



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution		N.S.S College, Nilamel
• Name of the Head of the institution		Dr.Rajesh R
• Designation		Principal
• Does the institution function from its own campus?		Yes
• Phone no./Alternate phone no.		04742463246
• Mobile no		9961320446
• Registered e-mail		nsscnilamel@yahoo.co.in
• Alternate e-mail		nsscniqac@gmail.com
• Address		N SS college Nilamel
• City/Town		Nilamel
• State/UT		KERALA
• Pin Code		691535
2.Institutional status		
• Affiliated /Constituent		Affiliated
• Type of Institution		Co-education
• Location		Rural
• Financial Status		Grants-in aid

• Name of the Affiliating University		University of Kerala			
• Name of the IQAC Coordinator		Dr.Rani K Pillai			
• Phone No.		04742463246			
• Alternate phone No.		04742463246			
• Mobile		9447493634			
• IQAC e-mail address		nsscniqac@gmail.com			
• Alternate Email address		rani.ajan@gmail.com			
3.Website address (Web link of the AQAR (Previous Academic Year)		http://www.nsscnilamel.org/aqar			
4.Whether Academic Calendar prepared during the year?		Yes			
• if yes, whether it is uploaded in the Institutional website Web link:		http://www.nsscnilamel.org/academic-calendar			
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	B++	2.86	2022	24/05/2022	23/05/2027
6.Date of Establishment of IQAC			19/05/2014		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Institutional	RUSA	Central government and State Government	2018	20000000	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		

9.No. of IQAC meetings held during the year	8	
Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
If yes, mention the amount		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
Conducted value added courses		
Conducted Orientation class for first year students ,carrier orientation for Final year Students , Conduct management training program for students in collaboration with government of India ,National seminar on Parliamentary affairs for students		
Conducted as FDP - one day workshop on NEP 2020 .		
Conducted various seminars, invited talks at college level and state level.,a Coaching classes for competitive examinations, extension activities and outreach programmes for the benefit of society, intercollegiate competitions in the college for various games.		
Initiatives regarding eco friendly campus - organizing Quality audits, to implement alternative energy resources etc		
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		

Plan of Action	Achievements/Outcomes
Conduct national seminars ,work shops ,invited talks and exhibitions etc	IQAC in association with the research committee conducted seminars and series of invited talks
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 2022-23
Monitoring and evaluating the performance of the teaching - learning activities	Feedback for each subject is collected regularly and analysed, the findings of which are discussed with the departments
Eco - friendly campus.	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. Organized campaign for plastic free campus..
initiates to give awareness for attending online courses among students	To be aware about the academic credit bank among students.
initiates to be taken among students to do extension activities benefited to society	Became the students socially responsible.
13.Whether the AQAR was placed before statutory body?	Yes
Name of the statutory body	
Name	Date of meeting(s)
College Council	09/02/2024
14.Whether institutional data submitted to AISHE	

Year	Date of Submission
2021-22	14/02/2023

15.Multidisciplinary / interdisciplinary

The undergraduate programmes offered in the college follow the scheme and syllabus and course structure prescribed by the University of Kerala, Thiruvananthapuram to which it is affiliated. The programme structure of each undergraduate programme is essentially multidisciplinary in nature. It is a composite of English language component, Indian language component, Core (Main) Subjects, one complementary subject offered by the main department, one external complementary subject offered by another department, an open course from any subject other than the Core subject, etc. A course in Environmental Studies and Disaster Management has been made mandatory for all undergraduate programmes, as per UGC syllabus.

16.Academic bank of credits (ABC):

The University of Kerala, Thiruvananthapuram to which our college is affiliated is in the process of adopting NEP and implementing academic bank of credits, following which the college will adopt the system as directed by the affiliating University.

17.Skill development:

The college ensures optimum utilisation of available resources to impart language and communication skills, soft skills and life skills to the students in addition to imparting academic knowledge. Government recognised and approved soft skill development programmes such as ASAP (Additional Skill Development Programme) is offered by the College. Also life skill enhancing programmes such as mushroom cultivation, ornament making, culinary art, fabric painting and bouquet making are conducted so as to develop the entrepreneurial and creative potential of the students.

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

The college is affiliated to the University of Kerala and has to adhere to the rules and regulations of the University. As part of the scheme of undergraduate programmes, a study of an Indian language is mandatory in the first four semesters. The college offers a choice of Malayalam or Hindi. In addition to this, the college offers an undergraduate programme in Malayalam with Sanskrit as a complementary course, a postgraduate course in Malayalam and Ph.D

programme in Malayalam, thereby paving way for the promotion of regional language and culture.

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

The college follows the outcome based scheme and syllabus prescribed by the University of Kerala, the affiliating University. All the undergraduate and postgraduate programmes have their well defined programme outcome (PO) , programme specific outcome (PSO) and course outcome (CO). The curriculum and methodology followed for the transaction of the teaching learning process are focused on achieving the outcome. The commendable examination results, the progression of undergraduate students to postgraduation and research and student placement corroborate the achievement of the desired outcome.

20.Distance education/online education:

The college offers regular courses in accordance with the rules of the University of Kerala. There are no courses offered in the distance mode. Since the Self Study Report of N S S COLLEGE, NILAMEL outbreak of the Covid pandemic, classes have been conducted in the online mode using platforms such as Google Classroom, Google Meet, You Tube channels, Blogs etc. Teachers have undergone training and faculty development programmes in the conduct of online education, preparation of MOOCs, MOODLE courses and so on.

Extended Profile

1.Programme

1.1	14
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	1303
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2		100
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year		
File Description	Documents	
Data Template	View File	
2.3		506
Number of outgoing/ final year students during the year		
File Description	Documents	
Data Template	View File	
3.Academic		
3.1		56
Number of full time teachers during the year		
File Description	Documents	
Data Template	View File	
3.2		56
Number of sanctioned posts during the year		
File Description	Documents	
Data Template	View File	
4.Institution		
4.1		44
Total number of Classrooms and Seminar halls		
4.2		203.33249
Total expenditure excluding salary during the year (INR in lakhs)		
4.3		45
Total number of computers on campus for academic purposes		

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The Institution ensures effective curriculum delivery through a well planned and documented process. All programs are based on the Choice Based Credit System, the institution is affiliated to the University of Kerala and the schedule and duration of all programs are based on the guidelines of University of Kerala. Faculties of the college are represented in various academic bodies, and they actively contribute to curriculum planning and implementation at the University level. The academic calendar and the general time table help in the effective and systematic implementation of the curriculum. . Records of teaching and other cocurricular activities of teachers are maintained in the 'Teacher's Diary' and tutor's diary. The college has an effective centralized internal examination system which is monitored by the College Level Monitoring Committee and the Department Level Monitoring Committee. It ensures a smooth and transparent conduct of examination. Continuous evaluation and assessment helps to monitor the progress of the academic performance of students and to initiate necessary steps to help them improve. Remedial teaching is an initiative to address the weak points of below average students and strengthen their learning skills. Learning by experience is complete education; to this end, numerous opportunities facilitating experiential learning through project works are offered to students.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://www.nsscnilamel.org

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

The institution adheres to the academic calendar including the conduct of Continuous Internal Evaluation (CIE). At the commencement of each academic year, the college academic committee in association with IQAC and departments prepares an academic calendar. Academic committee ensures the proper implementation of academic plan. The College Level Monitoring Committee (CLMC) monitors the process. The

Department Level Monitoring Committee (DLMC) initiates the scheduled academic activity within the department. Students are given assignments on and seminars on various topics which prepare them to handle lecture sessions. Students are evaluated by test papers, assignments, seminars and internal examination. Internal examinations are conducted under strict supervision of teachers from the college. Proper arrangements regarding seating position of students, duties assigned for invigilators etc are by the College level monitoring committee. Question papers for internal examinations are prepared confidentially. Retests for subjects are allowed for students who failed or can't attend with genuine reasons. Proper registers and records for CE are kept in each department. The continuous internal evaluation (CIE) of a course is done by the teacher concerned and CIE is uploaded to the university website at three levels - tutor level, HOD level and Principal level. Duly signed copy of consolidated CE marks is handed over to CLMC and forwarded through the Principal to the university.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://www.nsscnilamel.org/academic-calendar

1.1.3 - Teachers of the Institution participate in A. All of the above following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.
Academic council/BoS of Affiliating University
Setting of question papers for UG/PG programs
Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

11

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

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

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

11

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

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

371

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

1.3 - Curriculum Enrichment

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

Institution integrates cross cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum. Programs are based on the Choice Based Credit and Semester System. The institution is affiliated to the University of Kerala and the schedule and duration of all programs are based on the guidelines of University of Kerala. The curriculum of all programs emphasizes issues related to gender, environment sustainability, human values and professional ethics. The aim of such a curriculum is to inculcate a value system which fosters in students a sense of protection of nature, preservation of water resources for future, the importance of sustainable development, the impact of climatic changes on earth, the awareness of gender issues in society, and the need to develop professional ethics in students. Apart from that faculties take initiative to do projects and research works, field visits relating to the above mentioned issues. In addition to imparting knowledge, the courses and other activities enable the students to widen their perspectives on human kind and society. Both UG and PG syllabuses stress the need for environment protection, pollution control, technology use, gender equality etc.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

11

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

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

443

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students Teachers Employers Alumni

B. Any 3 of the above

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

1.4.2 - Feedback process of the Institution may **A. Feedback collected, analyzed**

be classified as follows

and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://www.nsscnilamel.org/feedback

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

443

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

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

65

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners. The evaluation of learning levels of enrolled students are primarily done through: knowledge-based assessment test and the

score from the qualifying examinations and place them into two categories-advanced learners and slow learners. Also use first semester internal test analysis of students, feedback of mentors, quiz performance in assignments involvement in practical and lab experiments for the assessment and problem solving ability in classes. Advanced learners are geared towards peer teaching with proper academic guidance from teachers. Through this, they are able to develop the ability to teach and learn utilizing suitable curricular and co-curricular methods. Advanced learners are motivated to organize seminars, science exhibitions, workshops etc under the guidance of faculties. The institution provides training programs to students who have interest in entrepreneurship. Slow learners are identified in each subject and given special classes by the teachers concerned. Remedial classes are arranged based on the specific needs of students. Slow learners are also motivated to engage in various clubs to enhance their co-curricular involvement besides participating in varied academic activities conducted by the departments. Group assignments and projects are provided to slow learners to intensely reinforce the teaching learning process. Personal counselling and motivation are also given to slow learners to sensibly calibrate their learning process.

File Description	Documents
Paste link for additional information	http://www.nsscnilamel.org/studentsupport
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
1331	55

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences .

The institution has an academic oriented learning environment that keeps the students at the centre of learning and teaching. The activities mentioned here are part of the learning process. Field trips, Workshops, Seminars, Endowment lectures, Public seminars on current topics, Extension activities, Celebration of important days, Model parliament, Class magazines, Hand written magazines, Exhibitions, Poster presentations, Inter departmental quiz competitions, Food Fest-Talent expo, Students' presentations are part of the learning process. The students participate in debate, group discussion and seminar presentations utilizing digital tools in order to acquire self-confidence and acquaint themselves with modern tenets of digital learning. Students participate in extension activities under the guidance of the college administration. Demonstration of experiments, industrial visits, field trips etc., provide activity centred learning atmosphere to the students. These methods enable the students to infer the curricular aspects with the aid of co-curricular activities thereby making the teaching and learning process learner oriented. Faculty members use case study method and real-world situations while delivering their courses. The students at UG level are required to do group projects and at PG level individual projects on a suitable topic related to their subjects concerned.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	http://www.nsscnilamel.org/gallery

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

The departments have been using assorted digital learning platforms to empower and update students' knowledge. Extensive use of Google classroom and virtual lab facility assisted the faculty to provide cogent and conclusive information on the academic subject matter, thereby going beyond the confinement of prescribed syllabus. The additional information thus received benefits the stakeholders to revamp and improve their academic and research pursuits. As such the institution has been successful in turning the time of pandemic lockdown to a boon by ensuring continuous education of students, without break, through digital platforms. INFLIBNET facility is made available which gives access to online journal databases, and all students have been provided with access. The library is automated and books are issued with computer assistance. The teaching learning

process needs to be supplemented with adequate and appropriate ICT enabled tools to make it productively effective and substantially constructive. The arduous challenge of digital education was seen as an opportunity by the faculty who extensively exploited all the available vistas in digital learning.

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

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

2.3.3.1 - Number of mentors

53

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

2.4 - Teacher Profile and Quality

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

57

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

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

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

36

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

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

312

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The institutional measures used for the evaluation of internal assessment are transparent and prepare the students confidently towards the university examination. The internal assessment of each student is conducted on the basis of two criteria viz., assignment and internal examination. According to the university rules a student requires at least 75% attendance to appear for university examination. Faculty provides appropriate assignments/seminars to the students as per the courses taught. The institution has in place DLMC and CLMC to assist the smooth functioning of internal assessment mechanism. Timely and adequate guidelines are provided to every department for the conduct of free and fair examination. An examination is conducted every semester according to the university examination pattern. If the student has distrust with the marks

obtained in CE, he/she can file a complaint to CLMC through tutor and DLMC. The faculty in charge of each course is responsible to consolidate the marks obtained through attendance, assignment and internal examination, to be later verified by the HOD and Principal. The consolidated internal examination marks for each course is sent to the university (online and offline mode) after obtaining the signature of students in the mark list and completing other necessary formalities.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	http://www.nsscnilamel.org/studentsupport/94

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

For this purpose, time to time Internal Evaluation (CIE) mechanism is followed by the college as per the guidelines of University of Kerala. The time and date of examination is framed by the College Level Monitoring Committee (CLMC) and the students are informed before hand to prepare for the exam. Each teacher prepares question paper by keeping in mind the ethical values of the institute and academic integrity. After the completion of the examination, the scripts are valued by the teachers concerned and the evaluated answer scripts are distributed to the students to maintain the transparency. If there is any complaint with reference to evaluation, it is redressed on the spot in the following ways: 1.Examine the answer script again. 2.Checking the total marks awarded. 3.Unmarked questions, Grievances, if any, of the students at first are dealt by DLMC. In case, if the situation demands the intervention of CLMC, the matter is referred to them for further perusal. In addition, unresolved matter can also be referred to ULMC, thereby bringing in the factor of transparency and justice served according to the merit it deserves.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	http://www.nsscnilamel.org/studentsupport/94

2.6 - Student Performance and Learning Outcomes

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

The Programme Specific Outcome (PSOs) and Course Outcome (COs) of all academic programmes offered are clearly defined and stated. The Board of Studies (BoS) of University of Kerala prepares programme outcomes for each programme to be attained by the learners by the conclusion of each course. Being affiliated by University of Kerala the institution strictly follows the course outcomes and are delineated subsequently keeping in mind the transmission of knowledge. Some of our faculties were the members in BOs hence we got an opportunity to give suggestions to Program outcomes and Course outcomes. These concepts are discussed in detail in the classrooms to empower the students seize and envision all-inclusive motives and the expected outcome of their respective programmes. The POs, PSOs and COs thus analysed and consolidated by each department are uploaded in the website of college. Every year the institution conducts induction programme for the first-year students. Details regarding their first-year degree programme and importance of various clubs are made clear to students since all such activities and involvements prepare the students to attain their set goal. Students are made aware of the various academic avenues possible before them after the successful completion of the course prescribed. COs are explained exhaustively by the teachers in the introductory classes of each course.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://www.nsscnilamel.org/programme-course
Upload COs for all Programmes (exemplars from Glossary)	View File

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

With the regular review of Academic Committee, Internal Assessments and End Semester Assessments are conducted to make sure the achievement of PSOs and Cos. Continuous evaluation through assignments, seminars, projects, practicals, assignments, participation in class activities, role in departmental activities, viva-voce etc. provide opportunity for teachers and students to critically assess the achievement of both the programme and learning outcomes. College Council discussed the result analysis of each semester and make suggestions to improve the result of each course. College council in association with IQAC initiates the remedial teaching to corresponding departments. The institution provides space for students to discuss and raise doubts in their field of

interest during the conduct of seminars, peer teaching, paper presentations etc. which motivates them to attain the outcomes as specified in the syllabus. The College Calendar gives details regarding each programme and course. The IQAC collects feedback from teachers, students and alumni concerning the syllabus and consolidates the same. The result analysis of the feedback was reported to the Board of Studies and appropriate action was initiated. Students are also encouraged to take part in competitions, seminars and conferences, research competitions, etc. Their performance within and outside the college in the various academic events provides another index of their learning-levels. Teachers provide critical inputs to the students on the basis of their performance. Thus, they are helped to improve their performance in the external examinations.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://www.nsscnilamel.org/results

2.6.3 - Pass percentage of Students during the year

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

276

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	http://www.nsscnilamel.org/results

2.7 - Student Satisfaction Survey

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

https://drive.google.com/file/d/1ev4eolbG5nzH_EqwC0DNaSKgV9xG0eYq/view?usp=sharing

RESEARCH, INNOVATIONS AND EXTENSION**3.1 - Resource Mobilization for Research****3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****0**

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**3.1.2.1 - Number of teachers recognized as research guides****10**

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

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year**3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year****0**

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

3.2 - Innovation Ecosystem

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

Several training programmes are organised for the students to be aware of self confidence, physical fitness etc. Management training programmes were organised in collaboration with Government of India. For getting constitutional awareness institution conducted a national seminar of Parliamentary affairs in association with ministry of parliamentary affairs.. Numerous innovative practices are devised to sharpen the skills of our students. Nature awareness campaigns, Documentary Film shows by Social Forestry Unit, Energy awareness rallies, Quiz competitions, Seminar series, Popular Lecture 'Beat Air Pollution', Interdepartmental essay competitions on Impact of Air Pollution on Environment, Planting of Saplings, Know our plants campaign, eco-friendly practice of gifting saplings to students on their birthdays etc. were conducted to make the students sentient on environmental hazards and about the importance of environment protection. Field studies are conducted as part of their project works. Industrial and Research Laboratory visits are organised in order to provide students with a better exposure.', Yoga and 'Pranayama' Commemorative days, National and International days were celebrated in departments to make the students aware on the importance of celebrating days. Training programmes on Fabric painting, Ornament making, Training programmes on watershed management etc. were conducted for students which will help to improve their knowledge and skills.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://nsscnilamel.org/images/AnnualReport/70c5d9484436af83d8594ca895b92d99.pdf

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

1

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

3.3 - Research Publications and Awards

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

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

33

File Description	Documents
URL to the research page on HEI website	http://www.nsscnilamel.org/research
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

22

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

6

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The college ensures learning through extension activities and focused on intensive community services towards the betterment of neighborhood and the holistic development of students. Various departments conducted seminars/workshops, quiz and elocution competitions, exhibitions, training programmes and street play for school students to improve their communication, technical and practical skills. Awareness campaign and rally on energy conservation, Friday Clinic to check blood pressure, blood glucose, serum cholesterol and BMI calculation. One Rupee one day programme- donation to provide food to the inmates of an orphanage "Jeevitham Madhuram" fest for helping inmates of palliative care. medical camp blood donation campaign awareness rally on the menace of drug abuse and to promote antiliquor and anti-drugs attitude among public.

All these extension programmes conducted with the active participation of students and helps in sensitize them on social issues such as environment degradation, energy conservation, drug abuse, poverty etc. and thereby created a sense of servicemindedness among them.

File Description	Documents
Paste link for additional information	http://nsscnilamel.org/images/AnnualReport/70c5d9484436af83d8594ca895b92d99.pdf
Upload any additional information	No File Uploaded

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

1

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

14

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

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

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

826

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

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

0

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

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

0

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

NSS College, Nilamel, situated on a lovely hummock on the sprawling 25 acres .The college provides a quiet ambience for teaching and learning activities. There are 4 major buildings (namely Main Building, Malayalam building, commerce building and RUSA bulding) and four blocks(namely A, B, C and D) which house 37 Class rooms, Office rooms, 7 Laboratories, 1 Seminar hall, an air-conditioned Mini Conferencehall (with 50 seats), 3 Smart Class rooms, Library and a Computer Centre. In addition, there are staff rooms, research room, examination room, canteen, rest rooms and rooms for IQAC, NCC and NSS. The College has a spacious playground with peculiar topographicfeatures. Selected UG classrooms, laboratories and seminar halls are also provided with LCD projectors.Apart from these the amenitiessuch as Reference Room, Students' Store, Canteen, Ladies washroomscum rest rooms, Ramp facility for physically challenged students,Drinking Water Purifier, Vehicle Parking Area (Staff, Students and Visitors), CCTV Surveillance System, Incinerator, Rain water harvesting system, Solar Panel, Public Address System, LCD Projectors, Smart Boards, Computer UPS and Inverters are also added to facilitate teaching-learning process. A diesel generator guarantees uninterrupted power supply.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://www.nsscnilamel.org/facility

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor),

gymnasium, yoga centre etc.

The Department of Physical Education provides guidance, facilities and all support to the students in participating in sports events and other extracurricular activities. The main ground in front of the college is used for Athletics, Football, Cricket, Softball, Baseball, Ball Badminton, Volleyball, Kabaddi, Kho-Kho etc. These facilities are shared for conducting Local Panchayath and Block Level Competitions too. At the University level, we are regular winners of certain events like Soft ball, Baseball, Ball Badminton etc., and an average of 15 to 25 players consistently participate in the All India Inter University Championships for the past few years. Few players from the college also participated in the state & national championships. The programmes include Music Fest, Arts Festival, Film Festival, Literary Festival and College Day Celebration. The college is proud to have produced quite a few winners in the University competitions. The college encourages the students with artistic talents and inspires them with cash awards and trophies. The College takes necessary steps for helping the students to get the eligible grace marks from the University. PTA conducts Merit Day every year for honoring University Rank Holders, Department level toppers and outstanding performers in arts and sports.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://www.nsscnilamel.org/gallery

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

12

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

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

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

203.33249

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

4.2 - Library as a Learning Resource

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

The library has mainly three sections viz. Stack section, Reference Section and Periodical Section. In the Stack Room books are arranged according to dictionary catalogue method. Dewey Decimal Classification (DDC) scheme has been used for subject classification. The books in the Reference section is allowed for reference during working hours of the library. In the Periodical section there are several current newspapers and the library subscribes 20 periodicals and other supplements at present. Members are permitted to use this section throughout the working hours. Online Public Access Catalogue (OPAC) module provides a simple and clear interface for library users to perform tasks such as searching for and reserving items and suggesting new items. In addition to the usual services, library is involved in several best practices like conducting User Awareness Programmes for the first year PG and UG students, book exhibition, e-magazine publication, book review contests, quiz competitions, Reading Week celebrations, Best User Award, Literary Debates, etc. Library also provides Question Bank Service for supporting the students to appear in University examinations. Library also maintains an institutional literature collection

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	http://www.nsscnilamel.org/facilityitem/25/

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

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

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

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

1.27279

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

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

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

15

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

4.3 - IT Infrastructure

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

Broadband connection is changing the way students learn and educators teach. Students, faculty and visitors at our campus now enjoy the flexibility to access web and exchange resourceful information from anywhere within campus. To study advance and provide students with the best of the latest services, our campus has gone Wi-Fi . The students, members of the faculty and nonteaching staff can access the internet, free of cost, all through the working hours, via the twenty-five PCs which are at their service. The photostat centre is equipped with two photocopier machines, and the centre is also governed by the IT club. The College Council puts forward a member of the faculty to serve as the Convener of the Club. The internet connectivity is available to faculty and students in the general library too. twelve classrooms are furnished with LCDs. The Department of Physics owns an exclusive computer lab. Every staff room has at least one personal computer which is web-enabled via Wi-Fi. The accessories like printers, UPS and headphones accompany the PCs. We have 54 working computers in various departments, labs, library, general computer labs, and college office.

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

4.3.2 - Number of Computers

54

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

4.3.3 - Bandwidth of internet connection in the Institution **D. 10 - 5MBPS**

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

4.4 - Maintenance of Campus Infrastructure

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

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

203.33249

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

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

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. The facilities of college include adequate number of classrooms, a library, an auditorium, a seminar hall, laboratories, a computer lab, play grounds, etc. The college auditorium can accommodate around 400 students and staff for organizing academic and cultural events. 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 lab-assistants who are given the responsibility to assist the activities in 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. The library of the college has a huge collection of books, which includes reference, journals, and NLIST databases. A Library Advisory Committee which comprises teachers and students is constituted to give needed guidance and suggestions. 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.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://www.nsscnilamel.org/facility

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

826

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

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

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

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

B. 3 of the above

File Description	Documents
Link to Institutional website	http://www.nsscnilamel.org/studentsupport
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

90

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

90

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student

A. All of the above

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

8

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

158

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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

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

1

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

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

10

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

College follows the Parliamentary system of election. University of Kerala provides an election calendar and the College Union election is adhered to the date declared by the University. Major Activities like Fresher's Programme, Onam Celebrations, Union Inauguration, Arts Festival, Film Festival, Extension Activities, X'mas celebrations, College Day Celebration, Charitable services and Publication of annual magazine. Inauguration of College Union and Arts Club, Fresher's Day, Annual Arts Festival and Sports Meets are planned and organised by the Council. Annual College Day programmes are also coordinated and conducted by them including poster exhibitions, talent shows, film festivals, awareness drives, blood donation campaigns, food fest, music fests etc. Social and charity works are also facilitated by the council and it actively associates with social welfare activities of the NSS and NCC units. A committee comprises a staff advisor, a staff editor and a team of students helps the magazine editor in compiling the magazine. The finance for the activities of the College union is met from the Union fund allotted by the Government and also from the PTA.

File Description	Documents
Paste link for additional information	http://www.nsscnilamel.org/galleryitem/93/office
Upload any additional information	View File

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

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

46

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

5.4 - Alumni Engagement

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

There is a non- registered Alumni Association that contributes significantly to the development of the institution and its constructive co-operation has been appreciated by the institution. Interactive sessions are organized and the former students enthusiastically attend these sessions. Alumni contribution happens in various non-financial forms such as alumni interaction, conducting mock viva, mock personal interviews, conducting seminars and various other academic endeavors and thus sincerely contributes towards the qualitative growth of the institution. Alumni visit campus at regular intervals to support the existing batch of students in planning, conducting and organizing events, providing support and guidance for functioning various students clubs.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs) **E. <1Lakhs**

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision: The vision of the college is “quality education through academic excellence, skill development and character formation to produce socially committed citizens”. **Mission:** The mission of the college is to provide value oriented and technology based intellectual training, to empower the students to compete in the present-day global scenario and to bring out morally upright and socially committed men and women who could contribute to the development of the nation. The learners are inspired to seek and entrench true knowledge and wisdom by inculcating in them the sublime ideals of cosmic, spiritual and human values. The institution has constituted various committees and governing bodies for both academic and administrative purposes. The management, head of the institution, IQAC and various other committees work in tandem to chalk out various strategies for attaining excellence in all aspects of governance. The significant contribution of the teaching and non-teaching faculty in this regard is commendable. The management and the various institutional governing bodies usher in novel and significant methods to ensure systematic and effective governance. Academic and administrative processes are always improvised to suit the evolving nature of the contemporary educational scenario. This is accomplished through the collective effort of the various agencies operating within the system. The institution as a whole aims at creating a broader and progressive outlook in terms of education, health and environment, beyond the barriers of religion, culture, and compartmentalized sections of the society and the nation at large.

File Description	Documents
Paste link for additional information	http://www.nsscnilamel.org/
Upload any additional information	No File Uploaded

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

participative management.

Participative Management is practised at the management, institutional and departmental levels. The practice of decentralization is seen in the extensive delegation of authority to the Heads of the various Departments in the college. At the college level, the Principal involves the IQAC, HoDs and staff members of various committees to formulate the policies and programs that need to be implemented. The HoDs are responsible to correlate the day-to-day administration of the department and report to the Principal. The HoDs and Coordinators of the committees put forward ideas and suggestions for the development of the college and the same are submitted to the Principal. These are discussed in the staff and IQAC meetings. Further the plan of actions is discussed in the College Council meetings. Student's clubs, committees and the college union are granted autonomy to ensure their whole-hearted participation. Students through their class representatives express their needs and suggestions to their class tutor during tutorials. In addition to all this, PTA meetings are held regularly. Valuable suggestions and feedback from parents and well-wishers help to analyse the limitations.

File Description	Documents
Paste link for additional information	http://www.nsscnilamel.org/
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Activities that were successfully implemented in the development of ICT facilities of the college. The college has adequate number of smart class rooms. Wi-Fi is accessible in the classrooms adjacent to the department, thereby facilitating ICT enabled teaching learning. Students and teachers are provided with Wi-Fi facilities for academic purposes. Library has INFLIBNET facility, using which significant number of e journals and e-books are made available to students and faculties. Various search engines like Google search, G Scholar etc are used for resources. Science departments make use of the benefits of virtual labs for collaborative learning. Many faculty members have created online digital repositories on platforms like You Tube. Various Apps such as Kahoot, Socrative are used to conduct quizzes. Advancement in administration through the purchase and usage of office automation software. Platforms such

asGoogleClassroom, Google Meet, Zoom, Cisco Webex were used to create virtual classrooms.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://www.nsscnilamel.org/images/CriteriaSix/445f76f643648709c5729c9d81775b43.pdf
Upload any additional information	No File Uploaded

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

The NSS colleges' central committee manages and regulates the functioning of the institution. The management plays the pivotal role in appointment of all the staff including the Principal in strict accordance with service or appointment rules and merit. The Principal along with the College Council delegates and supervises duties given to the teaching and office staff. The IQAC ensures quality maintenance through regular department visits besides formulating new strategies for progressive student experience and faculty development. The College Council comprising of the Principal, Heads of various departments, elected representatives of teaching staff, office Superintendent, and IQAC coordinator meet regularly to propose, devise, execute, monitor, evaluate and resolve issues.

File Description	Documents
Paste link for additional information	http://nsscnilamel.org/uploads/6.2.2ssr.pdf
Link to Organogram of the institution webpage	http://nsscnilamel.org/uploads/Organogramconverted.jpg
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user inter faces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The institution recognizes employees as the most valuable resource and has effective welfare measures which enables them to develop and optimize their full potential. Staff members who attend various training programmes/orientation/refresher courses and centralised valuation camp for the evaluation of university answer scripts are treated as on duty subject to existing government rules. Statutory/ contributory Pension schemes are implemented for permanent staff according to the date of joining in the service. Contributory pension scheme was implemented for permanent staff who joined their service after 01.04.2013. 10% of the salary was deducted from the employee with a corresponding contribution from the government and was accrued to NPS fund every month. A good reading and reference facility are available in the general library. Teachers are provided with online access like NLIST and INFLIBNET. National festivals and state festivals are celebrated in the college with a spirit of unity and fraternity.

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

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

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

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

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

2

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

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

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

17

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

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

The college has various mechanism to evaluate the performance of both the teaching and non-teaching staff. This is done every year to enhance the quality of the staff members.

- 1.Student evaluation of teachers:** In order to evaluate the quality of the teaching staff, the students are given feedback form by the IQAC. The feedback collected from the students is analysed and utilised in the assessment process.
- 2.Self-Appraisal of Teachers:** Every teacher has to furnish the selfappraisal form (Academic Performance Indicator) which provides annual performance of teachers. The major components of selfappraisal are general information, academic performance indicators, co-curricular, extension, professional development related activities, contribution to research and academic proficiency.
- 3.Self-Appraisal of non-teaching staff:** In order to make the administrative staff competent and responsible, the management has introduced an assessment mechanism. The Head of the institution gathers the required data as per the directions from the latter.
- 4. Annual reports:** The annual reports prepared by the Heads of the Departments contain all the activities organized in the department including invited lectures, seminars, as well as the major achievements of the students and the faculty members.

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

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various

internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

N.S.S. College has a transparent and well-planned financial management system and conducts external audits of the college books of accounts for the respective financial year. 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. 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 NSS Colleges' Central Committee. The internal audit of Management accounts is done by the Treasurer, NSS Colleges' Central Committee periodically.

File Description	Documents
Paste link for additional information	http://nsscnilamel.org/uploads/6.4.2PTAadtd.pdf
Upload any additional information	No File Uploaded

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

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

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

The institution has been financially supported by both government and non-government bodies in its functioning. Purchase of books, laboratory chemicals and equipments, furniture, ICT resources, maintenance work etc. are met by these funds. Construction of new buildings and modernisation of existing facilities are accomplished through special assistance from national funding agency, RUSA. All these fund mobilizations are done through carefully drafted proposals based on the requirement of the college as a whole and for the individual departments separately and after several rounds of planning and discussion by various committees. Being a governmentaided institution, it functions in accordance with the rules and regulations of the government and the requirements for the effective management of the institution

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

6.5 - Internal Quality Assurance System

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

Two practices institutionalised with IQAC initiatives are:

1.Feedback mechanism: The IQAC of the college has implemented a feedback system for students based on institutional parameters such as infrastructure and facilities, curriculum delivery and pedagogy, discipline and environment, staff and support, club and cocurricular activities, and so on. The feedback submitted online are analysed, and measures are taken for reforms and redressal. They function as the stimulant for upgradation of teaching-learning processes,

developments in infrastructure and facilities, skill-enhancement and professional development of the staff, capacity building and enrichment of students. The online feedback mechanism offers a constructive self-assessment procedure integral to fostering and enhancing academic excellence and institutional development. Regular feedback is collected and analysed properly. The findings are communicated to the concerned authority and accordingly actions were undertaken. 2. Academic and Administrative Audit (AAA): Main purpose of AAA, initiated by IQAC is the effective implementation of teaching learning processes and proper documentation of all academic and administrative matters of each department. The internal academic audit is done by academic cell members in each year for the quality assurance of teaching learning processes. The peer review-based audit evaluates the accomplishment of all procedures in teaching -learning processes.

File Description	Documents
Paste link for additional information	http://www.nsscnilamel.org/home
Upload any additional information	No File Uploaded

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

Institutional reviews and implementation of teaching learning reforms facilitated by the IQAC are: Academic Review IQAC has implemented an internal academic and administrative audit to facilitate teaching learning process. As a part of comprehensive evaluation of the teaching learning and administration, Academic and Administrative Audit (AAA) is conducted regularly. The committee evaluates the performance of each department in planning, administration and record keeping of both curricular and co-curricular activities. The objective of AAA is to generate uniformity in the structure and methodology of curricular and cocurricular aspects of every department. The departments adhere to the norms formulated and initiated by IQAC regarding timetable, workload, syllabus division, timely completion of allotted portion. The extracurricular aspects of the department are also monitored by IQAC. Conduct of seminars and workshops: The implementation of teaching learning reforms include the regular conduct of Seminar and workshops which provide the students an opportunity to interact with experts and eminent personalities. Discussing the relevant topics related to the particular subject, students and teachers are exposed

to the latest information and new skills related to the subjects concerned or their area of interest .

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://nsscnilamel.org/images/AnnualReport/70c5d9484436af83d8594ca895b92d99.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The college is a co-educational institution with 74% of the teachers and about 70% of the students being female. A safe and secure academic environment is ensured within the campus and guarantees protection to the students and staff through various gender justice forums. Separate grievance redressal cells are constituted for ragging and sexual harassment cases. The institution offers the following facilities for the promotion of gender equity, safety and welfare of

women: The campus is safe guarded with compound wall, CCTV surveillance in addition to round the clock security. · It is mandatory for the students and teachers of the college to wear ID cards issued by the college. The college has Student's Grievance and Redressal Cell, Anti- Ragging cell, Sexual Harassment Cell and Women Cell which deal with complaints of the students and take prompt and rigorous actions. The Counselling and Guidance Cell facilitates professional assistance to participate effectively in the issues pertaining to the students. The Women Study Unit ensures the conduct of programmes on Gender sensitisation, mental and health issues. Considering the special needs of female students, the college has a common retiring room designed to meet their requirements, which enables them to relax and spend time to socialise with others.

File Description	Documents
Annual gender sensitization action plan	http://www.nsscnilamel.org/criteria-seven
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://www.nsscnilamel.org/images/CriteriaSeven/b544df7f02d1484ef35367d57d789413.pdf

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

B. Any 3 of the above

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

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

The institution gives importance to proper disposal of waste material in the campus persisting in the three "R" s of sustainability: Reduce, Reuse and Recycle. Our college has a gathering of around 1400 persons resulting in generation of around 3

Kg of waste per day. It is insisted that the students and staffs should bring the food in steel Tiffin carrier. The institution provides awareness minimization of non-degradable wastes through seminars and accumulated waste is separated to solid, liquid and e-waste. Separate colour coded bins are used for collection . The habit of collecting the plastic wastes from the campus by the “Haritha Karma Sena” and handing them over to the Panchayath are being successfully practiced. The college canteen utilizes bio fuel emanating from Biogas Plant for cooking purpose. Chemical liquid waste generated in the lab is collected in separate underground pits which are located aloof from the water bodies. Autoclaves are used as heat treatment processing units to destroy microorganisms before disposal. Efficient utilization and replacement of electronic equipment are successfully practiced in order to reduce e-waste in the campus.

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

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

B. Any 3 of the above

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

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

- 1.Restricted entry of automobiles**
- 2. Use of bicycles/ Battery-powered vehicles**
- 3. Pedestrian-friendly pathways**

4. Ban on use of plastic**5. Landscaping**

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

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

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

A. Any 4 or all of the above

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

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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Due to the vision of our college we initiate extensive and diversified efforts to enable the students to be publicly committed and socially responsible. Celebrates regional festivals like Onam, Christmas etc with certain cultural programmes like 'Thiruvathira', 'Onapattu', 'Vanchipattu', christmans papa, pulkkodu ,mehandhi competitions etc to preserve the unique tradition of unity. World environment day celebrations were organized by different departments by planting saplings of various types and awareness of conservation of environment etc Department of English offers Communicative English in curriculum as open course, which facilitates the communication through the world wide accepted language to students. The college follows Gender Equity Policy and believes in enforcing the virtuous policy of envisaging equality between women and men. Institution, in association with Women Study Unit initiates programmes like several cultural competitions of various departments. Conducted rallies and seminars to make the local people aware the consequences of using narcotics, conservation of energy, importance of blood donation and takes effort to clean the Public health center. Extension activities help to develop attitude to achieve sustainable lifestyle. Programmes on tolerance and harmony are organized to make the students to do away with negative attitude and create a sense of belongingness

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

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

The college takes initiates steps to conduct programmes and encourages participation in related social forums. The awareness programme for first year students specifically stresses on the value based policies, departmental ethics, code of conduct etc. College initiates to take pledge regarding the constitution in the constitutional day and a national seminar was done regarding the parlimentary affairs in association with Ministry of Parliamentary Affairs. Institution ensures the participation of faculties in duties assigned by State Election Commission, State Entrance Commission and Kerala Public Service Commission. The college furnishes the procedure about the scholarships to the students belonging to the economic backward community. NSS and NCC units in the college perform the following activities to enhance the responsibilities as a citizen in community. Plant sapling on World Environment Day. Create awareness about the medicinal plants in the community. Provide helping hand to disabled, bed-ridden, having severe illness, orphans etc. Organize awareness programmes about the impact of deforestation and importance of forest conservation. Initiate conscious effort to make the students aware of the importance of hygiene in public health. Organize campaigns and rallies against narcotic activities. Conduct Blood donation and free medical camps.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://nsscnilamel.org/images/AnnualReport/70c5d9484436af83d8594ca895b92d99.pdf
Any other relevant information	NA

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts **A. All of the above**

periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4.

Annual awareness programmes on Code of Conduct are organized

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

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

To improve the leadership qualities and simplicity in life among the students we celebrate "Mannam Jayanthi" on January 2, the birthday of Bharath Kesari Mannathu Padmanabhan, who was a great leader, educationist, futurist and mentor and above all the founding father of the institution. Celebration of national or international days and events are deemed necessary for the preservation of our culture and heritage. Commemoration of our great personalities augments the confidence levels of our students. · Celebrations of National festivals like Onam, Christmas, Holi help the students to understand and appreciate the traditional and cultural values and accommodate themselves to the comprehensive environment. · Independence Day and Republic day are celebrated every year in the college in an official manner including flag-hoisting and sweet distribution. Inter-departmental quiz competitions are conducted on "Gandhiji and Indian National Movement" as part of the Gandhi Jayanthi celebrations. Orientation is given to students on the perpetuation of the importance of Ahimsa (non-violence) and truth fullness in contemporary world. · Observation of Martyr's Day on 30th January is an obeisance to the "Father of Nation" and soldiers who sacrificed their life for our nation. ·

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

1. 'SevaDhara' - Interdependence is the essence of Humanity
"Sevadhara" is an ambitious welfare project implemented by NSS College Nilamel as a leading step towards social responsibility and accountability. Driven by the motto 'Interdependence is the essence of humanity', the project was introduced in the year 2017 with the fundamental belief that social support activities embodied the power to eliminate and tackle several problems faced by humanity. The primary aim of the project is to involve students and teachers in social welfare activities, thereby instilling a service mentality in individuals and molding them into socially responsible citizens of the country.

2. 'Njanahastham' sharing of knowledge

The College with the virtuous aim of sharing its diverse valuable knowledge resources with the public along with the students has initiated the process of Njanahastham. The primary objective of the initiative is to strengthen the bond between public domain and knowledge in addition to exchange of avant -garde ideas and above all ensures effective dissemination of ingenious knowledge. . The optimal utilisation of college resources is aimed at reinforcing the cultural and bond and in mitigating the knowledge gap existing between the campus and the public.

File Description	Documents
Best practices in the Institutional website	http://www.nsscnilamel.org/best-practises
Any other relevant information	NA

7.3 - Institutional Distinctiveness

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

200 words

"Quality education through academic excellence, skill development and character formation to produce socially committed citizens" Our vision has a spotlight to build up the fellow citizens having responsibilities ethically correct and commitments towards society. The college has its own mission commencing on the extension activities to understand the importance of social commitment by focusing our vision. So the students in the college become socially responsible individual through the activities enriched with the social awareness. The activities were found to be beneficial to the community and help to enhance the relationship to the community and the students. 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.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The Institution ensures effective curriculum delivery through a well planned and documented process. All programs are based on the Choice Based Credit System, the institution is affiliated to the University of Kerala and the schedule and duration of all programs are based on the guidelines of University of Kerala. Faculties of the college are represented in various academic bodies, and they actively contribute to curriculum planning and implementation at the University level. The academic calendar and the general time table help in the effective and systematic implementation of the curriculum. . Records of teaching and other cocurricular activities of teachers are maintained in the 'Teacher's Diary' and tutor's diary. The college has an effective centralized internal examination system which is monitored by the College Level Monitoring Committee and the Department Level Monitoring Committee. It ensures a smooth and transparent conduct of examination. Continuous evaluation and assessment helps to monitor the progress of the academic performance of students and to initiate necessary steps to help them improve. Remedial teaching is an initiative to address the weak points of below average students and strengthen their learning skills. Learning by experience is complete education; to this end, numerous opportunities facilitating experiential learning through project works are offered to students.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://www.nsscnilamel.org

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

The institution adheres to the academic calendar including the conduct of Continuous Internal Evaluation (CIE). At the commencement of each academic year, the college academic committee in association with IQAC and departments prepares an

academic calendar. Academic committee ensures the proper implementation of academic plan. The College Level Monitoring Committee (CLMC) monitors the process. The Department Level Monitoring Committee (DLMC) initiates the scheduled academic activity within the department. Students are given assignments on and seminars on various topics which prepare them to handle lecture sessions. Students are evaluated by test papers, assignments, seminars and internal examination. Internal examinations are conducted under strict supervision of teachers from the college. Proper arrangements regarding seating position of students, duties assigned for invigilators etc are by the College level monitoring committee. Question papers for internal examinations are prepared confidentially. Retests for subjects are allowed for students who failed or can't attend with genuine reasons. Proper registers and records for CE are kept in each department. The continuous internal evaluation (CIE) of a course is done by the teacher concerned and CIE is uploaded to the university website at three levels - tutor level, HOD level and Principal level. Duly signed copy of consolidated CE marks is handed over to CLMC and forwarded through the Principal to the university.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://www.nsscnilamel.org/academic-calendar

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.
Academic council/BoS of Affiliating University
Setting of question papers for UG/PG programs
Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
Assessment /evaluation process of the affiliating University

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

11

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

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

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

11

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

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

371

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

1.3 - Curriculum Enrichment

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

Institution integrates cross cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum. Programs are based on the Choice Based Credit and Semester System. The institution is affiliated to the University of Kerala and the schedule and duration of all programs are based on the guidelines of University of Kerala. The curriculum of all programs emphasizes issues related to gender, environment sustainability, human values and professional ethics. The aim of such a curriculum is to inculcate a value system which fosters in students a sense of protection of nature, preservation of water resources for future, the importance of sustainable development, the impact of climatic changes on earth, the awareness of gender issues in society, and the need to develop professional ethics in students. Apart from that faculties take initiative to do projects and research works, field visits relating to the above mentioned issues. In addition to imparting knowledge, the courses and other activities enable the students to widen their perspectives on human kind and society. Both UG and PG syllabuses stress the need for environment protection, pollution control, technology use, gender equality etc.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

11

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

1.3.3 - Number of students undertaking project work/field work/ internships**443**

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	B. Any 3 of the above
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File Description	Documents
URL for stakeholder feedback report	Nil
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
File Description	Documents
Upload any additional information	View File
URL for feedback report	http://www.nsscnilamel.org/feedback
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of students admitted during the year	
443	
File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)	
2.1.2.1 - Number of actual students admitted from the reserved categories during the year	
65	
File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File
2.2 - Catering to Student Diversity	
2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners	
The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners. The evaluation of learning levels of enrolled students	

are primarily done through: knowledge-based assessment test and the score from the qualifying examinations and place them into two categories-advanced learners and slow learners. Also use first semester internal test analysis of students, feedback of mentors, quiz performance in assignments involvement in practical and lab experiments for the assessment and problem solving ability in classes. Advanced learners are geared towards peer teaching with proper academic guidance from teachers. Through this, they are able to develop the ability to teach and learn utilizing suitable curricular and co-curricular methods. Advanced learners are motivated to organize seminars, science exhibitions, workshops etc under the guidance of faculties. The institution provides training programs to students who have interest in entrepreneurship. Slow learners are identified in each subject and given special classes by the teachers concerned. Remedial classes are arranged based on the specific needs of students. Slow learners are also motivated to engage in various clubs to enhance their co-curricular involvement besides participating in varied academic activities conducted by the departments. Group assignments and projects are provided to slow learners to intensely reinforce the teaching learning process. Personal counselling and motivation are also given to slow learners to sensibly calibrate their learning process.

File Description	Documents
Paste link for additional information	http://www.nsscnilamel.org/studentsupport
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
1331	55

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Student centric methods, such as experiential learning,

participative learning and problem solving methodologies are used for enhancing learning experiences .

The institution has an academic oriented learning environment that keeps the students at the centre of learning and teaching. The activities mentioned here are part of the learning process. Field trips, Workshops, Seminars, Endowment lectures, Public seminars on current topics, Extension activities, Celebration of important days, Model parliament, Class magazines, Hand written magazines, Exhibitions, Poster presentations, Inter departmental quiz competitions, Food Fest- Talent expo, Students' presentations are part of the learning process. The students participate in debate, group discussion and seminar presentations utilizing digital tools in order to acquire self-confidence and acquaint themselves with modern tenets of digital learning. Students participate in extension activities under the guidance of the college administration. Demonstration of experiments, industrial visits, field trips etc., provide activity centred learning atmosphere to the students. These methods enable the students to infer the curricular aspects with the aid of co-curricular activities thereby making the teaching and learning process learner oriented. Faculty members use case study method and real-world situations while delivering their courses. The students at UG level are required to do group projects and at PG level individual projects on a suitable topic related to their subjects concerned.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	http://www.nsscnilamel.org/gallery

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

The departments have been using assorted digital learning platforms to empower and update students' knowledge . Extensive use of Google classroom and virtual lab facility assisted the faculty to provide cogent and conclusive information on the academic subject matter, thereby going beyond the confinement of prescribed syllabus. The additional information thus received benefits the stakeholders to revamp and improve their academic and research pursuits. As such the institution has been successful in turning the time of pandemic lockdown to a boon by ensuring

continuous education of students, without break, through digital platforms. INFLIBNET facility is made available which gives access to online journal databases, and all students have been provided with access. The library is automated and books are issued with computer assistance. The teaching learning process needs to be supplemented with adequate and appropriate ICT enabled tools to make it productively effective and substantially constructive. The arduous challenge of digital education was seen as an opportunity by the faculty who extensively exploited all the available vistas in digital learning.

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

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

2.3.3.1 - Number of mentors

53

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

2.4 - Teacher Profile and Quality

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

57

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

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

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

36

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

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

312

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The institutional measures used for the evaluation of internal assessment are transparent and prepare the students confidently towards the university examination. The internal assessment of each student is conducted on the basis of two criteria viz., assignment and internal examination. According to the university rules a student requires at least 75% attendance to appear for university examination. Faculty provides appropriate assignments/seminars to the students as per the courses taught. The institution has in place DLMC and CLMC to assist the smooth functioning of internal assessment mechanism. Timely and adequate guidelines are provided to every department for the conduct of free and fair examination. An examination is conducted every semester according to the university examination pattern. If the student has distrust with the marks obtained in CE, he/she can file a complaint to CLMC through tutor and DLMC. The faculty in charge of each course is responsible to consolidate the marks obtained through attendance, assignment and internal examination, to be later verified by the HOD and Principal. The consolidated internal examination marks for each course is sent to the university (online and offline mode) after obtaining the signature of students in the mark list and completing other necessary formalities.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	http://www.nsscnilamel.org/studentsupport/94

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

For this purpose, time to time Internal Evaluation (CIE) mechanism is followed by the college as per the guidelines of University of Kerala. The time and date of examination is framed by the College Level Monitoring Committee (CLMC) and the students are informed before hand to prepare for the exam. Each teacher prepares question paper by keeping in mind the ethical values of the institute and academic integrity. After the completion of the examination, the scripts are valued by the teachers concerned and the evaluated answer scripts are distributed to the students to maintain the transparency. If there is any complaint with reference to evaluation, it is redressed on the spot in the following ways: 1.Examine the answer script again. 2.Checking the total marks awarded. 3.Unmarked questions, Grievances, if any, of

the students at first are dealt by DLMC. In case, if the situation demands the intervention of CLMC, the matter is referred to them for further perusal. In addition, unresolved matter can also be referred to ULMC, thereby bringing in the factor of transparency and justice served according to the merit it deserves.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	http://www.nsscnilamel.org/studentsupport/94

2.6 - Student Performance and Learning Outcomes

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

The Programme Specific Outcome (PSOs) and Course Outcome (COs) of all academic programmes offered are clearly defined and stated. The Board of Studies (BoS) of University of Kerala prepares programme outcomes for each programme to be attained by the learners by the conclusion of each course. Being affiliated by University of Kerala the institution strictly follows the course outcomes and are delineated subsequently keeping in mind the transmission of knowledge. Some of our faculties were the members in BOs hence we got an opportunity to give suggestions to Program outcomes and Course outcomes. These concepts are discussed in detail in the classrooms to empower the students seize and envision all-inclusive motives and the expected outcome of their respective programmes. The POs, PSOs and COs thus analysed and consolidated by each department are uploaded in the website of college. Every year the institution conducts induction programme for the first-year students. Details regarding their first-year degree programme and importance of various clubs are made clear to students since all such activities and involvements prepare the students to attain their set goal. Students are made aware of the various academic avenues possible before them after the successful completion of the course prescribed. COs are explained exhaustively by the teachers in the introductory classes of each course.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://www.nsscnilamel.org/programme-course
Upload COs for all Programmes (exemplars from Glossary)	View File

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

With the regular review of Academic Committee, Internal Assessments and End Semester Assessments are conducted to make sure the achievement of PSOs and Cos. Continuous evaluation through assignments, seminars, projects, practicals, assignments, participation in class activities, role in departmental activities, viva-voce etc. provide opportunity for teachers and students to critically assess the achievement of both the programme and learning outcomes. College Council discussed the result analysis of each semester and make suggestions to improve the result of each course. College council in association with IQAC initiates the remedial teaching to corresponding departments. The institution provides space for students to discuss and raise doubts in their field of interest during the conduct of seminars, peer teaching, paper presentations etc. which motivates them to attain the outcomes as specified in the syllabus. The College Calendar gives details regarding each programme and course. The IQAC collects feedback from teachers, students and alumni concerning the syllabus and consolidates the same. The result analysis of the feedback was reported to the Board of Studies and appropriate action was initiated. Students are also encouraged to take part in competitions, seminars and conferences, research competitions, etc. Their performance within and outside the college in the various academic events provides another index of their learning-levels. Teachers provide critical inputs to the students on the basis of their performance. Thus, they are helped to improve their performance in the external examinations.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://www.nsscnilamel.org/results

2.6.3 - Pass percentage of Students during the year**2.6.3.1 - Total number of final year students who passed the university examination during the year****276**

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	http://www.nsscnilamel.org/results

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

https://drive.google.com/file/d/1ev4eolbG5nzH_EqwC0DNaSKgV9xG0eYq/view?usp=sharing

RESEARCH, INNOVATIONS AND EXTENSION**3.1 - Resource Mobilization for Research****3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****0**

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides**10**

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

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year**3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year****0**

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

3.2 - Innovation Ecosystem

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

Several training programmes are organised for the students to be aware of self confidence, physical fitness etc. Management training programmes were organised in collaboration with Government of India. For getting constitutional awareness institution conducted a national seminar of Parliamentary affairs in association with ministry of parliamentary affairs.. Numerous innovative practices are devised to sharpen the skills of our students. Nature awareness campaigns, Documentary Film shows by Social Forestry Unit, Energy awareness rallies, Quiz competitions, Seminar series, Popular Lecture 'Beat Air Pollution', Interdepartmental essay competitions on Impact of Air Pollution on Environment, Planting of Saplings, Know our plants campaign, eco-friendly practice of gifting saplings to students on their birthdays etc. were conducted to make the students sentient on environmental

hazards and about the importance of environment protection. Field studies are conducted as part of their project works. Industrial and Research Laboratory visits are organised in order to provide students with a better exposure.', Yoga and 'Pranayama' Commemorative days, National and International days were celebrated in departments to make the students aware on the importance of celebrating days. Training programmes on Fabric painting, Ornament making, Training programmes on watershed management etc. were conducted for students which will help to improve their knowledge and skills.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://nsscnilamel.org/images/AnnualReport/70c5d9484436af83d8594ca895b92d99.pdf

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

1

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

3.3 - Research Publications and Awards

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

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

33

File Description	Documents
URL to the research page on HEI website	http://www.nsscnilamel.org/research
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

22

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

6

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The college ensures learning through extension activities and focused on intensive community services towards the betterment of

neighborhood and the holistic development of students. Various departments conducted seminars/workshops, quiz and elocution competitions, exhibitions, training programmes and street play for school students to improve their communication, technical and practical skills. Awareness campaign and rally on energy conservation, Friday Clinic to check blood pressure, blood glucose, serum cholesterol and BMI calculation. One Rupee one day programme- donation to provide food to the inmates of an orphanage "Jeevitham Madhuram" fest for helping inmates of palliative care. medical camp blood donation campaign awareness rally on the menace of drug abuse and to promote antiliquor and anti-drugs attitude among public.

All these extension programmes conducted with the active participation of students and helps in sensitize them on social issues such as environment degradation, energy conservation, drug abuse, poverty etc. and thereby created a sense of servicemindedness among them.

File Description	Documents
Paste link for additional information	http://nsscnilamel.org/images/AnnualReport/70c5d9484436af83d8594ca895b92d99.pdf
Upload any additional information	No File Uploaded

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

1

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry,

community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

14

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

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

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

826

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

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

0

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

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

0

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

NSS College, Nilamel, situated on a lovely hummock on the sprawling 25 acres .The college provides a quiet ambience for teaching and learning activities. There are 4 major buildings (namely Main Building, Malayalam building, commerce building and RUSA bulding) and four blocks(namely A, B, C and D) which house 37 Class rooms, Office rooms, 7 Laboratories, 1 Seminar hall, an air-conditioned Mini Conferencehall (with 50 seats), 3 Smart Class rooms, Library and a Computer Centre. In addition, there are staff rooms, research room, examination room, canteen, rest rooms and rooms for IQAC, NCC and NSS. The College has a spacious playground with peculiar topographicfeatures. Selected UG classrooms, laboratories and seminar halls are also provided with

LCD projectors. Apart from these the amenities such as Reference Room, Students' Store, Canteen, Ladies washrooms, cum rest rooms, Ramp facility for physically challenged students, Drinking Water Purifier, Vehicle Parking Area (Staff, Students and Visitors), CCTV Surveillance System, Incinerator, Rain water harvesting system, Solar Panel, Public Address System, LCD Projectors, Smart Boards, Computer UPS and Inverters are also added to facilitate teaching-learning process. A diesel generator guarantees uninterrupted power supply.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://www.nsscnilamel.org/facility

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

The Department of Physical Education provides guidance, facilities and all support to the students in participating in sports events and other extracurricular activities. The main ground in front of the college is used for Athletics, Football, Cricket, Softball, Baseball, Ball Badminton, Volleyball, Kabaddi, Kho-Kho etc. These facilities are shared for conducting Local Panchayath and Block Level Competitions too. At the University level, we are regular winners of certain events like Soft ball, Baseball, Ball Badminton etc., and an average of 15 to 25 players consistently participate in the All India Inter University Championships for the past few years. Few players from the college also participated in the state & national championships. The programmes include Music Fest, Arts Festival, Film Festival, Literary Festival and College Day Celebration. The college is proud to have produced quite a few winners in the University competitions. The college encourages the students with artistic talents and inspires them with cash awards and trophies. The College takes necessary steps for helping the students to get the eligible grace marks from the University. PTA conducts Merit Day every year for honoring University Rank Holders, Department level toppers and outstanding performers in arts and sports.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://www.nsscnilamel.org/gallery

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

12

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

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

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

203.33249

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

4.2 - Library as a Learning Resource

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

The library has mainly three sections viz. Stack section, Reference Section and Periodical Section. In the Stack Room books

are arranged according to dictionary catalogue method. Dewey Decimal Classification (DDC) scheme has been used for subject classification. The books in the Reference section is allowed for reference during working hours of the library. In the Periodical section there are several current newspapers and the library subscribes 20 periodicals and other supplements at present. Members are permitted to use this section throughout the working hours. Online Public Access Catalogue (OPAC) module provides a simple and clear interface for library users to perform tasks such as searching for and reserving items and suggesting new items. In addition to the usual services, library is involved in several best practices like conducting User Awareness Programmes for the first year PG and UG students, book exhibition, e-magazine publication, book review contests, quiz competitions, Reading Week celebrations, Best User Award, Literary Debates, etc. Library also provides Question Bank Service for supporting the students to appear in University examinations. Library also maintains an institutional literature collection

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	http://www.nsscnilamel.org/facilityitem/25/

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

A. Any 4 or more of the above

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

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

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

1.27279

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

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)**4.2.4.1 - Number of teachers and students using library per day over last one year****15**

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

4.3 - IT Infrastructure**4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

Broadband connection is changing the way students learn and educators teach. Students, faculty and visitors at our campus now enjoy the flexibility to access web and exchange resourceful information from anywhere within campus. To study advance and provide students with the best of the latest services, our campus has gone Wi-Fi . The students, members of the faculty and nonteaching staff can access the internet, free of cost, all through the working hours, via the twenty-five PCs which are at their service. The photostat centre is equipped with two photocopier machines, and the centre is also governed by the IT club. The College Council puts forward a member of the faculty to serve as the Convener of the Club. The internet connectivity is available to faculty and students in the general library too. twelve classrooms are furnished with LCDs. The Department of Physics owns an exclusive computer lab. Every staff room has at least one personal computer which is web-enabled via Wi-Fi. The accessories like printers, UPS and headphones accompany the PCs. We have 54 working computers in various departments, labs, library, general computer labs, and college office.

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

4.3.2 - Number of Computers

54

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

4.3.3 - Bandwidth of internet connection in the Institution	D. 10 - 5MBPS
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File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

203.33249

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

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

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. The facilities of college include adequate number of classrooms, a library, an auditorium, a seminar hall, laboratories, a computer lab, play grounds, etc. The college auditorium can accommodate around 400 students and staff for organizing academic and cultural events. 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 lab-assistants who are given the responsibility to assist the activities in 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. The library of the college has a huge collection of books, which includes reference, journals, and NLIST databases. A Library Advisory Committee which comprises teachers and students is constituted to give needed guidance and suggestions. 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.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://www.nsscnilamel.org/facility

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

826

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

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

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

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

B. 3 of the above

File Description	Documents
Link to Institutional website	http://www.nsscnilamel.org/studentsupport
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**90****5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year****90**

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

A. All of the above

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

5.2 - Student Progression**5.2.1 - Number of placement of outgoing students during the year****5.2.1.1 - Number of outgoing students placed during the year**

8

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year**5.2.2.1 - Number of outgoing student progression to higher education****158**

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)**5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year****1**

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

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

10

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

College follows the Parliamentary system of election. University of Kerala provides an election calendar and the College Union election is adhered to the date declared by the University. Major Activities like Fresher's Programme , Onam Celebrations. Union Inauguration, Arts Festival, Film Festival., Extension Activities, X'mas celebrations, College Day Celebration, Charitable services and Publication of annual magazine.. Inauguration of College Union and Arts Club, Fresher's Day, Annual Arts Festival and Sports Meets are planned and organised by the Council. Annual College Day programmes are also coordinated and conducted by them including poster exhibitions, talent shows, film festivals, awareness drives, blood donation campaigns, food fest, music fests etc. Social and charity works are also facilitated by the council and it actively associates with social welfare activities of the NSS and NCC units. A committee comprises a staff advisor, a staff editor and a team of students helps the magazine editor in compiling the magazine. The finance for the activities of the College union is met from the Union fund allotted by the Government and also from the PTA.

File Description	Documents
Paste link for additional information	http://www.nsscnilamel.org/galleryitem/93/office
Upload any additional information	View File

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

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

46

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

5.4 - Alumni Engagement

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

There is a non- registered Alumni Association that contributes significantly to the development of the institution and its constructive co-operation has been appreciated by the institution. Interactive sessions are organized and the former students enthusiastically attend these sessions. Alumni contribution happens in various non-financial forms such as alumni interaction, conducting mock viva, mock personal interviews, conducting seminars and various other academic endeavors and thus sincerely contributes towards the qualitative growth of the institution. Alumni visit campus at regular intervals to support the existing batch of students in planning, conducting and organizing events, providing support and guidance for functioning various students clubs.

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

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

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision: The vision of the college is “quality education through academic excellence, skill development and character formation to produce socially committed citizens”. **Mission:** The mission of the college is to provide value oriented and technology based intellectual training, to empower the students to compete in the present-day global scenario and to bring out morally upright and socially committed men and women who could contribute to the development of the nation. The learners are inspired to seek and entrench true knowledge and wisdom by inculcating in them the sublime ideals of cosmic, spiritual and human values. The institution has constituted various committees and governing bodies for both academic and administrative purposes. The management, head of the institution, IQAC and various other committees work in tandem to chalk out various strategies for attaining excellence in all aspects of governance. The significant contribution of the teaching and non-teaching faculty in this regard is commendable. The management and the various institutional governing bodies usher in novel and significant methods to ensure systematic and effective governance. Academic and administrative processes are always improvised to suit the evolving nature of the contemporary educational scenario. This is accomplished through the collective effort of the various agencies operating within the system. The institution as a whole aims at creating a broader and progressive outlook in terms of education, health and environment, beyond the barriers of

religion, culture, and compartmentalized sections of the society and the nation at large.

File Description	Documents
Paste link for additional information	http://www.nsscnilamel.org/
Upload any additional information	No File Uploaded

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

Participative Management is practised at the management, institutional and departmental levels. The practice of decentralization is seen in the extensive delegation of authority to the Heads of the various Departments in the college. At the college level, the Principal involves the IQAC, HoDs and staff members of various committees to formulate the policies and programs that need to be implemented. The HoDs are responsible to correlate the day-today administration of the department and report to the Principal. The HoDs and Coordinators of the committees put forward ideas and suggestions for the development of the college and the same are submitted to the Principal. These are discussed in the staff and IQAC meetings. Further the plan of actions is discussed in the College Council meetings. Student's clubs, committees and the college union are granted autonomy to ensure their whole-hearted participation. Students through their class representatives express their needs and suggestions to their class tutor during tutorials. In addition to all this, PTA meetings are held regularly. Valuable suggestions and feedback from parents and well-wishers help to analyse the limitations.

File Description	Documents
Paste link for additional information	http://www.nsscnilamel.org/
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Activities that were successfully implemented in the development of ICT facilities of the college. The college has adequate number of smart class rooms. Wi-Fi is accessible in the classrooms

adjacent to the department, thereby facilitating ICT enabled teaching learning. Students and teachers are provided with Wi-Fi facilities for academic purposes. Library has INFLIBNET facility, using which significant number of e journals and e-books are made available to students and faculties. Various search engines like Google search, G Scholar etc are used for resources. Science departments make use of the benefits of virtual labs for collaborative learning. Many faculty members have created online digital repositories on platforms like You Tube. Various Apps such as Kahoot, Socrative are used to conduct quizzes. Advancement in administration through the purchase and usage of office automation software. Platforms such as Google Classroom, Google Meet, Zoom, Cisco Webex were used to create virtual classrooms.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://www.nsscnilamel.org/images/CriteriaSix/445f76f643648709c5729c9d81775b43.pdf
Upload any additional information	No File Uploaded

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

The NSS colleges' central committee manages and regulates the functioning of the institution. The management plays the pivotal role in appointment of all the staff including the Principal in strict accordance with service or appointment rules and merit. The Principal along with the College Council delegates and supervises duties given to the teaching and office staff. The IQAC ensures quality maintenance through regular department visits besides formulating new strategies for progressive student experience and faculty development. The College Council comprising of the Principal, Heads of various departments, elected representatives of teaching staff, office Superintendent, and IQAC coordinator meet regularly to propose, devise, execute, monitor, evaluate and resolve issues.

File Description	Documents
Paste link for additional information	http://nsscnilamel.org/uploads/6.2.2ssr.pdf
Link to Organogram of the institution webpage	http://nsscnilamel.org/uploads/Organogramconverted.jpg
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The institution recognizes employees as the most valuable resource and has effective welfare measures which enables them to develop and optimize their full potential. Staff members who attend various training programmes/orientation/refresher courses and centralised valuation camp for the evaluation of university answer scripts are treated as on duty subject to existing government rules. Statutory/ contributory Pension schemes are implemented for permanent staff according to the date of joining in the service. Contributory pension scheme was implemented for permanent staff who joined their service after 01.04.2013. 10% of the salary was deducted from the employee with a corresponding contribution from the government and was accrued to NPS fund every month. A good reading and reference facility are available in the general library. Teachers are provided with online access

like NLIST and INFLIBNET. National festivals and state festivals are celebrated in the college with a spirit of unity and fraternity.

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

6.3.2 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

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

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

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

2

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

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

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

17

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

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

The college has various mechanism to evaluate the performance of both the teaching and non-teaching staff. This is done every year to enhance the quality of the staff members. 1.Student evaluation of teachers: In order to evaluate the quality of the teaching

staff, the students are given feedback form by the IQAC. The feedback collected from the students is analysed and utilised in the assessment process. 2. Self-Appraisal of Teachers: Every teacher has to furnish the selfappraisal form (Academic Performance Indicator) which provides annual performance of teachers. The major components of selfappraisal are general information, academic performance indicators, co-curricular, extension, professional development related activities, contribution to research and academic proficiency. 3. Self-Appraisal of non-teaching staff: In order to make the administrative staff competent and responsible, the management has introduced an assessment mechanism. The Head of the institution gathers the required data as per the directions from the latter. 4. Annual reports: The annual reports prepared by the Heads of the Departments contain all the activities organized in the department including invited lectures, seminars, as well as the major achievements of the students and the faculty members.

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

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

N.S.S. College has a transparent and well-planned financial management system and conducts external audits of the college books of accounts for the respective financial year. 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. 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 NSS Colleges' Central Committee. The internal audit of Management accounts is done by the Treasurer, NSS Colleges' Central Committee periodically.

File Description	Documents
Paste link for additional information	http://nsscnilamel.org/uploads/6.4.2PTAadd.pdf
Upload any additional information	No File Uploaded

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

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

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

The institution has been financially supported by both government and non-government bodies in its functioning. Purchase of books, laboratory chemicals and equipments, furniture, ICT resources, maintenance work etc. are met by these funds. Construction of new buildings and modernisation of existing facilities are accomplished through special assistance from national funding agency, RUSA. All these fund mobilizations are done through carefully drafted proposals based on the requirement of the college as a whole and for the individual departments separately and after several rounds of planning and discussion by various committees. Being a governmentaided institution, it functions in accordance with the rules and regulations of the government and the requirements for the effective management of the institution

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

6.5 - Internal Quality Assurance System

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

Two practices institutionalised with IQAC initiatives are:

1.Feedback mechanism: The IQAC of the college has implemented a feedback system for students based on institutional parameters such as infrastructure and facilities, curriculum delivery and pedagogy, discipline and environment, staff and support, club and cocurricular activities, and so on. The feedback submitted online are analysed, and measures are taken for reforms and redressal. They function as the stimulant for upgradation of teaching-learning processes, developments in infrastructure and facilities, skill-enhancement and professional development of the staff, capacity building and enrichment of students. The online feedback mechanism offers a constructive self-assessment procedure integral to fostering and enhancing academic excellence and institutional development. Regular feedback is collected and analysed properly. The findings are communicated to the concerned authority and accordingly actions were undertaken.

2. Academic and Administrative Audit (AAA): Main purpose of AAA, initiated by IQAC is the effective implementation of teaching learning processes and proper documentation of all academic and administrative matters of each department. The internal academic audit is done by academic cell members in each year for the quality assurance of teaching learning processes. The peer review-based audit evaluates the accomplishment of all procedures in teaching -learning processes.

File Description	Documents
Paste link for additional information	http://www.nsscnilamel.org/home
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and

recorded the incremental improvement in various activities

Institutional reviews and implementation of teaching learning reforms facilitated by the IQAC are: Academic Review IQAC has implemented an internal academic and administrative audit to facilitate teaching learning process. As a part of comprehensive evaluation of the teaching learning and administration, Academic and Administrative Audit (AAA) is conducted regularly. The committee evaluates the performance of each department in planning, administration and record keeping of both curricular and co-curricular activities. The objective of AAA is to generate uniformity in the structure and methodology of curricular and cocurricular aspects of every department. The departments adhere to the norms formulated and initiated by IQAC regarding timetable, workload, syllabus division, timely completion of allotted portion. The extracurricular aspects of the department are also monitored by IQAC. **Conduct of seminars and workshops:** The implementation of teaching learning reforms include the regular conduct of Seminar and workshops which provide the students an opportunity to interact with experts and eminent personalities. Discussing the relevant topics related to the particular subject, students and teachers are exposed to the latest information and new skills related to the subjects concerned or their area of interest .

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://nsscnilamel.org/images/AnnualReport/70c5d9484436af83d8594ca895b92d99.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The college is a co-educational institution with 74% of the teachers and about 70% of the students being female. A safe and secure academic environment is ensured within the campus and guarantees protection to the students and staff through various gender justice forums. Separate grievance redressal cells are constituted for ragging and sexual harassment cases. The institution offers the following facilities for the promotion of gender equity, safety and welfare of women: The campus is safe guarded with compound wall, CCTV surveillance in addition to round the clock security. It is mandatory for the students and teachers of the college to wear ID cards issued by the college. The college has Student's Grievance and Redressal Cell, Anti- Ragging cell, Sexual Harassment Cell and Women Cell which deal with complaints of the students and take prompt and rigorous actions. The Counselling and Guidance Cell facilitates professional assistance to participate effectively in the issues pertaining to the students. The Women Study Unit ensures the conduct of programmes on Gender sensitisation, mental and health issues. Considering the special needs of female students, the college has a common retiring room designed to meet their requirements, which enables them to relax and spend time to socialise with others.

File Description	Documents
Annual gender sensitization action plan	http://www.nsscnilamel.org/criteria-seven
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://www.nsscnilamel.org/images/CriteriaSeven/b544df7f02d1484ef35367d57d789413.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	B. Any 3 of the above
--	------------------------------

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

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

The institution gives importance to proper disposal of waste material in the campus persisting in the three "R" s of sustainability: Reduce, Reuse and Recycle. Our college has a gathering of around 1400 persons resulting in generation of around 3 Kg of waste per day. It is insisted that the students and staffs should bring the food in steel Tiffin carrier. The institution provides awareness minimization of non-degradable wastes through seminars and accumulated waste is separated to solid, liquid and e-waste. Separate colour coded bins are used for collection. The habit of collecting the plastic wastes from the campus by the "Haritha Karma Sena" and handing them over to the Panchayath are being successfully practiced. The college canteen utilizes bio fuel emanating from Biogas Plant for cooking purpose. Chemical liquid waste generated in the lab is collected in separate underground pits which are located aloof from the water bodies. Autoclaves are used as heat treatment processing units to destroy microorganisms before disposal. Efficient utilization and replacement of electronic equipment are

successfully practiced in order to reduce e-waste in the campus.

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

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

B. Any 3 of the above

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

7.1.5 - Green campus initiatives include

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

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

A. Any 4 or All of the above

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

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	A. Any 4 or all of the above										
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Reports on environment and energy audits submitted by the auditing agency</td><td>View File</td></tr> <tr> <td>Certification by the auditing agency</td><td>No File Uploaded</td></tr> <tr> <td>Certificates of the awards received</td><td>View File</td></tr> <tr> <td>Any other relevant information</td><td>No File Uploaded</td></tr> </tbody> </table>	File Description	Documents	Reports on environment and energy audits submitted by the auditing agency	View File	Certification by the auditing agency	No File Uploaded	Certificates of the awards received	View File	Any other relevant information	No File Uploaded	
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Certification by the auditing agency	No File Uploaded										
Certificates of the awards received	View File										
Any other relevant information	No File Uploaded										
7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	A. Any 4 or all of the above										
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Geo tagged photographs / videos of the facilities</td><td>View File</td></tr> <tr> <td>Policy documents and information brochures on the support to be provided</td><td>View File</td></tr> <tr> <td>Details of the Software procured for providing the assistance</td><td>No File Uploaded</td></tr> <tr> <td>Any other relevant information</td><td>No File Uploaded</td></tr> </tbody> </table>	File Description	Documents	Geo tagged photographs / videos of the facilities	View File	Policy documents and information brochures on the support to be provided	View File	Details of the Software procured for providing the assistance	No File Uploaded	Any other relevant information	No File Uploaded	
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Geo tagged photographs / videos of the facilities	View File										
Policy documents and information brochures on the support to be provided	View File										
Details of the Software procured for providing the assistance	No File Uploaded										
Any other relevant information	No File Uploaded										
7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e.,											

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

Due to the vision of our college we initiate extensive and diversified efforts to enable the students to be publicly committed and socially responsible. Celebrates regional festivals like Onam, Christmas etc with certain cultural programmes like 'Thiruvathira', 'Onapattu', 'Vanchipattu', christmans papa, pulkkodu ,mehandhi competitions etc to preserve the unique tradition of unity. World environment day celebrations were organized by different departments by planting saplings of various types and awareness of conservation of environment etc Department of English offers Communicative English in curriculum as open course, which facilitates the communication through the world wide accepted language to students. The college follows Gender Equity Policy and believes in enforcing the virtuous policy of envisaging equality between women and men. Institution, in association with Women Study Unit initiates programmes like several cultural competitions of various departments. Conducted rallies and seminars to make the local people aware the consequences of using narcotics, conservation of energy, importance of blood donation and takes effort to clean the Public health center. Extension activities help to develop attitude to achieve sustainable lifestyle. Programmes on tolerance and harmony are organized to make the students to do away with negative attitude and create a sense of belongingness

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

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

The college takes initiates steps to conduct programmes and encourages participation in related social forums. The awareness programme for first year students specifically stresses on the value based policies, departmental ethics, code of conduct etc. College initiates to take pledge regarding the constitution in the constitutional day and a national seminar was done regarding the parlimentary affairs in association with Ministry of Parliamentry Affairs. Institution ensures the participation of

faculties in duties assigned by State Election Commission, State Entrance Commission and Kerala Public Service Commission. The college furnishes the procedure about the scholarships to the students belonging to the economic backward community. NSS and NCC units in the college perform the following activities to enhance the responsibilities as a citizen in community. Plant sapling on World Environment Day. Create awareness about the medicinal plants in the community. Provide helping hand to disabled, bed-ridden, having severe illness, orphans etc. Organize awareness programmes about the impact of deforestation and importance of forest conservation. Initiate conscious effort to make the students aware of the importance of hygiene in public health. Organize campaigns and rallies against narcotic activities. Conduct Blood donation and free medical camps.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://nsscnilamel.org/images/AnnualReport/70c5d9484436af83d8594ca895b92d99.pdf
Any other relevant information	NA

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

A. All of the above

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

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

To improve the leadership qualities and simplicity in life among the students we celebrate "Mannam Jayanthi" on January 2, the birthday of Bharath Kesari Mannathu Padmanabhan, who was a great leader, educationist, futurist and mentor and above all the founding father of the institution. Celebration of national or international days and events are deemed necessary for the preservation of our culture and heritage. Commemoration of our great personalities augments the confidence levels of our students. · Celebrations of National festivals like Onam, Christmas, Holi help the students to understand and appreciate the traditional and cultural values and accommodate themselves to the comprehensive environment. · Independence Day and Republic day are celebrated every year in the college in an official manner including flag-hoisting and sweet distribution. Inter-departmental quiz competitions are conducted on "Gandhiji and Indian National Movement" as part of the Gandhi Jayanthi celebrations. Orientation is given to students on the perpetuation of the importance of Ahimsa (non-violence) and truth fullness in contemporary world. · Observation of Martyr's Day on 30th January is an obeisance to the "Father of Nation" and soldiers who sacrificed their life for our nation. ·

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

1. 'SevaDhara' - Interdependence is the essence of Humanity
"Sevadharma" is an ambitious welfare project implemented by NSS College Nilamel as a leading step towards social responsibility and accountability. Driven by the motto 'Interdependence is the essence of humanity', the project was introduced in the year 2017 with the fundamental belief that social support activities embodied the power to eliminate and tackle several problems faced by humanity. The primary aim of the project is to involve students and teachers in social welfare activities, thereby instilling a service mentality in individuals and molding them into socially responsible citizens of the country.

2. 'Njanahastham' sharing of knowledge

The College with the virtuous aim of sharing its diverse valuable knowledge resources with the public along with the students has initiated the process of Njanahastham. The primary objective of the initiative is to strengthen the bond between public domain and knowledge in addition to exchange of avant-garde ideas and above all ensures effective dissemination of ingenious knowledge. The optimal utilisation of college resources is aimed at reinforcing the cultural and bond and in mitigating the knowledge gap existing between the campus and the public.

File Description	Documents
Best practices in the Institutional website	http://www.nsscnilamel.org/best-practises
Any other relevant information	NA

7.3 - Institutional Distinctiveness

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

"Quality education through academic excellence, skill development and character formation to produce socially committed citizens"
 Our vision has a spotlight to build up the fellow citizens having responsibilities ethically correct and commitments towards society. The college has its own mission commencing on the extension activities to understand the importance of social commitment by focusing our vision. So the students in the college

become socially responsible individual through the activities enriched with the social awareness. The activities were found to be beneficial to the community and help to enhance the relationship to the community and the students. 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.

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

7.3.2 - Plan of action for the next academic year

- Equipping the college for Four Year UG program which is going to be implemented from 2024-25 onwards
- Mobilizing Research Funds: This involves submitting innovative research project proposals to various funding agencies
- Enhancing Infrastructure Facilities: ICT-enabled Classrooms: Upgrading classrooms with technology such as smart boards, projectors, and high-speed internet connectivity to facilitate interactive learning experiences.
- Skill Development Center: Establishing a dedicated center for skill development and vocational training to equip students with practical skills relevant to their fields of study and future careers.
- Textbooks and Educational Resources: Investing in updated textbooks, reference materials, and online resources to support teaching and learning activities.
- Sports Facilities: Improving sports facilities such as playgrounds, gymnasiums, and sports equipment to promote physical fitness and extracurricular activities among students.
- Computers and IT Infrastructure: Providing access to computers, software, and IT infrastructure to support research, academic work, and administrative functions.
- Enhance mental health services on campus by providing

counseling, and psychiatric support tailored to the needs of college students.