



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

|                                               |                                         |
|-----------------------------------------------|-----------------------------------------|
| 1. Name of the Institution                    | N S S COLLEGE, NILAMEL                  |
| Name of the head of the Institution           | Dr. Madhusudanan Pillai K R             |
| Designation                                   | Principal                               |
| Does the Institution function from own campus | Yes                                     |
| Phone no/Alternate Phone no.                  | 04742433346                             |
| Mobile no.                                    | 9544401264                              |
| Registered Email                              | nsscnilamel@yahoo.co.in                 |
| Alternate Email                               | nsscniqac@gmail.com                     |
| Address                                       | N.S.S. College, Nilamel, Kollam, Kerala |
| City/Town                                     | Nilamel                                 |
| State/UT                                      | Kerala                                  |
| Pincode                                       | 691535                                  |

#### 2. Institutional Status

|                                        |                                |
|----------------------------------------|--------------------------------|
| Affiliated / Constituent               | <b>Affiliated</b>              |
| Type of Institution                    | <b>Co-education</b>            |
| Location                               | <b>Rural</b>                   |
| Financial Status                       | <b>state</b>                   |
| Name of the IQAC co-ordinator/Director | <b>Dr. S. Beena</b>            |
| Phone no/Alternate Phone no.           | <b>04742433346</b>             |
| Mobile no.                             | <b>9447075484</b>              |
| Registered Email                       | <b>nsscnilamel@yahoo.co.in</b> |
| Alternate Email                        | <b>nsscniqac@gmail.com</b>     |

### 3. Website Address

|                                                                           |                                                                                                                                                                                               |
|---------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Web-link of the AQAR: (Previous Academic Year)                            | <a href="http://www.nsscnilamel.org/images/Iqar/0a84b454584f1f7a4b4d4338a802e3c2.pdf">http://www.nsscnilamel.org/images/Iqar/0a84b454584f1f7a4b4d4338a802e3c2.pdf</a>                         |
| <b>4. Whether Academic Calendar prepared during the year</b>              | <b>Yes</b>                                                                                                                                                                                    |
| if yes, whether it is uploaded in the institutional website:<br>Weblink : | <a href="http://www.nsscnilamel.org/images/AcademicCalendar/016cc978076ed33b57c7b35b9536c2ed.pdf">http://www.nsscnilamel.org/images/AcademicCalendar/016cc978076ed33b57c7b35b9536c2ed.pdf</a> |

### 5. Accreditation Details

| Cycle    | Grade    | CGPA        | Year of Accreditation | Validity           |                    |
|----------|----------|-------------|-----------------------|--------------------|--------------------|
|          |          |             |                       | Period From        | Period To          |
| <b>1</b> | <b>B</b> | <b>2.72</b> | <b>2014</b>           | <b>05-May-2014</b> | <b>04-May-2019</b> |

|                                         |                    |
|-----------------------------------------|--------------------|
| <b>6. Date of Establishment of IQAC</b> | <b>02-Jun-2014</b> |
|-----------------------------------------|--------------------|

### 7. Internal Quality Assurance System

| Quality initiatives by IQAC during the year for promoting quality culture |                                |                                       |
|---------------------------------------------------------------------------|--------------------------------|---------------------------------------|
| Item /Title of the quality initiative by IQAC                             | Date & Duration                | Number of participants/ beneficiaries |
| <b>Workshop cum seminar on soft skill development</b>                     | <b>31-Jul-2019</b><br><b>1</b> | <b>45</b>                             |

[View File](#)

**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

| Institution/Department/Faculty | Scheme                 | Funding Agency | Year of award with duration | Amount |
|--------------------------------|------------------------|----------------|-----------------------------|--------|
| Malayalam                      | Major Research Project | UGC            | 2015<br>1095                | 84100  |
| <a href="#">View File</a>      |                        |                |                             |        |

**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

3

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

**11. Whether IQAC received funding from any of the funding agency to support its activities during the year?**

No

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

Organize induction programme for first year students Assist slow learners to improve their performance Conduct awareness classes for final year UG students Publications of student magazines and Newsletters Regular PTS meetings conducted by each department

[View File](#)

**13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year**

| Plan of Action                                                                                                          | Achivements/Outcomes                                                                                           |
|-------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|
| Feedback for each subject is collected regularly and analysed, the findings of which are discussed with the departments | Directions are given by IQAC to all departments for the regular conduct of PTS at least once in every semester |
| Monitoring and evaluating the performance of the teaching - learning                                                    | Feedback for each subject is collected regularly and analysed, the findings of                                 |

| activities.                                                                                                                                                                    | which are discussed with the departments                                                                                                                                                                                              |                        |              |            |             |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|--------------|------------|-------------|
| To conduct awareness programmes for the final year UG students                                                                                                                 | IQAC took initiatives to organise awareness programmes for the final year UG students regarding their Open course as well as research and research methodology for enabling them to do better in their end semester research project. |                        |              |            |             |
| To organise an induction programme for the first year students                                                                                                                 | IQAC took initiatives for conducting induction programmes for the first year students to make them aware of the various activities of the college under the banner "Know Your College".                                               |                        |              |            |             |
| To assist the slow learners to improve their performance                                                                                                                       | As per the directions of IQAC each department conducted remedial coaching for improving the knowledge of slow learners.                                                                                                               |                        |              |            |             |
| Make the campus eco - friendly                                                                                                                                                 | Students were given awareness regarding the need of protecting nature and natural resources. Nature club took initiatives in planting tree saplings to make the campus green. Organised campaign to make the campus plastic free      |                        |              |            |             |
| To conduct seminars and invited talks                                                                                                                                          | IQAC jointly with the research committee conducted seminars and series of invited talks                                                                                                                                               |                        |              |            |             |
| To improve the soft skills of students.                                                                                                                                        | IQAC organised a one day seminar cum workshop for students on soft skill development.                                                                                                                                                 |                        |              |            |             |
| To improve infrastructure facilities                                                                                                                                           | Renovated classrooms                                                                                                                                                                                                                  |                        |              |            |             |
| Issue guidelines to the departments for the preparation of a department level plan of action                                                                                   | Assisted all departments in their preparation of plan of action for the year 2018 - 19.                                                                                                                                               |                        |              |            |             |
| <a href="#">View File</a>                                                                                                                                                      |                                                                                                                                                                                                                                       |                        |              |            |             |
| 14. Whether AQAR was placed before statutory body ?                                                                                                                            | Yes                                                                                                                                                                                                                                   |                        |              |            |             |
| <table border="1"> <thead> <tr> <th>Name of Statutory Body</th><th>Meeting Date</th></tr> </thead> <tbody> <tr> <td>Management</td><td>20-Dec-2019</td></tr> </tbody> </table> |                                                                                                                                                                                                                                       | Name of Statutory Body | Meeting Date | Management | 20-Dec-2019 |
| Name of Statutory Body                                                                                                                                                         | Meeting Date                                                                                                                                                                                                                          |                        |              |            |             |
| Management                                                                                                                                                                     | 20-Dec-2019                                                                                                                                                                                                                           |                        |              |            |             |
| 15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?                                                                | No                                                                                                                                                                                                                                    |                        |              |            |             |
| 16. Whether institutional data submitted to AISHE:                                                                                                                             | Yes                                                                                                                                                                                                                                   |                        |              |            |             |

|                                                               |             |
|---------------------------------------------------------------|-------------|
| Year of Submission                                            | 2019        |
| Date of Submission                                            | 20-Nov-2019 |
| 17. Does the Institution have Management Information System ? | No          |

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

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

The college offers 11 core courses, having duration of six semesters, twelve open courses and eleven elective courses in each programme at undergraduate level under the Choice Based Credit and Semester System offered by the University and two courses at postgraduate level under the Semester system. Also, the college has one Doctoral programme in Malayalam. The structure of a first degree programme includes 1) Language Courses 2) Foundation Courses 3) Core Courses in the Major subjects related to Degree Programme 4) Complementary Courses on allied subjects 5) Open/Elective Courses and 6) Project. The college provides sufficient guidance and support and optimum academic flexibility for its students to enrich their skills based on their aptitude. A student is free to take any core subject and associated combination of Complementary Courses offered by the College on the basis of the eligibility criteria at the time of admission. A student is also free to select any Elective Course offered by the parent department during the 6th semester and any open course offered by other departments of the college during 5th semester. In order to enrich the social commitment of students, club activities are incorporated in the 3rd and 4th semester of the UG programme. This is mandatory for all students for the successful completion of the programme. The College Level Monitoring Committee for CBCSS programmes provides necessary information and directions to students regarding the provisions for core courses, elective courses, open courses and extension activities in an academic session. Further, the department level monitoring committee ensures that students get proper guidance from the faculty advisor regarding the suitability and usefulness of such Courses to increase the academic potential and opportunity/eligibility for higher studies.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

| Certificate | Diploma Courses | Dates of Introduction | Duration | Focus on employ ability/entrepreneurship | Skill Development |
|-------------|-----------------|-----------------------|----------|------------------------------------------|-------------------|
| NIL         | 00              | Nil                   | 00       | 00                                       | NA                |

#### 1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

| Programme/Course          | Programme Specialization | Dates of Introduction |
|---------------------------|--------------------------|-----------------------|
| Nil                       | NA                       | Nil                   |
| <a href="#">View File</a> |                          |                       |

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

| Name of programmes adopting CBCS | Programme Specialization | Date of implementation of CBCS/Elective Course System |
|----------------------------------|--------------------------|-------------------------------------------------------|
| <b>Nil</b>                       | <b>NIL</b>               | <b>Nil</b>                                            |

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

|                    | Certificate | Diploma Course |
|--------------------|-------------|----------------|
| Number of Students | <b>Nil</b>  | <b>Nil</b>     |

### 1.3 – Curriculum Enrichment

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

| Value Added Courses       | Date of Introduction | Number of Students Enrolled |
|---------------------------|----------------------|-----------------------------|
| <b>00</b>                 | <b>Nil</b>           | <b>Nil</b>                  |
| <a href="#">View File</a> |                      |                             |

1.3.2 – Field Projects / Internships under taken during the year

| Project/Programme Title   | Programme Specialization | No. of students enrolled for Field Projects / Internships |
|---------------------------|--------------------------|-----------------------------------------------------------|
| <b>MCom</b>               | <b>Finance</b>           | <b>22</b>                                                 |
| <a href="#">View File</a> |                          |                                                           |

### 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

|           |     |
|-----------|-----|
| Students  | Yes |
| Teachers  | Yes |
| Employers | Yes |
| Alumni    | Yes |
| Parents   | No  |

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

| Feedback Obtained                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Our institution collects the curricular feedback through the method of providing questionnaire to students, teachers and parents. This practice has been effective in improving the quality of education imparted in the institution. Thus feedback provides an opening to students to actively participate in the improvement of programs of study. The feedback collected is analysed statistically and data is compiled. The students are asked to provide their feedback on various parameters such as knowledge base and communication skills of the teachers, their conduct of internal evaluation, their capability to motivate or create interest, their sincerity and commitment, their accessibility for clarifications and other matters. The feedback regarding the curriculum is taken from students which are analyzed at departmental level. Feedbacks of the students on courses are also collected. Here the students consider various aspects relating to a course such as learning value, course content, its relevance to real life situations, clarity and relevance etc. The students feedback from on teachers employ a 4 point rating scale where 4 stands for excellent, 3 for very good, 2 for good and 1 for satisfactory. The student's feedbacks are communicated to teachers which helps them to take measures to improve. Parents surveys are obtained through a questionnaire during parent, teachers meetings and their suggestions are taken into account for the overall improvement. The feedback collected not only improves the</b></p> |

quality of student's learning experiences but also gives the institution an opportunity to improve their curriculum planning.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

| Name of the Programme     | Programme Specialization | Number of seats available | Number of Application received | Students Enrolled |
|---------------------------|--------------------------|---------------------------|--------------------------------|-------------------|
| BSc                       | Zoology                  | 24                        | 2603                           | 30                |
| BSc                       | Biochemistry             | 16                        | 1830                           | 23                |
| BSc                       | Chemistry                | 32                        | 1830                           | 38                |
| BSc                       | Physics                  | 24                        | 1860                           | 25                |
| BSc                       | Mathematics              | 40                        | 1662                           | 42                |
| BCom                      | Finance                  | 50                        | 3238                           | 73                |
| BA                        | Economics                | 40                        | 2453                           | 57                |
| BA                        | History                  | 40                        | 2864                           | 58                |
| BA                        | Malayalam                | 50                        | 3171                           | 70                |
| BA                        | English                  | 40                        | 4179                           | 44                |
| <a href="#">View File</a> |                          |                           |                                |                   |

### 2.2 – Catering to Student Diversity

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

| Year | Number of students enrolled in the institution (UG) | Number of students enrolled in the institution (PG) | Number of fulltime teachers available in the institution teaching only UG courses | Number of fulltime teachers available in the institution teaching only PG courses | Number of teachers teaching both UG and PG courses |
|------|-----------------------------------------------------|-----------------------------------------------------|-----------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|----------------------------------------------------|
| 2018 | 1401                                                | 91                                                  | 33                                                                                | Nil                                                                               | 17                                                 |

### 2.3 – Teaching - Learning Process

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

| Number of Teachers on Roll | Number of teachers using ICT (LMS, e-Resources) | ICT Tools and resources available | Number of ICT enabled Classrooms | Number of smart classrooms | E-resources and techniques used |
|----------------------------|-------------------------------------------------|-----------------------------------|----------------------------------|----------------------------|---------------------------------|
| 50                         | 25                                              | Nil                               | 3                                | 3                          | Nil                             |

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

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

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

Mentoring system has proven to be the finest practices of the institution which follows the primary objectives of enabling constructive interaction, guidance to students by teachers. The faculty members are given proper training on mentor system with a view to meet the students on daily basis to listen to their issues and guide them on their overall personality development. In an institution there will be a wide variation in the student population with regard to educational and economic background, the system promises to provide a better understanding of individual students and bring out their potential. It also aims in creating a better environment in college as it bridges the gap between the teachers and students there by establishing a healthy relationship between them in

which mentee feels free to ask anything to get rid of his or her problems. Each teacher is allotted a specific number of students of their respective department and he/she will be mentor for all the three years of mentee's graduation. The meetings of mentorship are conducted every month, in which students meet their mentors for academic and personal issues. Student's academic and personal issues of concern are well looked after by the class mentors from first year onwards. The critical cases are handled by first year in charges. This way the students realize their responsibilities at the early stage itself. Mentoring system is followed by all departments from the second year onwards. Mentoring is a reliable and comprehensive support system which supports and engages the students in teaching learning process by improving their learning and leadership skills and motivating them towards their future career development. Students are supported and guided both in co-curricular and extracurricular activities. The students who have less attendance and who have missed their internal tests are paid special attention from mentor's side. Students with personal/family problems if any are given counseling and support by a professional counselor. The mentors also keep a check on the attendance of students and help them to motivate students to excel in both academic and non-academic fields and to make the most of their life at the college.

| Number of students enrolled in the institution | Number of fulltime teachers | Mentor : Mentee Ratio |
|------------------------------------------------|-----------------------------|-----------------------|
| <b>1492</b>                                    | <b>50</b>                   | <b>1:30</b>           |

## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

| No. of sanctioned positions | No. of filled positions | Vacant positions | Positions filled during the current year | No. of faculty with Ph.D |
|-----------------------------|-------------------------|------------------|------------------------------------------|--------------------------|
| <b>59</b>                   | <b>50</b>               | <b>9</b>         | <b>1</b>                                 | <b>33</b>                |

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

| Year of Award             | Name of full time teachers receiving awards from state level, national level, international level | Designation | Name of the award, fellowship, received from Government or recognized bodies |
|---------------------------|---------------------------------------------------------------------------------------------------|-------------|------------------------------------------------------------------------------|
| <b>Nil</b>                | <b>NIL</b>                                                                                        | <b>Nil</b>  | <b>NA</b>                                                                    |
| <a href="#">View File</a> |                                                                                                   |             |                                                                              |

## 2.5 – Evaluation Process and Reforms

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

| Programme Name            | Programme Code                 | Semester/ year | Last date of the last semester-end/ year-end examination | Date of declaration of results of semester-end/ year- end examination |
|---------------------------|--------------------------------|----------------|----------------------------------------------------------|-----------------------------------------------------------------------|
| <b>BSc</b>                | <b>220, 230, 238, 245. 250</b> | <b>6</b>       | <b>19/04/2019</b>                                        | <b>25/05/2019</b>                                                     |
| <b>BA</b>                 | <b>115, 150, 140, 130</b>      | <b>6</b>       | <b>19/04/2019</b>                                        | <b>25/05/2019</b>                                                     |
| <b>MA</b>                 | <b>515</b>                     | <b>4</b>       | <b>19/04/2019</b>                                        | <b>29/10/2019</b>                                                     |
| <b>MCom</b>               | <b>590</b>                     | <b>4</b>       | <b>19/04/2019</b>                                        | <b>29/10/2019</b>                                                     |
| <a href="#">View File</a> |                                |                |                                                          |                                                                       |

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

**The Continuous internal assessment evaluation of the students is an essential part of the teaching-learning process. The college follows the evaluation structure as recommended by the Kerala University and hence has limited scope**

for modifying the evaluation system. Evaluation reforms of the university are strictly followed and implemented. The college has an examination committee to perform the effective execution of internal assessment and college examination as suggested by the university in order to follow the continuous evaluation system. It ensures effective implementation of all activities related to internal and external examinations and assessments. Whenever there is a change in the evaluation method as per direction of university, it is communicated to the faculty by circulating a copy of the university directions. The examinations and evaluation process of all the subjects are conducted by the University in the end of each semester. At Institute level, effective implementation of tutorial and mid exam takes place and at the beginning of each semester, the students are instructed about the syllabus and evaluation process. The internal examination schedule is coordinated with the academic calendar. Then the internal examination team plans and implements internal assessment process to evaluate the students' performance prior to university examination. The students are asked to submit home assignments within proper time schedule. Declaration of the result is time bound. The students have been encouraged continuously to study earnestly for the improvising their performance in our college. Preparing the question paper, scheduling of internal examination, seating arrangements, hall invigilation duties are listed for every examination. Result analysis meetings are conducted and the remedial actions for further improvements are taken after discussion with faculty, Head of the Department and Principal. The students can see their evaluated answer sheets and discuss the same with concerned faculty. The results are analyzed to identify slow and advanced learners. The major reforms during this model have been brought with reference to Outcome Based Education model and course outcome attainment. The IQAC monitors the evaluation process in its meetings and provides suggestions for improvement

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

The college prepares and implements its own academic calendar to make the teaching learning process more effective and efficient. The academic calendar is prepared in pursuance with academic calendar of the University. It provides both the teachers and the students an insight into the various activities to be carried over during the academic year. It consists of dates of internal exams, university exams, declaration of results, dates of submitting assignments, project report etc. It also contains various dates of celebrating days of national and international importance and various programmes to be organised in the college. It provides a proper guidance to students as how to make their study an effective one.

## 2.6 – Student Performance and Learning Outcomes

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

<http://http://www.nsscnilamel.org/>

2.6.2 – Pass percentage of students

| Programme Code | Programme Name | Programme Specialization | Number of students appeared in the final year examination | Number of students passed in final year examination | Pass Percentage |
|----------------|----------------|--------------------------|-----------------------------------------------------------|-----------------------------------------------------|-----------------|
| 245            | BSc            | Botany                   | 28                                                        | 22                                                  | 78.57           |
| 220            | BSc            | Mathematics              | 42                                                        | 26                                                  | 61.90           |

|                           |      |              |    |    |       |
|---------------------------|------|--------------|----|----|-------|
| 159                       | BCom | finance      | 65 | 49 | 75.38 |
| 150                       | BA   | Economics    | 49 | 24 | 48.98 |
| 140                       | BA   | History      | 51 | 32 | 62.75 |
| 130                       | BA   | English      | 41 | 25 | 60.98 |
| 115                       | BA   | Malayalam    | 60 | 33 | 55    |
| 230                       | BSc  | Physics      | 26 | 18 | 69.23 |
| 235                       | BSc  | chemistry    | 33 | 20 | 60.13 |
| 238                       | BSc  | Biochemistry | 17 | 9  | 52.54 |
| <a href="#">View File</a> |      |              |    |    |       |

## 2.7 – Student Satisfaction Survey

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

<https://drive.google.com/file/d/1npgLJI7uG8zGAaxUKqHUcGfXe5Plpjio/view>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

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

| Nature of the Project     | Duration | Name of the funding agency | Total grant sanctioned | Amount received during the year |
|---------------------------|----------|----------------------------|------------------------|---------------------------------|
| Major Projects            | 1095     | UGC                        | 1092600                | 84100                           |
| <a href="#">View File</a> |          |                            |                        |                                 |

### 3.2 – Innovation Ecosystem

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

| Title of workshop/seminar          | Name of the Dept.      | Date       |
|------------------------------------|------------------------|------------|
| The Usage and Implications of SPSS | Department of Commerce | 16/07/2019 |

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

| Title of the innovation   | Name of Awardee | Awarding Agency | Date of award | Category |
|---------------------------|-----------------|-----------------|---------------|----------|
| NIL                       | NA              | NA              | Nill          | NA       |
| <a href="#">View File</a> |                 |                 |               |          |

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

| Incubation Center         | Name | Sponsered By | Name of the Start-up | Nature of Start-up | Date of Commencement |
|---------------------------|------|--------------|----------------------|--------------------|----------------------|
| NIL                       | NA   | NA           | NA                   | NA                 | Nill                 |
| <a href="#">View File</a> |      |              |                      |                    |                      |

### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

| State | National | International |
|-------|----------|---------------|
| 00    | 00       | 00            |

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

| Name of the Department | Number of PhD's Awarded |
|------------------------|-------------------------|
| <b>Malayalam</b>       | <b>1</b>                |
| <b>Commerce</b>        | <b>1</b>                |

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

| Type                      | Department       | Number of Publication | Average Impact Factor (if any) |
|---------------------------|------------------|-----------------------|--------------------------------|
| <b>National</b>           | <b>Botany</b>    | <b>4</b>              | <b>Nil</b>                     |
| <b>National</b>           | <b>History</b>   | <b>1</b>              | <b>Nil</b>                     |
| <b>National</b>           | <b>Malayalam</b> | <b>11</b>             | <b>Nil</b>                     |
| <b>National</b>           | <b>Commerce</b>  | <b>1</b>              | <b>Nil</b>                     |
| <a href="#">View File</a> |                  |                       |                                |

### 3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

| Department                | Number of Publication |
|---------------------------|-----------------------|
| <b>Malayalam</b>          | <b>5</b>              |
| <b>commerce</b>           | <b>3</b>              |
| <a href="#">View File</a> |                       |

### 3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

| Title of the Paper        | Name of Author | Title of journal | Year of publication | Citation Index | Institutional affiliation as mentioned in the publication | Number of citations excluding self citation |
|---------------------------|----------------|------------------|---------------------|----------------|-----------------------------------------------------------|---------------------------------------------|
| <b>NIL</b>                | <b>NA</b>      | <b>NA</b>        | <b>Nil</b>          | <b>Nil</b>     | <b>NA</b>                                                 | <b>Nil</b>                                  |
| <a href="#">View File</a> |                |                  |                     |                |                                                           |                                             |

### 3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

| Title of the Paper        | Name of Author | Title of journal | Year of publication | h-index    | Number of citations excluding self citation | Institutional affiliation as mentioned in the publication |
|---------------------------|----------------|------------------|---------------------|------------|---------------------------------------------|-----------------------------------------------------------|
| <b>NIL</b>                | <b>NA</b>      | <b>NA</b>        | <b>Nil</b>          | <b>Nil</b> | <b>Nil</b>                                  | <b>NA</b>                                                 |
| <a href="#">View File</a> |                |                  |                     |            |                                             |                                                           |

### 3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

| Number of Faculty                  | International | National  | State     | Local     |
|------------------------------------|---------------|-----------|-----------|-----------|
| <b>Attended/Seminars/Workshops</b> | <b>11</b>     | <b>32</b> | <b>30</b> | <b>25</b> |
| <a href="#">View File</a>          |               |           |           |           |

## 3.4 – Extension Activities

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

| Title of the activities | Organising unit/agency/ collaborating agency | Number of teachers participated in such | Number of students participated in such |
|-------------------------|----------------------------------------------|-----------------------------------------|-----------------------------------------|
|-------------------------|----------------------------------------------|-----------------------------------------|-----------------------------------------|

|                                   |                                         | activities | activities |
|-----------------------------------|-----------------------------------------|------------|------------|
| <b>Youth day celebrations</b>     | <b>N.S.S</b>                            | <b>2</b>   | <b>220</b> |
| <b>Nature camp</b>                | <b>N.S.S/Kerala forestry department</b> | <b>2</b>   | <b>100</b> |
| <b>Helping hands</b>              | <b>N.S.S</b>                            | <b>2</b>   | <b>100</b> |
| <b>Awaerness rally</b>            | <b>N.S.S</b>                            | <b>2</b>   | <b>100</b> |
| <b>Antidrug awareness seminar</b> | <b>NCC</b>                              | <b>2</b>   | <b>200</b> |
| <b>Punnyam poonkavanam</b>        | <b>N.S.S</b>                            | <b>2</b>   | <b>13</b>  |
| <b>Cleaning PHC</b>               | <b>N.S.S</b>                            | <b>2</b>   | <b>100</b> |
| <a href="#">View File</a>         |                                         |            |            |

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

| Name of the activity      | Award/Recognition             | Awarding Bodies                                      | Number of students Benefited |
|---------------------------|-------------------------------|------------------------------------------------------|------------------------------|
| <b>NSS Programme</b>      | <b>Best Programme Officer</b> | <b>National Service Scheme, University of Kerala</b> | <b>100</b>                   |
| <a href="#">View File</a> |                               |                                                      |                              |

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

| Name of the scheme        | Organising unit/Agency/collaborating agency | Name of the activity     | Number of teachers participated in such activities | Number of students participated in such activities |
|---------------------------|---------------------------------------------|--------------------------|----------------------------------------------------|----------------------------------------------------|
| <b>Swachh Bharat</b>      | <b>Govt. of India</b>                       | <b>Summer Internship</b> | <b>2</b>                                           | <b>8</b>                                           |
| <a href="#">View File</a> |                                             |                          |                                                    |                                                    |

### 3.5 – Collaborations

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

| Nature of activity        | Participant | Source of financial support | Duration  |
|---------------------------|-------------|-----------------------------|-----------|
| <b>NIL</b>                | <b>00</b>   | <b>NA</b>                   | <b>00</b> |
| <a href="#">View File</a> |             |                             |           |

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

| Nature of linkage           | Title of the linkage        | Name of the partnering institution/ industry /research lab with contact details | Duration From     | Duration To       | Participant             |
|-----------------------------|-----------------------------|---------------------------------------------------------------------------------|-------------------|-------------------|-------------------------|
| <b>Organisational study</b> | <b>Internship Programme</b> | <b>The Kadakkal Service Co-</b>                                                 | <b>10/04/2018</b> | <b>30/04/2018</b> | <b>Lakshmi Ashna S.</b> |

|                                                                                                                           |                      |                                                                                                                                            |            |            |                                                                        |
|---------------------------------------------------------------------------------------------------------------------------|----------------------|--------------------------------------------------------------------------------------------------------------------------------------------|------------|------------|------------------------------------------------------------------------|
|                                                                                                                           |                      | operative Bank<br>Ltd.No.3456,<br>Kadakkal -<br>691536,<br>Phone 0474<br>2422035                                                           |            |            |                                                                        |
| Basic awareness in GST, Income tax E-filing, Office management, Computer awareness (Excel and word), Inventory management | Internship Programme | Arjun Associates Tax Practitioners, Kottarakkara, Branch Ayur, Phone: 0475 2294599                                                         | 09/04/2018 | 26/04/2018 | Silpa Unni<br>Athulya S. Pillai<br>Vaishnavy S. Geethu G. Nair         |
| Organisational study                                                                                                      | Internship Programme | The Kottarakara Primary Co-operative Agricultural Rural Development Bank Ltd. No.Q1511, Pulamon, Kottarakkara, Kollam, Phone: 0474 2652976 | 20/04/2018 | 07/05/2018 | Anaswar C. Mohan                                                       |
| Organisational study                                                                                                      | Internship Programme | The Chirakkara Service Co-Operative Bank Ltd. No.1894, Chirakkara P.O., Kollam, Phone: 0474 2572071                                        | 04/04/2018 | 08/05/2018 | Ashtami S. Unnimaya I.                                                 |
| Organisational study                                                                                                      | Internship Programme | Rehabilitation Plantations Limited, A Joint Venture of Govt.of Kerala and Govt.of India, Punalur,                                          | 18/04/2018 | 02/05/2018 | Saranya<br>Soman Najida<br>Nazeer<br>Shibina<br>Beegum Agnes<br>Mathew |

|                             |                             |                                                                                                                                                         |                   |                   |                                                                                                                                                                      |
|-----------------------------|-----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|-------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                             |                             | <b>Kollam</b>                                                                                                                                           |                   |                   |                                                                                                                                                                      |
| <b>Organisational study</b> | <b>Internship Programme</b> | <b>Bharat Sanchar Nigam Limited, A Govt.of India Enterprise, Office of the Principal General Manager, BSNL Bhavan, Uppalam Road, Thiruvananthapuram</b> | <b>02/05/2018</b> | <b>21/05/2018</b> | <b>Farsana Beevi R.<br/>Ananthu R. Krishnan<br/>Anju B. Nair<br/>Sreenandana M.V. Ganesh B. Nair<br/>Vijisha L.P<br/>Shabna S.<br/>Saranya S.<br/>Thasni Hussain</b> |

[View File](#)

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

| Organisation | Date of MoU signed | Purpose/Activities | Number of students/teachers participated under MoUs |
|--------------|--------------------|--------------------|-----------------------------------------------------|
| <b>NIL</b>   | <b>Nil</b>         | <b>NA</b>          | <b>Nil</b>                                          |

[View File](#)

## **CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES**

### **4.1 – Physical Facilities**

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

| Budget allocated for infrastructure augmentation | Budget utilized for infrastructure development |
|--------------------------------------------------|------------------------------------------------|
| <b>300000</b>                                    | <b>227933</b>                                  |

4.1.2 – Details of augmentation in infrastructure facilities during the year

| Facilities                               | Existing or Newly Added |
|------------------------------------------|-------------------------|
| <b>Seminar halls with ICT facilities</b> | <b>Existing</b>         |
| <b>Classrooms with LCD facilities</b>    | <b>Existing</b>         |
| <b>Seminar Halls</b>                     | <b>Existing</b>         |
| <b>Laboratories</b>                      | <b>Existing</b>         |
| <b>Class rooms</b>                       | <b>Existing</b>         |
| <b>Campus Area</b>                       | <b>Existing</b>         |

[View File](#)

### **4.2 – Library as a Learning Resource**

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

| Name of the ILMS software | Nature of automation (fully or patially) | Version        | Year of automation |
|---------------------------|------------------------------------------|----------------|--------------------|
| <b>Grandha Soft</b>       | <b>Partially</b>                         | <b>1.0.0.0</b> | <b>2013</b>        |

4.2.2 – Library Services

| Library Service Type      | Existing     |                | Newly Added |               | Total        |                |
|---------------------------|--------------|----------------|-------------|---------------|--------------|----------------|
| <b>Text Books</b>         | <b>38086</b> | <b>8950773</b> | <b>328</b>  | <b>135127</b> | <b>38414</b> | <b>9085900</b> |
| <b>Reference Books</b>    | <b>372</b>   | <b>2563410</b> | <b>4</b>    | <b>9090</b>   | <b>376</b>   | <b>2572500</b> |
| <b>Reference Books</b>    | <b>20</b>    | <b>20000</b>   | <b>1</b>    | <b>600</b>    | <b>21</b>    | <b>20600</b>   |
| <b>Digital Database</b>   | <b>1</b>     | <b>5750</b>    | <b>Nil</b>  | <b>Nil</b>    | <b>1</b>     | <b>5750</b>    |
| <a href="#">View File</a> |              |                |             |               |              |                |

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

| Name of the Teacher       | Name of the Module | Platform on which module is developed | Date of launching e-content |
|---------------------------|--------------------|---------------------------------------|-----------------------------|
| <b>NIL</b>                | <b>NA</b>          | <b>NA</b>                             | <b>Nil</b>                  |
| <a href="#">View File</a> |                    |                                       |                             |

#### 4.3 – IT Infrastructure

##### 4.3.1 – Technology Upgradation (overall)

| Type            | Total Computers | Computer Lab | Internet | Browsing centers | Computer Centers | Office   | Departments | Available Bandwidth (MBPS/GBPS) | Others   |
|-----------------|-----------------|--------------|----------|------------------|------------------|----------|-------------|---------------------------------|----------|
| <b>Existing</b> | <b>45</b>       | <b>21</b>    | <b>0</b> | <b>0</b>         | <b>0</b>         | <b>3</b> | <b>21</b>   | <b>30</b>                       | <b>0</b> |
| <b>Added</b>    | <b>9</b>        | <b>4</b>     | <b>0</b> | <b>0</b>         | <b>0</b>         | <b>3</b> | <b>2</b>    | <b>0</b>                        | <b>0</b> |
| <b>Total</b>    | <b>54</b>       | <b>25</b>    | <b>0</b> | <b>0</b>         | <b>0</b>         | <b>6</b> | <b>23</b>   | <b>30</b>                       | <b>0</b> |

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

|                      |
|----------------------|
| <b>35 MBPS/ GBPS</b> |
|----------------------|

##### 4.3.3 – Facility for e-content

| Name of the e-content development facility | Provide the link of the videos and media centre and recording facility |
|--------------------------------------------|------------------------------------------------------------------------|
| <b>NA</b>                                  | <a href="#">NA</a>                                                     |

#### 4.4 – Maintenance of Campus Infrastructure

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

| Assigned Budget on academic facilities | Expenditure incurred on maintenance of academic facilities | Assigned budget on physical facilities | Expenditure incurred on maintenance of physical facilities |
|----------------------------------------|------------------------------------------------------------|----------------------------------------|------------------------------------------------------------|
| <b>1000000</b>                         | <b>990650</b>                                              | <b>600000</b>                          | <b>514539</b>                                              |

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

The college has well established systems and procedures for maintaining and utilizing physical, academic and support facilities. The comprehensive infrastructure of the College is constituted by elementary features like buildings, classrooms and playgrounds, and advanced attributes like ICT-enabled classrooms and laboratory facilities. Facilities for curricular, co-curricular and extra-curricular activities are available and often maintained and managed in such a way that they are freely accessible to all the students. Heads of the Departments and faculty are in charge of their respective department laboratory and they keep the stock register and monitor the use of labs. There are attendants who are given the responsibility to assist the activities at the lab and they perform duties like opening and closing the laboratories, collecting the specimen needed for experiments, maintaining instruments and equipment, preparing solutions / materials, etc. Lab assistants are present during all sessions to provide the necessary support. The labs are maintained in clean and hygienic manner. The library of the college has a huge collection of books, which includes the ones for reference, journals, and NLIST databases. The standard infrastructure includes the wooden tables and chairs with appropriate ventilation, fans, lights, etc. A Library Advisory Committee which comprises of teachers and students is constituted to give needed guidance and suggestions.

The library extends its services to support research and conduct awareness programmes for accessing digital information. Library is partially automated with the Grandha software. The sports activities of the college are managed by the Physical Education Department. The college has adequate sports facilities and play grounds which are utilized by the staff and students to the maximum.

Intercollegiate events are also organized by the college to encourage the students to participate in sports activities. Campus is well maintained and plastic free. Rainwater harvesting is carried out. The college has adequate power backup and drinking water with purifier. There are security personnel round the clock in the campus who ensure the safety and security of all estate, infrastructure, entry points, etc. CCTV surveillance in the key positions of the main building and in some classrooms which serve as examination halls ensures more transparency and security. The major funds which aid in the enrichment and maintenance of infrastructural facilities are from the Management, the PTA, the government (PD, UGC), Minor Research Projects and Major Research Projects. The college ensures optimum utilization of existing funds for infrastructure development through Planning Forum and IQAC. The IQAC monitors the totality of the modus operandi related to the optimal use and maintenance of the whole system. The bodies like Academic committee, Library committee, ICT committee, etc. ensure absolute use of the classrooms, library, IT tools, etc. The Planning Board, Purchase Committee, PTA and the College Council play vital roles in the efficacious functioning of the system. The enhancement of infrastructure and reinforcement of the existing infrastructure on a continuous basis according to the growing need of the institution are our basic priorities.

<http://www.nsscnilamel.org/facility>

## **CRITERION V – STUDENT SUPPORT AND PROGRESSION**

### **5.1 – Student Support**

#### **5.1.1 – Scholarships and Financial Support**

|                                             | Name/Title of the scheme | Number of students | Amount in Rupees |
|---------------------------------------------|--------------------------|--------------------|------------------|
| <b>Financial Support from institution</b>   | <b>CARE</b>              | <b>10</b>          | <b>50000</b>     |
| <b>Financial Support from Other Sources</b> |                          |                    |                  |

|                           |                                                                                                                                                                                                       |             |                |
|---------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|----------------|
| <b>a) National</b>        | <b>CH Mohammad Koya<br/>Scholarship<br/>Snehapoorvam<br/>scholarship<br/>Prof. Joseph<br/>Mundassery<br/>scholarship PTA E-<br/>Grantz Central<br/>sector Higher<br/>education<br/>scholarship II</b> | <b>1226</b> | <b>3385045</b> |
| <b>b) International</b>   | <b>NA</b>                                                                                                                                                                                             | <b>Nil</b>  | <b>Nil</b>     |
| <a href="#">View File</a> |                                                                                                                                                                                                       |             |                |

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

| Name of the capability enhancement scheme           | Date of implementation | Number of students enrolled | Agencies involved                       |
|-----------------------------------------------------|------------------------|-----------------------------|-----------------------------------------|
| <b>Mushroom Cultivation</b>                         | <b>21/11/2018</b>      | <b>75</b>                   | <b>Department of Botany</b>             |
| <b>Skill Care for life- Learning through skills</b> | <b>27/08/2018</b>      | <b>20</b>                   | <b>ED Club.KTDC</b>                     |
| <b>Personality and interpersonal Skills</b>         | <b>03/09/2018</b>      | <b>56</b>                   | <b>Department of Commerce</b>           |
| <b>Physical fitness</b>                             | <b>27/09/2018</b>      | <b>129</b>                  | <b>Department of Physical Education</b> |
| <b>Health and Hygiene</b>                           | <b>10/08/2018</b>      | <b>55</b>                   | <b>Health Club</b>                      |
| <b>Bridge Course</b>                                | <b>03/08/2018</b>      | <b>530</b>                  | <b>All Departments</b>                  |
| <a href="#">View File</a>                           |                        |                             |                                         |

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

| Year                      | Name of the scheme  | Number of benefited students for competitive examination | Number of benefited students by career counseling activities | Number of students who have passed in the comp. exam | Number of students placed |
|---------------------------|---------------------|----------------------------------------------------------|--------------------------------------------------------------|------------------------------------------------------|---------------------------|
| <b>2018</b>               | <b>NET Coaching</b> | <b>48</b>                                                | <b>Nil</b>                                                   | <b>3</b>                                             | <b>Nil</b>                |
| <b>2018</b>               | <b>JAM Coaching</b> | <b>12</b>                                                | <b>Nil</b>                                                   | <b>1</b>                                             | <b>Nil</b>                |
| <a href="#">View File</a> |                     |                                                          |                                                              |                                                      |                           |

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

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

**5.2 – Student Progression****5.2.1 – Details of campus placement during the year**

| On campus                     |                                 |                           | Off campus                    |                                 |                           |
|-------------------------------|---------------------------------|---------------------------|-------------------------------|---------------------------------|---------------------------|
| Name of organizations visited | Number of students participated | Number of students placed | Name of organizations visited | Number of students participated | Number of students placed |
| <b>NIL</b>                    | <b>Nil</b>                      | <b>Nil</b>                | <b>NA</b>                     | <b>Nil</b>                      | <b>Nil</b>                |
| <a href="#">View File</a>     |                                 |                           |                               |                                 |                           |

**5.2.2 – Student progression to higher education in percentage during the year**

| Year                      | Number of students enrolling into higher education | Programme graduated from | Department graduated from | Name of institution joined                                                         | Name of programme admitted to |
|---------------------------|----------------------------------------------------|--------------------------|---------------------------|------------------------------------------------------------------------------------|-------------------------------|
| <b>2019</b>               | <b>2</b>                                           | <b>commerce</b>          | <b>commerce</b>           | <b>University Institute of technology, Pirappancode Iqbal College, Peringamala</b> | <b>MCOM</b>                   |
| <b>2019</b>               | <b>12</b>                                          | <b>English</b>           | <b>English</b>            | <b>Different Institutions</b>                                                      | <b>MA English</b>             |
| <b>2019</b>               | <b>5</b>                                           | <b>Economics</b>         | <b>Economics</b>          | <b>Different Institutions</b>                                                      | <b>MA Economics</b>           |
| <b>2019</b>               | <b>11</b>                                          | <b>Physics</b>           | <b>Physics</b>            | <b>Different Institutions</b>                                                      | <b>MSC Physics</b>            |
| <b>2019</b>               | <b>8</b>                                           | <b>Zoology</b>           | <b>Zoology</b>            | <b>Different Institutions</b>                                                      | <b>MSC Zoology</b>            |
| <b>2019</b>               | <b>14</b>                                          | <b>History</b>           | <b>History</b>            | <b>Different Institutions</b>                                                      | <b>MA History</b>             |
| <b>2019</b>               | <b>4</b>                                           | <b>BioChemistry</b>      | <b>BioChemistry</b>       | <b>Different Institutions</b>                                                      | <b>MSC Bio chemistry</b>      |
| <b>2019</b>               | <b>14</b>                                          | <b>mathematics</b>       | <b>mathematics</b>        | <b>Different Institutions</b>                                                      | <b>MSC Mathematics</b>        |
| <b>2019</b>               | <b>8</b>                                           | <b>Malayalam</b>         | <b>Malayalam</b>          | <b>Different Institutions</b>                                                      | <b>MA malayalam</b>           |
| <b>2019</b>               | <b>14</b>                                          | <b>Chemistry</b>         | <b>Chemistry</b>          | <b>Different Institutions</b>                                                      | <b>MSC Chemistry</b>          |
| <a href="#">View File</a> |                                                    |                          |                           |                                                                                    |                               |

**5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)**

| Items                     | Number of students selected/ qualifying |
|---------------------------|-----------------------------------------|
| <b>NET</b>                | <b>3</b>                                |
| <b>Any Other</b>          | <b>1</b>                                |
| <a href="#">View File</a> |                                         |

#### 5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

| Activity                  | Level             | Number of Participants |
|---------------------------|-------------------|------------------------|
| <b>cultural</b>           | <b>university</b> | <b>1</b>               |
| <b>cultural</b>           | <b>college</b>    | <b>100</b>             |
| <b>sports</b>             | <b>College</b>    | <b>96</b>              |
| <b>Sports</b>             | <b>University</b> | <b>96</b>              |
| <a href="#">View File</a> |                   |                        |

### 5.3 – Student Participation and Activities

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

| Year                      | Name of the award/medal                   | National/ Internaional | Number of awards for Sports | Number of awards for Cultural | Student ID number        | Name of the student                                                                                                                                                                                                                                                                                                                                 |
|---------------------------|-------------------------------------------|------------------------|-----------------------------|-------------------------------|--------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>2019</b>               | <b>National participation</b>             | <b>National</b>        | <b>19</b>                   | <b>Nill</b>                   | <b>Nill</b>              | <b>Jincy Lukose<br/>Gopika V S<br/>Arya C S<br/>Amal S<br/>Kumar<br/>Karthik S<br/>Ajas N<br/>Veerendran V Nair<br/>Aravind V<br/>S Anakha<br/>Nandan<br/>Aparna M L<br/>Aswathy<br/>Raj Jincy<br/>Lukose<br/>Sruthi S<br/>Amal S<br/>Kumar<br/>Akhil A<br/>Karthik S<br/>Aparna M L<br/>Aswathy<br/>Raj Anakha<br/>Nandan<br/>Jincy<br/>Lukose</b> |
| <b>2019</b>               | <b>University participation III place</b> | <b>Nill</b>            | <b>Nill</b>                 | <b>1</b>                      | <b>22012455<br/>8265</b> | <b>Theertha Nair A.</b>                                                                                                                                                                                                                                                                                                                             |
| <a href="#">View File</a> |                                           |                        |                             |                               |                          |                                                                                                                                                                                                                                                                                                                                                     |

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

**ACTIVITY OF STUDENT COUNCIL AND REPRESENTATION OF STUDENTS IN ACADEMIC AND ADMINISTRATIVE BODIES** The college student council comprising of nominated

members from students, have an active representation in academic and administrative bodies of the Institution. The student's council acts as a link between the students' body and institutional administration. It is indeed a stage for the students to exhibit their management capabilities in administration as well as the academic and cultural activities of the institution. The student's council often meets the faculty members to discuss certain activities or to find solution for issues, problems arising if any. Their valuable suggestions are taken care of and proper steps are done to implement them as well. All classes have class representatives for each course comprising two class representatives a boy and a girl from each class. These students gather regular feedback from students on all aspects of the programme and respective courses. For each class there is a teacher mentor to help students and supported by the class representative to listen to the suggestions and grievances about academic as well as administrative matters. Students also show lot of support in innovative practices and best practices of the college. The student council is also responsible for organizing various extracurricular events in the college. In the case of college magazine there is one student editor for enhancing creative and writing skills of students and to ensure their participation. N.S. S is one of the active units in our college that enhances the social and interpersonal skills of the students. Student representation is also there in National service scheme committee. They help arranging and managing the programmes and in NSS annual special village camps.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

Conducted department level alumni meeting

#### CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

##### 6.1 – Institutional Vision and Leadership

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

Institution focuses on decentralization and participative management to enhance the quality at various levels - Management, Principal, IQAC committee, NAAC committee, various committees, administrative and non teaching staff, NCC, NSS, all working together by sharing the responsibilities and participate in the growth of institution by working according to the aims and objectives of the Institution. The management authority does periodical reviews about the working of the college in its executive council meeting and working committee meeting. In accordance with that necessary guidance and directives are issued. The staff members of the college receives motivation and support for all the activities from the management The budget is designed to attain quality teaching and learning aspects of the college and is prepared prior to the commencement of the academic year. The College administration supports the development and execution of policies, programs, and initiative that are associated with the vision and mission of the college. Principal is the administrative and academic

Head, followed by voice principal and department heads. Principal conducts regular meetings of department, of the staff members. The Principal is followed by the office superintendent on administrative grounds. The Principal, Heads of the departments, teaching and non teaching faculty along with student union members, class student representatives together works for the progress of institution All the departments and head of the department perform their role and responsibilities initiated with the vision and mission of the college. Faculty members are given representation in various committees/cells nominated by the principal and the Governing body, in the IQAC and other committees. The Principal along with the Teachers of different committees work together in planning and implementing different academic, student administration and related things. In the administration non teaching staff plays crucial role as well. The participation of students in Sports, NSS, NCC, extracurricular activities is encouraged in order to attain overall development of students. The cultural committees promote to the students to actively participate in drama competitions and debating oratory competitions outside the college in various competitions

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

Partial

## 6.2 – Strategy Development and Deployment

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

| Strategy Type          | Details                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Curriculum Development | The college is affiliated to the University of Kerala and follows the syllabus and curriculum framed by it. So there is limited flexibility regarding the development of programmes. However, suggestions and issues regarding the curriculum and syllabus are informed to the university through the board of studies members of the college.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| Teaching and Learning  | At the beginning of the academic year, the academic committee of the college prepares the academic calendar in tune with the university calendar. They are also in charge of preparing a master time table for the college. IQAC directs the departments to conduct seminars, invited talks and other activities for providing quality education. Each department conducts meetings to prepare their own time table and academic calendar, discuss term-wise allocation of syllabus to teachers, and assign assignments and seminars to students. Faculty members prepare the lesson plan and it is periodically monitored by the HODs to ensure the quality of teaching. To evaluate faculty members with regard to the teaching learning process, feedbacks are collected from students and parents and they are duly assessed |

and evaluated to take actions, if necessary. ICT tools are extensively used in class rooms both by the members of the faculty and the students.

Remedial, mentoring and tutorial classes are taken time-bound by each department. Submission of the monthly attendance of students to the Attendance committee is done at the close of every month and necessary actions are taken if any student is noticed to have shortage of attendance.

A minimum of one PTS meeting is conducted by the departments every semester to discuss the performance of their wards as well as to discuss any matter that requires attention. Class tests are conducted regularly and centralised internal examinations are conducted every semester, which are followed by the preparation of the continuous evaluation marks, which are published on the notice board prior to being uploaded on the university portal. College library provides INFLIBNET facility for members of faculty and students which provides access to a large treasure of e-books and journals for academic reference. Books and periodicals are added to the college library every year. To boost the curricular and co-curricular competence of the students, programmes like Walk with the Scholar, Student Support Programme and Additional Skill Acquisition Programme are conducted in accordance with the guidelines issued by the government of Kerala.

#### Examination and Evaluation

An internal examination monitoring committee functions in the college to oversee the conduct of centralised internal examination in the course of every semester. ? The college level monitoring committee, departmental level monitoring committee and the faculty advisors in charge of the concerned courses are responsible for the continuous evaluation of students.

Taking into consideration the regulations put forth by the university in this regard, they prepare the score sheets of students. According to the university mandate, they evaluate students on the basis of their performance in the internal examinations, seminars/assignments and percentage of attendance. ? In addition to the conduct of centralized internal

examinations, the departments of the college also conduct class tests on a periodic basis to keep track of the progress of students. ? The end semester examinations are conducted by the University as per the University mandatesTeacher evaluation is done at the end of the academic year and this is done by collecting feedbacks from students through a formal feedback mechanism.

#### Research and Development

The College has a research committee working prudentially to encourage advanced learning and research among the teaching and learning community of the campus. The committee works under the leadership of Dr. Sivu A.R., Assistant Professor, Department of Botany, who functions as its coordinator. The main aim of the committee is to promote the research activities of the college. The committee meets regularly to discuss the research status of the members of the faculty and to adopt necessary measures required to motivate the teaching community towards academic excellence. The committee keeps track of the important dates for submitting various major and minor projects and encourage them to apply for the same. To inculcate the spirit of research among students, the committee takes initiatives to conduct orientation programmes to assist students in their preparation of academic projects and assignments. The Department of Malayalam and Commerce, being the PG Departments of the college, maintain close association with the research committee, and they jointly organize special sessions for PG students to improve the spirit of research among them. As a noteworthy achievement in this direction, The Department of Malayalam has published a journal "Malayala Sahithi Sahithya Gaveshana Samahitham"with ISSN 978 - 93- 81423 - 20 -2

#### Library, ICT and Physical Infrastructure / Instrumentation

Library ? College Library has 38479 books and subscribes 7 newspapers and 20 journals. ? Subscription of digital data base N List. ? Feedback is obtained from students and staff and their suggestions are duly considered to improve library services. Physical infrastructure / instrumentation ?

Departments are frequently contacted to ensure that the computers, its hardware and software components are in perfect working conditions. Necessary maintenances, if any, are done in a time-bound manner. ? Number of Desktop computers – 55, Printers – 13 and projectors – 12. ? Public Address Systems, chairs and White boards. ? Renovation of class rooms are done: infrastructure enhanced with more tube lights and fans. Electrical maintenances are done: issues regarding wiring are rectified.

#### Human Resource Management

College Council, committees, various clubs, teaching and non-teaching staff associations working in the college provide moral and material support to all the activities of the college. ? The various clubs functioning in the college provide the teachers a platform to express and improve their leadership qualities. ? The participation of students in various club activities facilitates them with exposure and an opportunity to keep them informed of their social commitments. ? Non teaching staff participate in various aptitude training and skill development programmes for the upgradation of their skills and abilities to equip them for enhanced performance. ? Members of the teaching faculty are encouraged to dedicate valuable time for attending courses/conferences/workshops/training programmes etc. to expand their knowledge and to make respectable contributions to the academic canon

#### Industry Interaction / Collaboration

The Entrepreneurship Development Club is instrumental in cultivating and developing entrepreneurship skills among the students. The ED club conducted skill enhancement workshops and arranged talks by prominent entrepreneurs for providing a sense of direction and motivation for the students.

#### Admission of Students

The admission of the students is made by the admission committee from the allotted list of students through centralised online allotment procedure of the University of Kerala. Accordingly, 50 of the seats are filled with students from the general merit, of which one seat goes to PWD category, if any applicants are present. 20 of the seats are reserved for SC/ST

category, 20 for Management Quota and 10 for the Community merit quota as per government rules. There is also a provision to give admission to students having exceptional sports/games record, which comprises the sports quota.

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

| E-governance area                    | Details                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|--------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Planning and Development</b>      | Planning and Development activities of an academic year is initiated by the IQAC, College council and administrative bodies. Proposed future plans are scrutinized by college council extending preference to future progression. The accepted proposals of each department is implemented by financial aids from government and PTA. The academic committee audits the academic performance and provides remedial measures for the same.                                                                                                                               |
| <b>Administration</b>                | E-Governance provides the smooth functioning in the administration of college through an office automation software, which allows the chief of the administration to help students and teachers for collecting the documents of admitted candidates and provides the transfer certificate by automation. Scholarships applications are also processed through e-governance platform that make easier to college staff and students. One of the administrative bodies named purchase committee do the e-tendering by official website and received through college mail. |
| <b>Finance and Accounts</b>          | Finance and Accounts of the administrative section are maintained through nationalized banks carrying separate accounts for each section. The salary bills of teaching and non-teaching staffs are processed through SPARK, an imitative of e-governance by Govt. of Kerala. Faculty members are capable of doing Income tax estimation or TDS calculation and e-Filing of returns in online mode. TDS is filed quarterly with the assistances of tax consultants.                                                                                                      |
| <b>Student Admission and Support</b> | The college ensures admission procedure with strict adherence to the reservation policies of government. Therefore, the student's inclusion process of the college is systematic and in par with the University norms. Being affiliated by the University of                                                                                                                                                                                                                                                                                                            |

|                    |                                                                                                                                                                                                                                                                                                                                                                |
|--------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                    | Kerala, the university has a centralized admission portal administrated by the university for UG, PG and Research courses provides a translucent procedure for admission through merit.                                                                                                                                                                        |
| <b>Examination</b> | Being affiliated by the University of Kerala, University provides an exam portal for students through online mode.Registration of exam, fee remittance, hall tickets, issue of question paper for PG courses, exam attendance, uploading of CE marks, Publications of Results, mark lists etc. being done through online examination portal of the university. |

### 6.3 – Faculty Empowerment Strategies

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

| Year                      | Name of Teacher    | Name of conference/<br>workshop attended<br>for which financial<br>support provided | Name of the<br>professional body for<br>which membership<br>fee is provided | Amount of support |
|---------------------------|--------------------|-------------------------------------------------------------------------------------|-----------------------------------------------------------------------------|-------------------|
| 2019                      | Aneesh A S         | All India<br>Accounting<br>Conference ,<br>jaipur<br>university                     | All India<br>Accounting<br>Association                                      | 5000              |
| 2019                      | aneesh a S         | Indian<br>Commerce<br>Association                                                   | Indian<br>Commerce<br>Association                                           | 5000              |
| Nill                      | Lekhmi M R         | Indian<br>Commerce<br>Association                                                   | Indian<br>Commerce<br>Association                                           | 5000              |
| Nill                      | Krishnakumari<br>A | Indian<br>Commerce<br>Association                                                   | Indian<br>Commerce<br>Association                                           | 5000              |
| <a href="#">View File</a> |                    |                                                                                     |                                                                             |                   |

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

| Year                      | Title of the<br>professional<br>development<br>programme<br>organised for<br>teaching staff | Title of the<br>administrative<br>training<br>programme<br>organised for<br>non-teaching<br>staff | From date  | To Date    | Number of<br>participants<br>(Teaching<br>staff) | Number of<br>participants<br>(non-teaching<br>staff) |
|---------------------------|---------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|------------|------------|--------------------------------------------------|------------------------------------------------------|
| 2019                      | Workshop                                                                                    | Income<br>Tax filing                                                                              | 26/02/2019 | 26/02/2019 | 40                                               | 4                                                    |
| <a href="#">View File</a> |                                                                                             |                                                                                                   |            |            |                                                  |                                                      |

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

| Title of the professional development programme                                                                                             | Number of teachers who attended | From Date  | To date    | Duration |
|---------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|------------|------------|----------|
| Orientation programme , UGC-HRDC ,University of Kerala                                                                                      | 1                               | 04/09/2018 | 01/10/2018 | 27       |
| Refresher course in commerce and management , UGC-HRDC ,University of Kerala                                                                | 1                               | 27/07/2018 | 26/08/2018 | 21       |
| Short term course in Disaster Management conducted by UGC-Human RESOURCE Development Centre, Universtity of Kerala, Kariavattom, Trivandrum | 1                               | 18/07/2018 | 25/07/2018 | 7        |
| Orientation programme , UGC-HRDC ,University of Kerala                                                                                      | 1                               | 26/04/2019 | 23/05/2019 | 27       |
| Orientation programme , UGC-HRDC ,University of Calicut                                                                                     | 1                               | 19/06/2018 | 16/07/2018 | 27       |
| Refresher Programme                                                                                                                         | 1                               | 30/10/2018 | 21/11/2018 | 21       |
| <a href="#">View File</a>                                                                                                                   |                                 |            |            |          |

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

| Teaching  |           | Non-teaching |           |
|-----------|-----------|--------------|-----------|
| Permanent | Full Time | Permanent    | Full Time |
| 3         | 3         | Nil          | Nil       |

6.3.5 – Welfare schemes for

| Teaching                                                         | Non-teaching                                              | Students                                                  |
|------------------------------------------------------------------|-----------------------------------------------------------|-----------------------------------------------------------|
| Pension schemes, Provident Fund, Group Insurance Scheme, College | Pension schemes, Provident Fund, Group insurance, College | Merit Scholarship by Central and State Governments, Prof. |

canteen, Accidental Benefit Schemes, State Life Insurance, Festival allowance, Festival advance, Leave surrender benefits etc. as per the norms of the Govt. of Kerala.

canteen, Accidental Benefit Schemes, Festival allowance, Festival advance, Leave surrender benefits etc as per the norms of Govt of Kerala

Gopakumaran Nair memorial endowment, KPCR fee concessions, Post metric scholarship, scholarship for person with disabilities, Students group insurance scheme, College canteen, Career guidance, Remedial coaching.

#### 6.4 – Financial Management and Resource Mobilization

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

N.S.S. College has a transparent, well planned financial management system and conducts internal and external audits of the college books of accounts for the respective financial year. Internal audit is done by qualified chartered accountant. External Audit is done by the directorate of Collegiate Education. At the time of annual audits, the audit team verifies all the documents related to the various public funds received and utilised by the college. Objections and questions of any kind during the audit were promptly addressed by presenting relevant documents to the auditors and final accounts are settled. Every effort was put in to maintain transparency in the financial records, and also to record corresponding documents of every financial transaction. The Accountant General, Kerala also conduct their periodic verification of all the accounts sanctioned by the Government. Their suggestions and directions are also incorporated in the further utilization of the funds. All the funds sanctioned by the Management is also audited internally and externally. The institution has a strong financial advisory board for Management Funds and all the accounts sanctioned is audited internally as well as externally. On behalf of the Management, all daily transactions are verified by the Secretary of the College central Committee. The internal audit of Management accounts is done by the Treasurer, NSS Central Committee periodically. Any kind of objections and questions if arise, during the audit, were promptly addressed by presenting relevant documents to the auditors. Every effort was put in to maintain transparency in the financial records, and also to record corresponding documents of every financial transaction

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

| Name of the non government funding agencies /individuals | Funds/ Grnats received in Rs. | Purpose                                                          |
|----------------------------------------------------------|-------------------------------|------------------------------------------------------------------|
| PTA                                                      | 3688146                       | Infrastructure augmentation for academic and physical facilities |
| <a href="#">View File</a>                                |                               |                                                                  |

6.4.3 – Total corpus fund generated

2261850

#### 6.5 – Internal Quality Assurance System

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

| Audit Type | External |            | Internal |           |
|------------|----------|------------|----------|-----------|
|            | Yes/No   | Agency     | Yes/No   | Authority |
| Academic   | Yes      | University | Yes      | College   |

|                       |            |                                                                            |            |                            |
|-----------------------|------------|----------------------------------------------------------------------------|------------|----------------------------|
|                       |            |                                                                            |            | <b>Council</b>             |
| <b>Administrative</b> | <b>Yes</b> | <b>Dy. DCE<br/>audit,<br/>Accountant<br/>General audit,<br/>Management</b> | <b>Yes</b> | <b>College<br/>Council</b> |

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

**The College level PTA meets regularly to discuss and take into consideration the welfare of the students and to monitor the functioning of the college. • Financial assistance is provided to students to help them participate in various competitions related to the university youth festival and other cultural activities. • PTA provides financial assistance to Guest lecturers, Security staff, Cleaning staff, and a temporary Computer lab assistant. • Department level PTA meets at least once in every semester to discuss the performance of students and adopt necessary measures if any regression is observed from the part of a student. Feedback mechanism is maintained and its assessment is taken into account for improving the teaching and evaluation process. • In association with IQAC, the PTA has constituted endowments and prizes for both UG and PG students who excel in University Examinations and the same are awarded on the MERIT Day . • In association with IQAC, the PTA has constituted endowments and prizes for students who exhibit talents in sports and other co-curricular activities**

**6.5.3 – Development programmes for support staff (at least three)**

**Support staff attended skills enhancement workshops to improve their aptitude and efficiency Support to improve the Professional Development Give financial assistance to attend various seminars and conferences**

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

**To keep the Campus Clean, IQAC, NSS and NCC informed the students to bring lunch in their lunch boxes and avoid the use of non-biodegradable objects like plastic carry bags The College level PTA meets regularly to discuss and take into consideration the welfare of the students and to monitor the functioning of the college. Provided skill enhancement workshop to teaching and non-teaching staff bags.**

**6.5.5 – Internal Quality Assurance System Details**

|                                        |            |
|----------------------------------------|------------|
| a) Submission of Data for AISHE portal | <b>Yes</b> |
| b)Participation in NIRF                | <b>Nil</b> |
| c)ISO certification                    | <b>Nil</b> |
| d)NBA or any other quality audit       | <b>Nil</b> |

**6.5.6 – Number of Quality Initiatives undertaken during the year**

| <b>Year</b> | <b>Name of quality initiative by IQAC</b>            | <b>Date of conducting IQAC</b> | <b>Duration From</b> | <b>Duration To</b> | <b>Number of participants</b> |
|-------------|------------------------------------------------------|--------------------------------|----------------------|--------------------|-------------------------------|
| <b>2018</b> | <b>Workshop on ICT enabled teaching and learning</b> | <b>31/07/2018</b>              | <b>31/07/2018</b>    | <b>31/07/2018</b>  | <b>47</b>                     |
| <b>2018</b> | <b>Seminar on Lifestyle and heart</b>                | <b>04/10/2018</b>              | <b>04/10/2018</b>    | <b>04/10/2018</b>  | <b>40</b>                     |

|                           | disease                                                  |            |            |            |    |
|---------------------------|----------------------------------------------------------|------------|------------|------------|----|
| 2018                      | Seminar on Bonding in Coordination complexes             | 26/10/2018 | 26/10/2018 | 26/10/2018 | 50 |
| 2019                      | Natinal Science day celebration                          | 25/02/2019 | 25/02/2018 | 25/02/2018 | 70 |
| 2019                      | Workshop on Basic Electrical Skill Development           | 18/01/2019 | 18/01/2019 | 18/01/2019 | 68 |
| 2018                      | Invited talk on Bee Keeping                              | 11/07/2018 | 11/07/2018 | 11/07/2018 | 53 |
| 2019                      | Seminar on Impact of Climate change on Wetland and Biota | 01/12/2019 | 01/12/2019 | 01/12/2019 | 43 |
| 2019                      | Zoogalleria - exhibition College level                   | 15/03/2019 | 15/03/2019 | 15/03/2019 | 40 |
| 2019                      | UrjaKiran Awareness class on Energy conservation         | 16/03/2019 | 16/03/2019 | 16/03/2019 | 15 |
| 2018                      | Internatio nal Ozone Day celebration                     | 18/09/2018 | 18/09/2019 | 18/09/2019 | 63 |
| <a href="#">View File</a> |                                                          |            |            |            |    |

## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

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

| Title of the programme  | Period from | Period To  | Number of Participants |      |
|-------------------------|-------------|------------|------------------------|------|
|                         |             |            | Female                 | Male |
| Womens Day celebrations | 08/03/2019  | 08/03/2019 | 250                    | 50   |

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

|                                                                                       |
|---------------------------------------------------------------------------------------|
| Percentage of power requirement of the University met by the renewable energy sources |
| The institution together with Environmental Club, NCC, and NSS etc. give              |

importance on proper disposal of waste material in the campus persisting on the three "R" s of sustainability: Reduce, Reuse and Recycle. The institution provides awareness to avoid the usage of non-degradable wastes through campaigns and accumulated waste is separated to solid, liquid and e-waste.

#### 7.1.3 – Differently abled (Divyangjan) friendliness

| Item facilities                | Yes/No     | Number of beneficiaries |
|--------------------------------|------------|-------------------------|
| <b>Ramp/Rails</b>              | <b>Yes</b> | <b>14</b>               |
| <b>Scribes for examination</b> | <b>Yes</b> | <b>8</b>                |

#### 7.1.4 – Inclusion and Situatedness

| Year        | Number of initiatives to address locational advantages and disadvantages | Number of initiatives taken to engage with and contribute to local community | Date              | Duration    | Name of initiative                 | Issues addressed                                                            | Number of participating students and staff |
|-------------|--------------------------------------------------------------------------|------------------------------------------------------------------------------|-------------------|-------------|------------------------------------|-----------------------------------------------------------------------------|--------------------------------------------|
| <b>2018</b> | <b>1</b>                                                                 | <b>Nill</b>                                                                  | <b>14/01/2019</b> | <b>Nill</b> | <b>Knowledge sharing Programme</b> | <b>share the knowledge to the students from nearby schools</b>              | <b>30</b>                                  |
| <b>2018</b> | <b>Nill</b>                                                              | <b>Nill</b>                                                                  | <b>Nill</b>       | <b>Nill</b> | <b>CARE</b>                        | <b>Financial support</b>                                                    | <b>50</b>                                  |
| <b>2019</b> | <b>Nill</b>                                                              | <b>Nill</b>                                                                  | <b>Nill</b>       | <b>Nill</b> | <b>Flood relief</b>                | <b>Proper sanitization and shortage of cloths and other essential goods</b> | <b>197</b>                                 |
| <b>2019</b> | <b>Nill</b>                                                              | <b>Nill</b>                                                                  | <b>Nill</b>       | <b>Nill</b> | <b>Blood Donation</b>              | <b>Donating life blood to needy people</b>                                  | <b>42</b>                                  |

[View File](#)

#### 7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

| Title                   | Date of publication | Follow up(max 100 words)                                                                                                                         |
|-------------------------|---------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>College calender</b> | <b>21/09/2018</b>   | <b>Generally college calendar is distributed to the students at the beginning of the academic year . College calendar provides the awareness</b> |

|                     |            |                                                                                                                                                                                                                                                                                                                                                                                                                      |
|---------------------|------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                     |            | about the college ,Course, Code of conduct, Departments, Important days ,Clubs and committees, Management details etc. It also provides a comprehensive idea about the semester exams, continuous assessment and instills awareness of the Grievance - Redresses Cell for the students.                                                                                                                              |
| Department Handbook | 12/11/2018 | Department handbook is maintained in all departments which provide the detailed information about syllabus, curriculum, teachers list .It also provides the list of top students in the department. It gives the awareness about the Credit and semester system, Academic calendar of internal exam etc. It provides the information about the activities conducted by the department during the last academic year. |

7.1.6 – Activities conducted for promotion of universal Values and Ethics

| Activity                                               | Duration From | Duration To | Number of participants |
|--------------------------------------------------------|---------------|-------------|------------------------|
| Model Parliament                                       | 14/12/2018    | 14/02/2019  | 46                     |
| 'Know Your College'                                    | 13/08/2018    | 13/08/2018  | 450                    |
| World Environment Day                                  | 05/06/2018    | 05/06/2018  | 125                    |
| awareness programmes about the impact of deforestation | 06/06/2018    | 06/06/2018  | 125                    |
| campaigns and rallies against narcotic activities.     | 26/06/2018    | 26/06/2018  | 220                    |
| Blood donation and free medical camps                  | 20/12/2018    | 20/12/2018  | 20                     |
| Participation in flood relief                          | 10/09/2018    | 12/09/2018  | 25                     |

[View File](#)

### 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

To keep the Campus Clean, IQAC, NSS and NCC informed the students to bring lunch in their lunch boxes and avoid the use of non-biodegradable objects like plastic carry bags. • In collaboration with the Forestry Department of the Government of Kerala, NSS and NCC units of the college planted more than 50 saplings during the academic year. • Department of Botany has undertaken initiatives to conduct programmes under the scheme of Star Forest. • Campus cleaning programmes are conducted frequently under the auspices of IQAC, NSS and NCC units to make the campus eco - friendly. • In order to inculcate the principles of Swatch Bharath Mission, NCC units of the college organized “Pledge my support” programme for the students.

## 7.2 – Best Practices

### 7.2.1 – Describe at least two institutional best practices

CARE(Charity, Adopting and Empathy, Responsibility) is a charity organisation, which collects donation from the kind and generous faculty of the college on a monthly basis and hand over the sum to those who need financial assistance for treating their ailments.?It emerged from the idea: “helping hand towards a stretching hand”.? “Nanmakkoru Kaithangu” – A humble endeavour to sooth the call of hunger. The mission is carried out by collecting food packets from the students and staff of the college to help mitigate the hunger of the poor and the deprived, especially the poor patients in the primary health centre, Nilamel.

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

<http://www.nsscnilamel.org>

## 7.3 – Institutional Distinctiveness

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

Initiatives have been taken by the institution to inculcate environment friendly attitude among students as well as to induct them with an inspiration towards building an environment sustainable world. Institutions add to assist financial support to the needy and the deserving Society. Through the activities college uphold compassion among the students to needy people and their basis of living. As a result of the initiatives, students in the college be responsive on social reforms. ? To be aware of environmental protection, conservation and disaster management ? To become a helping hand towards economic crisis ? To promote a positive attitude towards society ? To conserve our heritage culture ? To uplift the importance of regional language ? To identify the responsibilities of an Indian citizen ? To explore the social commitment in Flood relief.

Provide the weblink of the institution

<http://www.nsscnilamel.org/gallery>

## 8.Future Plans of Actions for Next Academic Year

Celebrating major events and days of importance. ? To cultivate awareness of folk literature and tradition among students, form a folklore club. ? An awareness programme among the students regarding the parliamentary democratic system in India. ? Publication of research journal. ? To create a model organic farm. ? Install a vending machine at ladies rest room. ? Know Your College programme for first year students. ? Conduct various seminars, invited talks at college level and state level. ? Conduct a workshop on ICT teaching and learning.

? Conduct extension activities and outreach programmes for the benefit of society. ? Conduct intercollegiate competitions in the college for various games.  
? Conduct certificate courses