maintenance in lakhs:

i) ICT	50,000/-
ii) Campus Infrastructure and facilities	70000/-
iii) Equipments	17,999/-
iv) Others	--
Total:	137,999/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- I.Q.A.C. collated feedback from students on various support services available in the college for qualitative improvement.
- Remedial classes were arranged for needy students.
- Class tutorial groups paid individual attention to students.
- Regular Class P.T.A. meetings were effective in supporting students' overall academic and personal development.
- The grievance redressal cell was prompt in finding solutions.

5.2 Efforts made by the institution for tracking the progression

- The Tutors collected students' personal data, performance in examinations, involvement in extracurricular activities, learning difficulties, etc.
- After analyzing the data, proper guidance was given to students.
- At least one parent-teacher meeting was held per semester.
- The academic progression and results of internal assessments were discussed with parents also.
- Necessary steps were taken based on parent feedback.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2286	430	67	-

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

Men

No	%
1202	44

Women

No	%
1514	56

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
497	554	12	1736	2	2797	489	542	7	1652	3	2716

Demand ratio - 1:10 Dropout – 7.5%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

- U.G.C. /C.S.I.R.-N.E.T. Coaching was offered by P.G. Departments. Apart from this, books on competitive examinations like U.G.C. -N.E.T. /J.R.F., S.E.T., etc. were given to interested students through Department Libraries and the General Library.
- General library is an attractive hub for students who prepare for Civil service entry tests, U.P.S.C and P.S.C examinations.

No. of students beneficiaries

68

5.5 No. of students qualified in these examinations

NET	26	SET/SLET	1	GATE	-	CAT	-
IAS/IPS etc	-	State PSC	-	UPSC	-	Others	-

5.6 Details of Student Counselling and Career Guidance

- Career Guidance and Counseling Center offers academic and personal counseling to students.
- Students in need of counseling are identified by the teachers and necessary follow up procedures were initiated accordingly.
- Faculty of the Department of Psychology gave counseling to needy students.
- Career related news appearing in dailies is displayed in notice boards in the library and in the campus.
- The Centre provided opportunities for the final year Degree and Post Graduate students to attend campus recruitment drives of many companies, banks, etc.
- Seminars and workshops on personality development, career information, and competitive examinations were held to enhance the students' competency and employability.

No. of students benefitted

83

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
02	65	38	--

5.8 Details of gender sensitization programmes

Women's Studies Unit of the college co-ordinated and organised the following gender sensitization programmes:

- A seminar on 'Gender issues in Life Style Diseases'.
- On International Women's Day, two seminars were conducted on 'Challenges Faced by Women in the Society' and 'Women and Family'.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount (Rs.)
Financial support from institution	58	81,135/-
Financial support from government	2117	45,12,201/-
Financial support from other sources	--	--
Number of students who received International/ National recognitions	--	--

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

Regarding availability of drinking water: Solved by the Grievance Redressal cell using P.T.A. funds, by installing water purifiers and coolers at different points in the buildings.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

- The institution’s vision is embodied in the exhortation of the Sree Narayana Guru: “Emancipation through Education”.
- Our Mission is to make the students skillful, competent in diverse fields of knowledge and activity, and to make them adaptive and broadminded, so that they would not face any friction in becoming compatible to the drastically and swiftly changing life situations.

6.2 Does the Institution has a Management Information System

No

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

- In an affiliating system, there is limited flexibility for innovative curricular designing by the college. However, the college can involve in the process indirectly when the faculty members are elected to various Academic Bodies like Board of Studies, Academic Council, etc.
- The CBCS system was introduced in the first year of U.G. programmes.
- Twenty nine faculty members from the college actively participated in the curriculum development and syllabus revision activities of University of Kerala for the implementation of C.B.C.S.S. As Board of Studies members, sixteen of our faculty contributed to syllabi restructuring.

6.3.2 Teaching and Learning

- The college has an effective system of student evaluation through which point out the strengths and weakness of our teaching-learning process.
- I.C.T.-enabled teaching-learning process has made students, active participants in the classroom activities.
- Apart from classroom interaction, the following methods are used:
 - The learning method was initiated through guided library assignments, group discussion, seminars, debates, quiz, etc.

- Inquiry-based learning was provided through community survey, case study, industrial visits and field study.
- Co-operative learning was facilitated through group project work.
- Peer group teaching was promoted within and outside the class hours.

6.3.3 Examination and Evaluation

- Two Internal Examinations per semester were conducted as part of the Continuous Evaluation (C.E).
- Seminars and assignments were given to the students during the commencement of each semester.
- The class tutors made an analysis of the performance of students after every internal examination and end semester university examinations.
- The performance of students and university examination results were analyzed in College Council meetings.
- Regular Department P.T.A. meetings were conducted at the end of each semester and the progresses of the students were discussed with their parents.

6.3.4 Research and Development

- The Research Committee facilitates overall research activities and co-ordinates various departments to share available facilities.
- Research committee motivates teachers to participate and present their work in seminars and conferences.
- Details regarding minor and major research projects and postdoctoral fellowships are intimated timely.
- Seven teachers applied for externally funded projects. Seven major and four minor projects are ongoing. Three major projects and four minor projects are sanctioned.
- Eight departments are Research Centres of University of Kerala. 67 research scholars are working under 70 research guides of the college.
- The college grants leave under the Faculty Improvement Program for teachers pursuing research. Eight faculty members availed leave under the Faculty Improvement Program.
- The college releases interdisciplinary multilingual research journal entitled '*Holistic Thought*'. It is an approved journal by University of Kerala.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- A language lab was set with 10 computers and a teachers' console.
- A U.G.C. aided Network Resource Centre was started in the campus.
- A well equipped computerised general library is functioning in the college with strength of 106,737 no. of books. LIBSOFT software facilitates the borrowing transactions easy.
- Books worth Rs. 2, 36,579/- was purchased during this year utilising U.G.C and P.D. funds.
- N-List- INFLIBNET was renewed and all staff and students have access to 4230 electronic journals (Full text) and 80903 e-books.
- College has two computer labs and one seminar hall is equipped with smart board and L.C.D. projector.

6.3.6 Human Resource Management

- The various clubs of the college have helped in tapping the potential of the students and discovering the leadership qualities of the teachers.
- The students are trained in various platforms like Clubs, College Union, N.S.S., N.C.C., Career Guidance and Counseling Centre, Women's Study Unit, Human Right Awareness Forum, etc.
- Teachers undertake additional charge of extra and co-curricular activities. Third and fourth semester students were actively participated in club activities to ensure higher grades in C.B.C.S.S. assessment.
- Teaching faculty is given adequate training in newly introduced courses such as 'General Informatics' and 'Bio-informatics' through orientation and refresher programmes organised at University levels.
- Non-teaching staff is given periodic training.

6.3.7 Faculty and Staff recruitment

- Two Assistant Professors were recruited in the current academic year.
- The teaching and non-teaching staffs were recruited according to the Government rules and regulations. For this, interviews were conducted by a board consisting of representatives of government, university and management.
- Selection of guest faculty was done by the college itself. Preferences are given to Ph.D. holders U.G.C. /C.S.I.R. -N.E.T. qualified candidates.

6.3.8 Industry Interaction / Collaboration

- No MOU was signed with any industry this year
- Some of the P.G. Project works were carried out in association with research institutes such as National Centre of Earth Science Studies (N.C.E.S.S.), Indian Rear Earths (I.R.E.), Kerala Metals Minerals Limited (K.M.M.L.), The Cashew Export and Promotion Council of India, etc.
- Chemistry U.G. students visited IRE and K.M.M.L., Chavara. Zoology U.G. students visited Central Marine Fisheries Research Institution (C.M.F.R.I.), Cochin.

6.3.9 Admission of Students

- Online admission through the University website.
- The Admission Committee of the college monitor and supervise the part of the admission processes that has to be performed at the college level.
- University of Kerala sets a schedule for admissions.
- Government rules were strictly followed for preparing the rank list.
- All reservation policies of the Government were strictly followed.

6.4 Welfare schemes for

Teaching	Medical reimbursement, Group Insurance Scheme, State Life Insurance, Staff Association, Personal Accident Insurance. Co-operative Society, etc.
Non teaching	Medical reimbursement, Group Insurance Scheme, State Life Insurance, Staff Association, Personal Accident Insurance, Co-operative Society, etc.
Students	23 Scholarships and Six Endowments. Students' Group Personal Accident Insurance Scheme (S.G.P.A.I.S.). Financial support to the economically weaker students by P.T.A., Alumni and Teaching Staff Association. 'Share and Care' programme provides lunch, books, medical aid, etc. to poor students. 78 students are the beneficiaries.

6.5 Total corpus fund generated

Rs.13, 83,606/-

6.6 Whether annual financial audit has been done

Yes

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	-	-	Yes	IQAC
Administrative	Yes	AG & Dy.DC	Yes	Principal

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes Yes No

For PG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

Being an affiliated college, the examination reforms are implemented by the University of Kerala

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

The university has formulated a set of norms for providing autonomy to the affiliated colleges.

6.11 Activities and support from the Alumni Association

- The Association alumni provided financial and material support for the activities of the college and to student progression.
- Jnanpith Award winner, Prof. O.N.V. Kurup, an alumnus of S.N. College was felicitated jointly by Alumni Association and Kollam Corporation.
- 'Prathibha Sangamam' (Merit Day) was held in College Auditorium and distributed cash awards to the university rank holders from our college. A total of Rs. 22500/- was distributed as cash award for rank holders.

6.12 Activities and support from the Parent – Teacher Association

- Assistance of Rs. 20, 84,357/- for various developmental and regular maintenance and day to day activities of the college for the current year.
- Provided salary to five guest faculty members and also provided Rs. 3, 53,156/- as advance to 16 guest faculty members in F.I.P. vacancies.
- Partial financial for printing the college hand book.
- Financial support to the students who participated in the University youth festival and various programmes outside the campus.
- Salary of the night watchman and security personnel and one computer operator.
- Cash prize to meritorious students.
- Individual Class P.T.A. meetings to discuss the academic progress of students.

6.13 Development programmes for support staff

- Computer training to non-teaching staff.
- Training programmes organized by Directorate of Collegiate Education.

6.14 Initiatives taken by the institution to make the campus eco-friendly

- Eco- sensitization programmes of the N.S.S and the Nature Club.
- Maintenance of the Botanical Garden.
- Observance of the 'World Environmental Day' by planting saplings.
- Campus cleaning programmes by N.S.S.
- An awareness class on 'Plastic Eradication' in association with World Malayalee Council.
- Talks entitled 'The Nature' and 'Biodiversity of Western Ghats'.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- Networking of the computers in the campus through Local Area Networking (L.A.N.).
- A language lab started functioning.
- Awareness programmes on ‘Misuse of Information Technology’ and ‘Cyber Crime’.
- Life Style Diseases surveys.
- A Project on ‘Mangrove Conservation’ on the Ashramam Lake.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

The plan of action conceived during the beginning of the academic year has been successfully initiated and completed accordingly.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

- **Share and Care:** The objective of the programme is to provide assistance to economically poor students in the form of lunch, books, medical aid, etc. The voluntary contributions from the teaching staff are the source of the fund required for the programme.
- **Blood Donation Drive:** To facilitate blood donation, camps are arranged in the campus each year. The N.S.S. and N.C.C. units of this college have organized Blood Donation Camps for a number of years now. Before the conduct of the Blood Donation Camp, a motivation programme is arranged to make the students realize the importance and ease of blood donation. Every year around 60 students and staff of the college donate blood in these camps. Besides, an average of 100 units of blood is donated by the students directly to the needy every year.

7.4 Contribution to environmental awareness / protection

The institution spread awareness and sensitized both the students and the community around the college regarding sustainable environment through the following awareness classes, expert talks, seminars, posters/photography exhibitions, documentary screening, etc.

- A Project on ‘Mangrove Conservation’ in the Ashramam Lake, Kollam was undertaken by N.S.S. Units in association with Kollam Corporation.
- Assessment of pollution in T. S. Canal (Kollam Thodu) and awareness among local people.
- Talks entitled ‘The Nature’ and ‘Biodiversity of Western Ghats’ were organised.
- A discussion on ‘Endosulphan: The Present Issue’ was organised.
- Nature camp was conducted in association with Kerala Forest and Wildlife Department.
- Awareness programme on ‘Plastic Eradication’ was organised in association with ‘World Malayalee Council’.
- More plants were planted in the Medicinal Garden.

7.5 Whether environmental audit was conducted? Yes

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

SWOT ANALYSIS OF THE INSTITUTION

Strength

- Faculty members published scientific papers in peer reviewed journals with impact factor ranged from 1.3- 4.60 with an average of 2.86.
- Publication of a multi disciplinary biannual research journal, *Holistic Thought*.
- The strength of 16 U.G., 13 P.G., and eight research centres.
- The strength of the 70 research guides in the eight research centres of the college.
- Members of the faculty with Research degrees: Sixty nine Ph. D., Three P.D.F., and thirty eight M.Phil. degrees.
- A well stacked library with 106737 titles, INFLIBNET connectivity, research journals with high impact factor, etc.
- Representation of our faculty in the university bodies.
- Strong Alumni Association and Former Teachers’ Association, and their sincere and constructive cooperation.
- Efficient P.T.A.
- Merit Based and inclusive selection of students.
- Participatory management.
- Ample opportunity for co-curricular and extra- curricular activities.

Weakness

- Inordinate delay in getting government approval for faculty vacancies.
- Government curtailment of postings, resulting in insufficiency of hands to man the college, administrative office and ministerial functions.
- Low institution-industry interface.

Opportunities

- The presence of 70 research guides in the eight research centres is a strong motivating force for further development of the college.
- Possibility of getting more funds for infrastructure development of the college.

Threats

- Low social, economic and cultural background of vast majority of students.
- Low student proficiency in English language at the entry level.
- Overestimated possibilities of the new generation courses diverting public attention from arts and science courses.

8. Plans of institution for next year

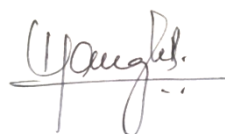
- To bring innovations in the teaching-learning process in par with the newly introduced C.B.C.S.S.
- To fill up the existing vacancy among teaching faculty position.
- To apply for more research projects and to promote paper publications.
- To strengthen remedial coaching.
- To conduct regular P.T.A. meetings and to standardize the format for students' feedback.
- To start training on 'Spoken Communication' classes in the Language Lab.
- To conduct more national seminars, symposiums and conferences.
- To initiate Community visit- 'Adopt a Village' concept.
- To encourage faculty members to avail F.D.P. to acquire higher academic degrees.

Name: **Sri. M. Sajeesh Babu**



Signature of the Coordinator, IQAC

Name : **Dr. K.B. Manoj**



Signature of the Chairperson, IQAC

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SREE NARAYANA COLLEGE, KOLLAM

STUDENT'S EVALUATION OF TEACHERS - 2010-2011

Sl.No.	Parameters	Excellent	Good	Average	Poor
1	Subject knowledge of the Teacher	79	18	3	0
2	Communication skills	72	26	2	0
3	Motivating students to the subject	58	34	7	1
4	Presentation Style	58	33	7	2
5	Interaction with students	58	34	8	0
6	Maintenance of discipline of the class	70	27	3	0
7	Relationship with students	63	31	5	1
8	Punctuality and Regularity	71	25	3	1
9	Timely completion of the work allotted	69	25	6	0
10	Use of Teaching/Learning aids	52	34	11	3
11	Ability to step down to the student level of understanding	63	32	5	0
12	Encouragement of Co-curricular/Extracurricular Activities	67	25	7	1
13	Ability to establish relationship with parent	76	22	2	0
14	Suggestion for the improvement of quality of teaching				

Analysis of Student Feedback - 2010-2011

A survey was conducted by I.Q.A.C. among students to evaluate the performance of teachers. The feedback from students was collected at the end of each course. The primary data was collected by giving questionnaires. The questionnaire for the survey includes fourteen parameters and distributed to students. Parameters such as knowledge, communication skill, presentation skill, motivation, punctuality, regularity and time management, classroom management, use of Teaching/Learning Aids, encouragement to co-curricular activities and interaction with parents were included In the evaluation process. The duly filled feedback from students were collected and subjected to a detailed analysis.

Four questions were included in the questionnaire for each parameter (Excellent, Good, Average, and Poor). The IQAC team collected and analyses the survey reports from various departments. The results were expressed in percentage. Based on the findings, a report was prepared. A summary is given below:

- 79% of students were of opinion that the subject knowledge of their teachers was excellent.
- Excellent communication skill and classroom management of teachers were reported by majority.
- Excellent usage of Teaching/Learning Aids was performed by half of them.
- 58% students were of opinion that teacher's have an excellence in ability to motivate students, interaction with students and maintaining discipline.
- Students felt that the teachers were in good rapport with their parents.

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission
