YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution

Sree Narayana College for Women, Kollam

- Name of the Head of the institution

  Dr Aswathy Sugunan

- Designation

  Principal

- Does the institution function from its own campus?

  Yes

- Phone no./Alternate phone no.

  04742745644

- Mobile no

  9847353323

- Registered e-mail

  sncollegeforwomen@gmail.com

- Alternate e-mail

  aswathyarun1974@gmail.com

- Address

  Sree Narayana College for Women

- City/Town

  Kollam

- State/UT

  Kerala

- Pin Code

  691001

2.Institutional status

- Affiliated /Constituent

  Affiliated

- Type of Institution

  Women

- Location

  Urban

- Financial Status **UGC 2f and 12(B)**

- Name of the Affiliating University **University of Kerala**

- Name of the IQAC Coordinator **Prof.(Dr.) Sekaran.S**

- Phone No. **9446073917**

- Alternate phone No. **04742745644**

- Mobile **9496464119**

- IQAC e-mail address **iqac@sncwkollam.org**

- Alternate Email address **drsekhar72@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year) https://www.sncwkollam.org/naac

4.Whether Academic Calendar prepared during the year? **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: https://web.sncwkollam.org/acaacademiccalendar.php

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 3	**B+**	**2.65**	**2022**	**28/02/2022**	**27/02/2027**

6.Date of Establishment of IQAC **07/01/2004**

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	FIST	DST Govt of India	2022-2023	150000
Department of Chemistry	Research grant	University of Kerala	2022-2023	50,000
Institutional	eco-friendly incinuatorr	MLA SDF Scheme	2022-2023	200000
Institutional	High end Desk Top Computer	MLA SDF Scheme	2022-2023	1000000
Department of Chemistry	Patent Filing	TIPS	2022-2023	12000

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   **10**

- 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)

Department-specific examination results are analysed, and reports are delivered to the principal. Ensured college participation in NIRF, IIC, AISHE, and ARIA. Collected feedback from students, staff,

and parents to evaluate the college's academic goals. The IQAC intended to undertake different green practices to maintain an environmentally friendly campus through the activities. Annual Multidisciplinary International Webinar series conducted - Eclectics 2022

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
Proposal for data science lab,media lab, in the extension of RUSA building	Proposal submitted to PMUSHA
Renovation of Research Lab and building	Partially completed
Proposal for implementation of Four Year UG Program	Will be inplemented in the academic year 2024
Proposal for new PG and research departments	Application Submitted

13.Whether the AQAR was placed before statutory body?   Yes

- Name of the statutory body

Name	Date of meeting(s)
College Council	23/04/2024

14.Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	Sree Narayana College for Women, Kollam
• Name of the Head of the institution	Dr Aswathy Sugunan
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04742745644
• Mobile no	9847353323
• Registered e-mail	sncollegeforwomen@gmail.com
• Alternate e-mail	aswathyarun1974@gmail.com
• Address	Sree Narayana College for Women
• City/Town	Kollam
• State/UT	Kerala
• Pin Code	691001
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• Affiliated /Constituent	Affiliated
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• Location	Urban
• Financial Status	UGC 2f and 12(B)
• Name of the Affiliating University	University of Kerala
• Name of the IQAC Coordinator	Prof.(Dr.) Sekaran.S

• Phone No.	**9446073917**
• Alternate phone No.	**04742745644**
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Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
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13.Whether the AQAR was placed before statutory body?	Yes

- Name of the statutory body

Name	Date of meeting(s)
College Council	23/04/2024

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022-2023	05/04/2024

15.Multidisciplinary / interdisciplinary

The institute encourages conducting graduate and undergraduate

student projects in multidisciplinary and interdisciplinary topics such as nanotechnology, nanosciences, material science, geoarchaeology, health and social service, biophysics, nanotoxicity, sustainable development, energy and the environment, comparative literature study, and many more. The institute has initiated and managed an international online journal named "International Journal of Advanced Interdisciplinary Sciences (IJAIS)" with ISSN 2583-5734 to promote publishing research articles in multidisciplinary areas in science. The institution encourages PhD studies in interdisciplinary areas with national and international collaboration. Moreover, the undergraduate courses are equipped with an open course where the students get the opportunity to learn multidisciplinary subjects.

16.Academic bank of credits (ABC):

Academic Bank of Credits has been formed along the lines of the National Academic Depository (NAD). However, academic institutions must register via NAD with ABC. The affiliated institutes of the University of Kerala have not yet registered for the above mentioned

17.Skill development:

NSQF is a nationally integrated education and competency-based framework that enables persons to acquire desired competency levels. The National Skills Qualifications Framework (NSQF) organises qualifications according to a series of levels of knowledge, skills and aptitude. The Government of Kerala's Higher Education Department has a legacy of 8 years in the skill development domain. ASAP has trained over 2 lakh students in Higher Secondary schools, Undergraduate colleges, lakh and Technical Education institutions in Kerala. ASAP skill classes are different from the traditional academic pedagogy. ASAP has foreseen changes and developed proactive measures to create a skilled population in all emerging sectors. Our college has been a recognised ASAP centre since 2014, and many students from the college have successfully completed the course. Our college has been one of the few colleges that took up the ASAP venture from the beginning. Skill development courses create opportunities and talent for the student community of our institution. These are the roots of economic growth and community development. Therefore, ourinstitution has introduced a few courses in skill development.IT mission is such a programme under the initiative of Kerala State IT mission. It aims to provide basic computer knowledge for our students, especially those from socially and

financially weakersections. This programme benefits several students from all departments at our institution.

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

Under the Ancient Indian Knowledge Tradition, our college offers the students the "Bharatiya Kavya shastra" paper, the "Bhagavat Gita" paper, the Indian Epic Mahabharatha (Aadi Parva), the "Sanskrit Vyakaran" (Panini's Vyakaran Shastra), the "Natyashastra" and the Classic Poem "Raghuvamsha". And that was taught in Trilingual mediums (Sanskrit, Hindi, and Malayalam). Also the students get the opportunity to learn the poems from the Languages like "Maithili", 'Prakrut', 'Avadhi' and 'Vraj' To promote Indian Arts and Culture, our college offers a B.A. Music course to the students. Our college offers Malayalam, Hindi, and Sanskrit as additional languages for students to choose from for graduation. In our curriculum 'Film studies 'are included which promotes the National Integration from which students get the real meaning of 'Incredible India'. The curriculum includes topics such as "Medieval India: Sociocultural process," "Cultural formations in pre-modern world," "Cultural studies," "History of India during the medieval and modern periods", "Cultural formation of pre-modern world", "Socio-cultural processes in medieval India" etc.also the curriculum offers 'Translation Studies' from which the students get the opportunity to learn different culture . Wherever possible, we conduct more experiential language learning. For this we could hire outstanding local artists, writers, craftspersons and other experts as master instructors in various subjects for accurate inclusion of traditional Indian knowledge including tribal and other local knowledge. Yoga has been taught here for a long time. Even though English is our medium of instruction, we used communicate with students in their native language too. Even BA students are permitted to take exams in English, Malayalam, or a combined in both language .

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

Outcome-based education (OBE) is education in which an emphasis is placed on a clearly articulated understanding of what students are expected to know and be able to do, that is, what skills and knowledge they need to have, when they leave the school system. The goal of this approach, which is frequently referred to as performance-based education," is to measure the efficacy of a student's education not by the amount of time they spend in class, but by the outcomes they achieve. Curriculum, materials,

and pedagogical choices as well as assessments are all designed, revised, and applied with reference to the student learning outcomes. Starting in 2020, all courses in our university implementd an Outcome- Based Syllabus. All necessary measures are taken in our institution to ensure that OBE is fully implemented.

20.Distance education/online education:

As an affiliated college, we are not permitted to offer graduate-level distance education. However, we began UGC-approved NSQF courses. We also plan to introduce certificate programmes in both online and offline modes. The college is equipped with high-quality projectors, interactive boards and PCs with broadband connections. These resources have been integrated into 16 ICT-enabled classrooms and 12 smart classrooms. our college is selected as Local chapter of SWAYAM-NPTEL. Numerous students have been successfully completed various courses, and we are happy to have a few subject toppers too. Additionally, our faculties have been selected as top mentors. For efficient instruction, we have utilised digital tools such as Google Workspace for Education, Zoom, Telegram, YouTube, WhatsApp, etc. Teachers utilise Google Meet and Google Classroom frequently. The majority of teachers have developed E-learning content, including YouTube videos, Power Point presentations, video recordings via G Suite, audio lectures, blogs, the presentation of PDF notes and softcopies of learning materials, etc.

Extended Profile

1.Programme

1.1   **675**

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

File Description	Documents
Data Template	[View File](#)

2.Student

2.1   **3129**

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.2   **209**

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   **1165**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	[View File](#)

3.Academic

3.1   **96**

Number of full time teachers during the year

File Description	Documents
Data Template	[View File](#)

3.2   **96**

Number of sanctioned posts during the year

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**675**

File Description	Documents
Data Template	[View File](#)

2.Student

2.1 Number of students during the year	**3129**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

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File Description	Documents
Data Template	[View File](#)

2.3 Number of outgoing/ final year students during the year	**1165**

File Description	Documents
Data Template	[View File](#)

3.Academic

3.1 Number of full time teachers during the year	**96**

File Description	Documents
Data Template	[View File](#)

3.2	**96**
Number of sanctioned posts during the year	

File Description	Documents
Data Template	**View File**

4.Institution

4.1	**112**
Total number of Classrooms and Seminar halls	
4.2	**78.6**
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	**114**
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

- **Sree Narayana College for Women, Kollam, Kerala being an affiliated college, closely follows the scheme, structure and syllabus outlined by the University of Kerala. We follow a strict methodology for ensuring the effective delivery of the curriculum and academic activities are streamlined through workloads, time tables, lesson plans.**
- **The College offers 15 undergraduate programmes and 5 postgraduate programmes, 7 UGC approved diploma, PG diploma and Certificate courses, Initiatives of Department of Higher Education, Government of Kerala, such as Additional Skill Acquisition Programme, Walk With a Scholar and Scholar Support Programme.**
- **In order to enrich the educational experience of students, several webinars on topics of contemporary relevance were organized. Students are motivated to join online courses in Swayam, Coursera, Udemy etc. The performance upgradation of faculty members is ensured by encouraging**

- them to participate in Orientation and Refresher courses, enhance their research activity and update their knowledge by attending webinars/seminars, workshops and conferences.
- Students, research scholars and teachers can access library facility by utilizing INFLIBNET service. Apart from this departmental E-libraries were started as students could not visit libraries during the lockdown.
- The IQAC of our college spearheads in maintaining this momentum of quality consciousness and consistently strives to attain quality benchmarks in terms of the performance of our college in academic and non-academic domains.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://web.sncwkollam.org/downloads/Complete%20Syllabus%20of%20Courses%20Offered.pdf

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

- Sree Narayana College for Women, Kollam affiliated to the University of Kerala, follows the University academic calendar, which comprise significant dates including the date of commencement of classes, registration to the course, allotment of topics for assignments, internal tests, publication of internal exam results, notification for university exam, receipt of fees for university exams, submission of attendance statement of students and date of commencement of University exams.
- The approved academic calendar from University is circulated among all the staff and students, following which it is displayed on the notice boards of the departments and also in the institution website.
- The faculty members firmly conform to the academic calendar, prepare lesson plans based on it and deliver classes on time to ensure completion of portions as per the scheduled dates of the internal exams. The IQAC closely monitors the effective implementation of the academic calendar.
- The change in the schedule of the academic calendar is communicated to the students of the respective departments by the DLMC. Alternate arrangements are made by spacing

out teaching and learning exercises to positively meet the time line specified by the University.

The question papers for the conduct of CIE are prepared by the respective faculty members of each department and submitted to the CLMC. The conduct of CIE is held on a common time table and the answer scripts are evaluated promptly and the results are published within the time specified in the academic calendar.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://www.keralauniversity.ac.in/downloads/AcademicandExaminationCalendar20221664521387.pdf

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

15

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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

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

23

File Description	Documents
Any additional information	View File
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

581/3129

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

The cross-cutting issues relevant to professional ethics, gender, human values, environment and sustainability are highly valued by the institution as they are deeply intertwined with the vision, mission and core values of the college. The

institution integrates these issues into the curriculum by providing value added education and through activities organized by various cells and clubs functioning in the college.

The college gives top priority in delivering the courses related to these themes which have been prescribed by the University such as Environmental Studies, Medical Chemistry, Food Chemistry, Gender Studies, Dalit Studies, Dalit Literature, Women's writing, Business Ethics, Human Rights, Digital Media, Translation Studies, Fitness education, Health and Hygiene, Energy Physics, Nano Technology, Econometrics, Data Science, Taxation, Strategic Management, Child Development, Clinical Psychology, Counselling, Analytical chemistry, Textile designing, etc. The college offers value added courses like Soft Skill Development, Career placement Training, Competitive exams training, etc. Different functional cells of the college engage in various schemes and programmes related to these cross-cutting issues. Workshops and seminars on gender sensitization are regularly organized by the Women's Study Unit as well as the clubs and cells in our college. As part of value education, students are regularly made to participate in outreach programmes, visits to rehabilitation centres and destitute homes etc., with a view to impart human values and help nurture empathy towards the weaker sections of society.

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

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

109

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	**No File Uploaded**
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

855

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**A. All of the above**

File Description	Documents
URL for stakeholder feedback report	**Nil**
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	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	No File Uploaded
URL for feedback report	https://www.sncwkollam.org/_files/ugd/3bf38d_7e717949446e4b3e8d688b3023536a3f.docx?dn=feedback%2520sss.docx

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

951

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

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

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

159

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 newly admitted students are assessed by evaluating the marks

obtained for their qualifying examination and first internal examination marks and categorized into advanced learners and slow learners.

Advanced learners Skill Development Programmes ASAP (Additional Skill Acquisition Programme).to enhance the skills of the students, by giving them training in various skill development programmes within and outside the campus. They are given opportunities to meet industry experts and scientists so that they get first hand information about areas of their interest. Coaching given to students to clear various competitive examinations and encourage them to organise academic events and paper presentations. Students are motivated to join online courses in: SWAYAM NPTEL, Coursera, Udemy.

The students are also given career guidance classes by internal and external experts.

Slow learners- Slow learners are given maximum support by the college by engaging them in: Remedial coaching Peer Teaching Book banks Student Support Programme Internal and external mentoring Impact Lectures

Other aspects for advanced and slow learners Multidisciplinary International and National Seminar series- ECLECTICS 2022 Earn while you learn programme Invited lectures and talks Wealth from Waste Eco friendly products Spoken English Class Internships Career Improvement sessions Placement cell – career counselling and guidance

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

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

Number of Students	Number of Teachers
3129	96

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

The college aims to integrate experiential, participatory and problem solving methods to enhance learning experience to students. Team games, debates, seminars, quizzes and case studies are conducted to make the teaching learning process more interactive and engaging. In the case of experiential learning, the students are required to compulsorily complete projects in their final semester of bachelors and masters degree, giving them the needed exposure to their area of study by way of case studies and other methods of interaction. Some students get involved in doing field visits and conducting surveys, especially the students of the department of economics and geography. Students of BSc are often taken for industrial visits in collaboration with renowned institutions. Under participative learning flipped classroom teaching , debates, team works, health awareness campaigns, etc are encouraged. The students are highly motivated to do online courses in NPTEL, Swayam, Udemy, Coursera and other MOOC platforms. Skill based training also encouraged. Under problem solving, case study method enhances the logical thinking and practical knowledge among students. Outcome based learning is contained in the curriculum and as such the students are trained to analyse and evaluate questions at the examination level.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	[NIL](#)

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

The ICT tools available in the college are high quality projectors, smart boards and computers with high speed broadband connection. These tools have been connected in 16 ICT enabled classrooms and 12 smart classrooms. SWAYAM- NPTEL local chapter- Many students have successfully completed different courses and we are proud to have toppers in a few subjects. Faculties too have been selected as top mentors. LIBSOFT Web OPAC which is available 24 hours enables users to search books available in the library from anywhere. The students and teachers have access

to subscription based journals from national and international sources. We have been using digital platforms like Google Workspace for Education, Zoom, Telegram, You tube, WhatsApp etc for effective teaching. Google Meet and Google Classroom are being used extensively by the teachers especially since Covid 19 pandemic. E learning content has been prepared by majority of the teachers you tube videos, power point presentations, video recordings via gsuite, audio lectures, blogs, presenting of pdf notes, soft copies of learning materials etc. The college has been able to make a mark in the national and international academic circles via the organisation and conduct of several webinars by all the departments.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

96

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

2.4 - Teacher Profile and Quality

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

88

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	No File Uploaded

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

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

47

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

540

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.

Internal examination assessment is done twice in a semester covering one or two course outcomes in each examination; however at the end of semester all courses outcomes are tested. The questions are framed in accordance with course outcomes and result is analyzed. Other methods are announced test/surprise test/Term examination, Online Quiz/ class room quiz, Power Point Presentation, group assignment, etc. Intended learning outcome is achieved by having a conducive learning environment with proper execution of the curriculum and transparent evaluation system. The curriculumassessment strategies are achieved through the proper structuring of classroom sessions, effective teaching methods adopted with emphasis on ICT- PowerPoint presentations, web search , use of interactive boards, etc. Seminars and assignments are given to the students based on their broad curriculum of each program. Internal examinations which are direct assessment techniques organized by internal examination committee in the department and indirect methods such as seminars, workshops, webinars, bring out better fruits of excellence. Other assessment techniques are projects submitted by the wards - independent basis and group basis. The components of formative and summative mechanism of assessment are class participation seminar presentation or communications, departmental debates, departmental writing competitions and retention of knowledge.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	NIL

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

Complete transparency is maintained in the evaluation and redressal of grievance of students. The internal examinations of all semesters are conducted in a time bound schedule and the results are published within the stipulated time. Students who are unable to attend the internal examinations due to medical or any other reasons are required to report it before hand or immediately to their class tutor. For postgraduate students two internals will be conducted per semester. In case of any complaints regarding mark distribution, the answer sheets will be evaluated once again. In case of any unresolved grievances, students may consult the HOD. In terms of external examinations, students who score less marks than expected can apply for

revaluation within 15 days after the publication of results in the university website. In case of mass discrepancy in marks, a complaint is lodged through the college principal to the Controller of Examinations. Common grievances of students like non-receipt of hall ticket or wrong entries are communicated to the University section and resolved at theearliest. Grievances regarding question papers of external examinations such as out of syllabus questions, typing errors and other mistakes will be reported to the Chairman of the concerned paper.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	NIL

2.6 - Student Performance and Learning Outcomes

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

Our College being affiliated to the University of Kerala follows the CBCSS course and curriculum of the University. An outcome oriented system is being implemented through curriculum framework, upgrading academic resources continuously, improving quality of teaching, and through the use of advanced technology. Board of Studies of all departments under the University of Kerala have formulated programme specific and course specific outcomes. The POs, PSOs and COs have been incorporated within the syllabi and are available on the College website. Orientation about COs and POs and measurement are communicated to the students during induction. Faculty attend orientation programmes on designing, mapping and attainment of POs, PSOs and COs. Various programmes are organised within and outside the campus with a view to realise the intended learning outcomes which include growth of scientific temper through critical and curious thinking so as to contribute towards greater human cause. These programmes are implemented and coordinated by our Principal and a dedicated team of faculty. Learning outcomes will empower the students to be active and lifelong learners and to develop their future career with a better and meaningful orientation and develop a range of generic skills that are relevant to wage-employment, self employment and entrepreneurship

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	[NIL](NIL)
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.

Internal examination assessment is done twice in a semester covering one or two course outcomes in each examination; however at the end of semester all courses outcomes are tested. The questions are framed in accordance with course outcomes and result is analyzed. Other methods are announced test/surprise test/Term examination, Online Quiz/ class room quiz, Power Point Presentation, group assignment, etc. Intended learning outcome is achieved by having a conducive learning environment with proper execution of the curriculum and transparent evaluation system. The curriculum assessment strategies are achieved through the proper structuring of classroom sessions, effective teaching methods adopted with emphasis on ICT- PowerPoint presentations, web search , use of interactive boards, etc. Seminars and assignments are given to the students based on their broad curriculum of each program. Internal examinations which are direct assessment techniques organized by internal examination committee in the department and indirect methods such as seminars, workshops, webinars, bring out better fruits of excellence. Other assessment techniques are projects submitted by the wards - independent basis and group basis. The components of formative and summative mechanism of assessment are class participation seminar presentation or communications, departmental debates, departmental writing competitions and retention of knowledge.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	[NIL](NIL)

2.6.3 - Pass percentage of Students during the year

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

825

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	https://www.sncwkollam.org/_files/ugd/49c9db_93c79e82c7724a939564e7080cc9595e.pdf

2.7 - Student Satisfaction Survey

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

https://www.sncwkollam.org/reports

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)

2.15

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

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

3.1.2.1 - Number of teachers recognized as research guides

17

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	[View File](#)

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

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

6

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	[View File](#)
Paste link to funding agency website	https://dst.gov.in/scientific-programmes/scientific-engineering-research/fund-improvement-st-infrastructure-higher-educational-institutions-fist, https://tips.timed.org.in/, https://www.keralauniversity.ac.in/home

3.2 - Innovation Ecosystem

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

The innovation initiatives at the college operates through a well-defined system.Institute Innovation Council (IIC) is functioning at the institute under the norms of Innovation Cell, Ministry of Education, Govt. of India, to promote Innovation and Strat-up in the campus. Our Institute has secured 1 star for the activities conducted at the campus to promote Innovation

ecosystem at the campus during IIC calendar year 2022-23.Our Institution providing unique opportunities for budding entrepreneurs and startups via. the creation of ideas and inventions for regional or national economic development. In connection with IIC, an idea submission portal 'YUKTI – National Innovation Repository (NIR)', is managed by our college for idea pitching. We have been 5 trained as Innovation Ambassadors at the college.The institute has also participated in young innovators programme (YIP) conducted by K-Disc, Government of Kerala. A group of three students got awarded with a cash prize of Rs. 25,000/- for winning district level YIP. Later they have been selected in State Level YIP for a cash prize of 50,000/- and further funding for the start-up. The IIC team participation in 'Ente Keralam Exhibition 2023' Kollam and exhibited our products.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://drive.google.com/file/d/1UqXtsPGxqcx0pz3FWdt6zMAxxnWog_pv/view?usp=drive_link

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

19

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

8

File Description	Documents
URL to the research page on HEI website	https://www.sncwkollam.org/overview
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

29

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

21

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

The college has been in the forefront to enhance the wellbeing of the neighbourhood communities by engaging in transformative and participatory actions. The college insists in the development of socially committed individuals for the development of the country. The students are encouraged to participate in various extension activities by sensitising them about different social issues and the need for community participation. Extension activities are organised under the banner of NCC, NSS, departments, clubs, and cells. Target groups are mainly school children, adolescents, women, other marginalised sections of the society. The activities like response to social issues, women empowerment, sustainable development and environmental protection is being promoted.

Major extension activities during 2022-2023 are:

- Celebration activities during World Environment Day, AZADI KA AMRIT MAHOTSAV (76th Independence Day), National Nutritional Week, Gandhi Jayanti, Constitution Day, World AIDS Day, International Earth Day, International Day of Yoga etc.
- Palliative support 'Karuthal': Distributed wheelchair, walker, diaper to those who were in need.
- Anti-Drug Awareness Programme 'VIMUKTHI'
- Awareness seminar on anti-microbial resistance.
- Puneet sagar abhiyan- cleaning programme at Kollam Beach
- HIV AIDS Prevention Campaign Talent show
- 'Aksharapookkal'- Books and Accessories donating programme
- Music programme for the relaxation of mentally retarded children and palliative care units

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1gQxqmFlHqzE3JoJMO_pkqMI1GS14SPGh/view?usp=sharing
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

7

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

47

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

3902

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

26

File Description	Documents
e-copies of related Document	View File
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

2

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
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.

Physical Facilities The college offers two research programmes, five postgraduate programmes, and fifteen undergraduate programmes. The college complies with the requirements of the University of Kerala, our affiliated organisation, and provides students with adequate infrastructure and physical facilities. The college's infrastructure needs are frequently noted by the College Council, IQAC, and Planning Board. Infrastructure is developed using grants from the UGC, RUSA, FIST, management, as well as other internal and external funds. To build computer rooms, we receive funding from the MP Lad initiative and Kerala State Information Technology. Departments with well-equipped classrooms, smart classrooms and laboratories for effective teaching –learning process, library with internet facilities, Computer lab, Reprography centre, well-furnished seminar hall and auditorium are available for students and staff. Both academic and cultural events are held at the college auditorium. The Campus is Wi-Fi enabled. The college has 15 UG, 5 PG and 2 Research laboratories , a well-maintained basketball court, Yoga training for students after class hours, 60 Classrooms , 16 Smart Classrooms , 1-Library Block, 3 Computer Centre , 1 Mini Conference Room, 1 Examination Room, 1 Rest room for girls , 1-Hostel on a rental basis, 1 Health Centre, 1 Botanical garden , 1 Museum 1 Canteen, 1 Principal's chamber, 1 Administrative Office, 16 Staff rooms, 1 Record Room, 1 Store Room , 1 NCC Room, 1 NSS Room, 1 FSA Room, 24 CCTV and 1 Student co-operative store .

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional information	https://www.sncwkollam.org/infrastructure

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

The institution has sufficient facilities for sports, games (indoor and outdoor), yoga, and other activities. 1. We have a multipurpose court with space for basketball, handball, shuttle

badminton (2 Nos.), and roll ball.The basketball court was
built in 2008 and refurbished in 2020. It covers an area
ofaround 6450 Square feet. In addition, Also we have a Kho-Kho
court inside the campus, which is around 6000 Square feet.We
share a 200 metertrack and field, a volleyball court and a
football field of around 2,15,278 Square feet which we share
with our sister institution. Page 34/69 28-05-2023 09:09:26 2. A
multi- purpose indoor facilities like Internationaltournament
table tennis board (2 Nos.), Wrestling mat, Weightlifting and
Power lifting platforms. It is around 6450 Squarefeet. 3. A
multipurpose fitness centre (Gymnasium) with a portion for
aerobic and strength training. We have multiple machines for
different muscle parts, individual muscle training machines,
barbells, weights, and dumbbells for strength training .Three
treadmills and an three Orbitrek are available in the aerobics
area . 4. We also have a 6450 Square feet Seminar cum Yoga hall
for imparting yoga training to passionate students and staff.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	[https://www.sncwkollam.org/infrastructure-1/multipurpose-basketball-court%2F-badminton-courts](#)

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

34

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	[https://www.sncwkollam.org/infrastructure-1/smart-classrooms](#)
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)

12602173

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	View File
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 major renovation and transformation work of computerization of the library was started in the year 2000 and also the softwareLIBSOFT was installed in 2001. Barcodes were introduced for quick issue and return operations. Circulation process is also totally automated. in the year 2012 the library gate register module was introduced where the member entry details are recorded and displayed by swiping the bar coded ID card of the users. The Online Public Access Catalogue (OPAC) which is available 24 hours helps the users to search books available in the library from anywhere. A digital repository which stores information in digital form, the main objective of which is to provide a collection of e books and e-journals to the students, functions in the college library. The college became the member of the N-List programme, which is such a digital repository, of the INFLIBNET in the year 2012. The library has access to a large number of national and international e-resources with full text access. Some of the services are Cambridge books online, JSTOR, Springer, Royal Society of Chemistry, Taylor Francis e books etc. The major services of the library now are book lending, reference services, internet services and OPAC. The library is open on all working days from 8.30 am to 5.00 pm and the LIBSOFT. The college has an active IT Infrastructure Monitoring Committee that updates its IT facilities on a timely basis. Atpresent, library is providing access to more than 6000 e-journalsand 32 lakh e-books through NLIST, a part of e-ShodhSindhu and anumber of other open-access databases.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://sncwlibrary.libsoft.org/

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)

255532

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	View File
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

65

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

The college provides Full time IT facilities for Teaching, nonteaching and office staff. Internet facility is available in the staff rooms.We have 104 computers in our college, out of which, 93 can be accessed by the students and 11 for administrative purpose. WiFi has been enabled for all the blocks in the college campus.The students can access the internet in the library as well as the WiFi available. Access to the INFLIBNET was also availableespecially in the Library.The college has an updated website which gives information on thecurricular and non curricular activities of the students. The college website is monitored and updated from time to time by the IQAC cell of the college. The computers and printers of Administrative block and Computer Lab are connected by LAN. BSNL high speed fibre optic cable connection ensured through 50 Mbps was installed in the principal chamber so as to access communications from the examination section of Kerala University. The whole campus of the college is Wi-Fi enabled . The institution has 16 ICT enabled class rooms and one seminar hall fully equipped with Wi.fi. Most of the departments have LCD for Power Point presentation for students at UG and PG level.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.sncwkollam.org/infrastructure-1/computer-centre

4.3.2 - Number of Computers

140

File Description	Documents
Upload any additional information	View File
List of Computers	View File

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

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

4.4 - Maintenance of Campus Infrastructure

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

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

12602173

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts	View File
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.

Our campus is safe, secure, comfortable, well-ventilated, and attractive. The College has a system for maximising infrastructure use and maintenance. Due to expansion plans, our college has smart classrooms, laboratories, campus hostel, canteen, library, cooperative society, digital room, computer centre, craft and tailoring unit, and more. The facility also has an auditorium, mini conference hall, seminar hall,

furnishings, equipment, information technology, outdoor learning areas, vehicular access, and parking. We have a fitness centre, basketball/badminton court, martial arts and gymnastics training facilities, and a Quadrangle for games and recreation. The futuristic and eco-friendly school installed a rainwater harvesting system, student vegetable gardens, biogas plant, incinerator, and solar panels. The Principal chairs a maintenance committee to maintain the college's building and equipment and monitor quality and timeliness. Lab assistants oversee and maintain labs. Library Advisory Committee meets regularly to decide on book purchases, e-books, and online facility maintenance and upgrades. - Students read and research in the computer centre. 16 smart classrooms with smart interactive white boards and projectors, Internet and WiFi enabled campus, College Canteen, College Hostel, Cooperative Society, Sports facilities, and 24-hour security.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

1703

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

45

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

File Description	Documents
Link to Institutional website	https://www.sncwkollam.org/copy-of-certified-cources
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

1756

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

1756

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 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	View File
Details of student grievances including sexual harassment and ragging cases	View File

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

112

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

408

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

18

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.

28

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
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)

Students' Union The College Union has 12office bearers. The union organizes various cultural, literary and sports activities under the leadership of the Union Chairman & team Student representation in Administrative Bodies The student union has an important role in the IQAC. Students are active members in all the clubs and cells. Department level student associations Apart from Union activities every department has student associations that organize various events. In the year, our student community has organized green initiatives like planting of saplings, sale of handcrafted materials; food fests, drama fests, relief materials collection centres, palliative care, and the like. Our students regularly supply food packets for inmates of a nearby destitute home and to patients and by-standers of Kollam District Hospital. NSS and NCC Student volunteers in NSS and NCC actively participate in myriad activities like school adoption, village adoption, Swachh Bharath Rally and Beach Cleaning, Youth Leadership and Community Development camp, Walkathon- FIT India Programme and Sanitizer production. Student participation in Hostel administration Students residing in campus hostel also take part in the administrative and management affairs of the hostel. A PG student will be appointed by the Deputy Wardens as

the Captain of the hostel.

File Description	Documents
Paste link for additional information	https://www.sncwkollam.org/college-union ,https://whttps://www.sncwkollam.org/asap ,eb.sncwkollam.org/stdmagazine.php, https ://www.sncwkollam.org/clubs-and-cells-2, https://www.sncwkollam.org/coundelling,ht tps://www.sncwkollam.org/arts-day,https:/ /www.sncwkollam.org/sports-day,https://ww w.sncwkollam.org/ncc,https://www.sncwkoll am.org/nss,https://www.sncwkollam.org/yip
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

127

File Description	Documents
Report of the event	View File
Upload any additional information	View File
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

For keeping up a warm and creative relationship with its former students and to build up a social and political order based on love, peace and harmony, the alumni of the college was officially started in the year 2001(Reg No:KLM/TC/610/2015)with Prof.M R Saraswathi as the President. The alumni play an active

role in almost all the endeavours of the college. It imparts quality education to the youth to make them responsible citizens to build a prosperous nation in collaboration with the college by organising various programmes and is very much involved in the curricular and extracurricular activities of the institution. The association has instituted yearly cash awards for meritorious students who excel in curricular and extracurricular activities. Free uniforms, mid-day meals and books are contributed to the indigent students. The alumni of our college functions on the basis of parameters like the Institutional vision and leadership, strategy development and deployment. During the covid times, those students who don't have mobile phones and are unable to attend the online classes are given mobile phones by FSA. A cheque of Rs. 2 Lakh was given by the former students for the renovation purpose of the college.

File Description	Documents
Paste link for additional information	https://web.sncwkollam.org/alumni.php
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	A. ? 5Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The governance of the institution is reflective of an effective leadership and goes in tune with the vision and mission of the institution. The college, ever since its inception in 1951, is governed by its distinct Vision and Mission, based on which the governance of the institution is framed.

Vision

Enlightenment through Education

Empowerment of Women

Social Upliftment

Mission

Spreading the flaming light of true wisdom

Freedom through Education

Develop inherent talents

The System of Good Governance

The college's robust leadership is effected through a comprehensive organizational structure and well-defined systems.

The Board of Management

The Managing Committee of the SN Trusts comprising of 13 members, headed by Sri. Vellapally Natesan, constitute theRegional Development Council (RDC). It keeps track of the administrative affairs of the Colleges in a region under the SN Trusts. The College Council The College Council is a statutory body meets regularly to discuss the daily affairs of the college and effectively monitors the curricular and co-curricular aspects. The Students' Union The Students' Union has the parliamentary system of election The College-Level Monitoring Council The CLMC comprises of the Principal, the Heads and the Convener who is an elected representative among the teachers and they closely monitor the academic functioning. Finance Committee The Finance Committee effectively monitors the receipts and payments of the financial matters of the college.

File Description	Documents
Paste link for additional information	https://www.sncwkollam.org/vision-and-mission
Upload any additional information	View File

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

The effective leadership is reflected in various institutional

practices such as decentralization and participative management. The Institute has decentralized its operations and has delegated authorities at various levels to ensure good governance. The college ensures the system of participative management wherein the flow of information and process of decision making involves the management, staff and students as detailed below. The RDC is the apex body that formulates the overall policies forthe college. The College Council oversees the day-to-day activities of the college and implements the decisions of the RDC with the financial support of various agencies. The Head of Department is required to lead, manage and develop the department to ensure it achieves the highest possible standards of excellence in all its activities. The HoDs have adequate autonomy to monitor the functioning of the respective departments and also ensure that fair workload allocation processes are in place. The teaching and non -teaching staffs are included in the decisionmaking process by way of gathering their opinions and concerns in the monthly staff meeting. The opinions of the student union members are taken into consideration The students participate in the governance of the college through Students' Union and also through various clubs and department associations.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college has always endeavoured to deliver quality and inclusive education with the help of its stakeholders. The Vision statement for 2020-2030 is the driving force for accomplishing our long -term goal of transforming the college into an Institution of Excellence. The college envisions raising the academic standards to reach international standards. The college functions as a hub for NPTEL courses. The college aspires to achieve the topmost position in India with respect to enrolment in the NPTEL courses. A significant number of teachers have acquired PhD degree as part of the vision 2020-2030. All departments plan to work as training centres for NET, JAM, JEST, SET, KPSC and UPSC examinations. The college identifies students excelling in co-curricularactivities.The funding from IIC is to be mobilised for our Young innovators.The funding from RUSA

needs to be mobilized and used for construction of new buildings, renovation of old structures and purchase of equipment. DST -FIST funds are to be utilized to improve the standard of functioning of Science laboratories. Job oriented Certificate and Diploma courses to be initiated. Since its inception, the various departments in the college have been functioning in small buildings with modest facilities built to meet the requirements of the courses sanctioned across varied time spans. The vision 2020-2030 plans to materialize a multi storied building utilizing the space available in the campus.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	View File

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

The functioning of the institutional bodies is effective and efficient as visible from policies, administrative set up, appointment and service rules, procedures etc. The College: Have developed a well-designed organizational structure for the efficient functioning of the college. Has a deliberate system of principles to guide decisions and achieve rational outcomes in every area. Since its inception in 1951 is the only college in Kollam, catering to women students and striving for the upliftment of those from the socially and economically challenged sections. The organization structure and functions The Regional Development Committee (RDC) of the Management is the apex body of the institution with the Manager as the Head.The College council comprises the Principal, Heads of the Departments, Librarian, Superintendent of the office and 2 elected faculty members. The Principal is the Head of the institution and responsible for the administrative and academic activities.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://www.sncwkollam.org/organogram
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**A. All of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
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 has effective welfare measures for teaching and non -teaching staff and avenues for career development. The welfare activities are Medical benefits Maternity leavePaternity leave Salaried leave for staff suffering from serious diseases. Financial assistance Staff loan - for nominal interest from the Co-operative Society. A Scheme called 'Karuna' which perform charitable activities function in the campus and aims to support the staff financially, in case of a health emergency. The Gain Provident Fund scheme from the government offers interest free loans to all the staff members of our college. The employees are entitled to DA and HRA as per Rules of government. Schemes such GIS, SLI, GPAISare in force in our institution. Financial incentives Loan for festivals, festival bonus, PF facility for all the staff Avenues for career development progression Training and development programmes for staff to develop professional competency. Encouragement to participate in

National FDP programmes. Teaching There are three faculty levels – Assistant, Associate Professor and Professor. Performance based appraisal also is a key indicator in the assessment of the career progression of the faculty Non-teaching employees The entry level is Office attendant. Later, on qualifying the department tests and on completion of sufficient years of service, they would be promoted to higher posts. Our college offers the highest post as Superintendent based on the staff pattern.

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

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

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

30

File Description	Documents
Upload any additional information	View File
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

8

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	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

41

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	View File
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

Teachers are promoted to higher level through the Performance Based Appraisal System. The report is submitted by the faculty to IQAC, if found satisfactory forwarded to the University. The

recommendation from the expert.committee would be forwarded to the manager. The Manager would issue a promotion letter which would be forwarded to the university for approval following which it would be forwarded to the Dy. DCE for concurrence. This procedure is followed for the promotion of matrix 10, 11 and 12. For the promotion of matrix 13 and 14, there will be a selection committee appointed by the university and the concerned principal. Earlier to this, the principal sends a confidential report of the teaching faculty prepared as per the guidelines of KSR to the manager. The manager conducts an interview and on successful completion of the interview, the faculty would be promoted to the post of Associate professor and a Placement order to this effect would be issued, which would later be forwarded to the university for approval. The University on approval of the Promotion would send the order to the Dy. Directorate of Collegiate Education for concurrence following which they would be placed as Associate Professor and then to Professor..

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

6.4 - Financial Management and Resource Mobilization

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

The institution conducts internal and external financial audits regularly. The college follows government guidelines for the collection and disbursement of funds and strict financial discipline is ensured through regular internal and external audits. For the ease of accounting and transparent functioning, the college maintains separate accounts for financial aids received from different sources

Internal Audit

Internal audit of finance is conducted every year at the college office. Along the course of internal audit, all required measures are taken to regularize the accounts, to obtain confirmations for the credit balances and to collect documentary evidences wherever required. The report of internal audit is

submitted to theManager.

Statutory Audit

Statutory Audit is done by the management to ascertain that the policies and guidelines for accounting framed by the management are appropriately executed. Government Audit

Government Audit is conducted with regard to the Government aided funds received in the college. Two types of government audits are done- one by the office of the Dy. DCE and the other by the office of the Accountant General.

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

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

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

1.02465

File Description	Documents
Annual statements of accounts	View File
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

Earned Income: The main source for earned income of the college is from the Special fees collected from each student during the beginning of every year. This fund is maintained under the PD account in the treasury. PD fund is utilized for the purchase of items under different Heads.

Funds raised: The institution is regularly aided by donations from the Parent-Teacher Association and the Alumni Association. Additionally, the laboratory facilities of the Research Departments of our college are extended to the Research scholars on payment basis and a fund is raised in this manner too.

Government funds:UGC, RUSA, FIST, e - grants, Institute Innovation Council(IIC), Scholarships sponsored by the Higher Education Department of Kerala, Special schemes such as SSP, ASAP, NSS, NCC,

Other funds:Funds from the Management are given to our institution if any constraint on the existing funds is felt by the institution at any time of its functioning.

Utilisation- Each of the funds received by the college is audited. The Nodal officer assisted by the Superintendent, and the Head Accountant of the college utilizes the fund suitably through proper Government channels (PFMS).

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

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

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

- **Faculty development programmes and orientation programmes**
- **Free net coaching for students with Minority welfare department, Government of Kerala**
- **NPTEL Local Chapter.**
- **Participation in AISHE, NIRF and ARIIA Ranking.**
- **Plastic free campus- The campus is designated as a plastic free campus. The campus is maintained plastic free through the adopted green policy and meticulous student volunteering. The students of our college keep up their pledge of banishing plastics in letter and spirit.**
- **Encouraging the use of ERPS to manage online academic data**

base, tutorial system, evaluation and assessment and sharing educational resources.

- **Green auditing -Deliberate efforts are being continuously to conserve and nurture the green resources of our campus. Green audit is initiated by the IQAC to have its premises and performance audited as a step towards its leap into a greener campus.**

- **Increased academic linkages**

- **A seminar series titled ECLECTICS 2022 was organised with eminent resource persons from respective disciplines.**

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

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

At the beginning of every academic year the IQAC charts out an academic calendar allotting space for curricular and co-curricular activities. With the support of the educational resource planning software ERPS, the faculty members prepare a plan of action for their allotted topics. At the beginning of each academic program, IQAC takes the initiatives to provide orientation programme for the newly admitted students. Clear instructions are given to the students regarding the continuous internal evaluation strategies, the end semester evaluation process, grading, assessment methods.As the students at the entry level are from different academic backgrounds, the faculty members in charge of various subjects conducts test papers to assess the learning level of students and arrange bridge courses to uplift their learning level. The academic progress of students is monitored by the tutors as well as by the mentors.The meritorious students are awarded with various cash prizes and awards sponsored by Staff association/PTA and alumni. To review the teaching learning process, PTA meetings are conducted in each semester. Through the established mechanism

IQAC collects curriculum feedback from stake holders and exit
feedback from final semester students. All the Students were
encouraged to give their feedback and comments through the
student satisfaction survey. Analysis of the feedback helps to
find out remedial measures for improving academic standard.

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

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

File Description	Documents
Paste web link of Annual reports of Institution	https://www.sncwkollam.org/_files/ugd/49c9db_93c79e82c7724a939564e7080cc9595e.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

1. Gender Amity Committee formed towards ensuring sensitisation
and awareness amongst all members of the community regarding

gender inequality and sexual harassment

2. Inclusive representation of women in all important Committees. The Steering Committees, Facilitation Committees and other core Committees of the institute include women in decision making positions who lead various activities of the institute.

3. Gender week is organized every year

4. Provides councelling services, to individuals in emotional and psychological distress, across age, language, gender, sexual orientation and issues, through a team of qualified and trained mental health professionals.

5. Gender Awareness Workshops are conducted regularly

6. Security cameras are installed for safety and security of everyone in and around the campus.

7. 6 Common rooms are allotted

File Description	Documents
Annual gender sensitization action plan	https://www.sncwkollam.org/_files/ugd/67c 968_f715ae8524214886ac855cbf031c7296.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.sncwkollam.org/counselling

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

All students bring lunch in their own lunch boxes. Solid Waste Management- . In the case of non-degradable waste, the college follows the principle of collecting and disposing of the waste with the help of the Kollam Corporation. The waste is collected daily and the corporation vehicle comes to collect the waste on all Fridays. In addition to this, an incinerator is set up in the college and it combusts the sanitary napkins from the girls' toilet daily. The toilets are kept clean with the help of women cleaning staff. The degradable waste from the canteen and hostel is recycled into manure with the help of the biogas plant and this organic manure is used effectively as biofertilizers in our vegetable and fruit garden. Liquid waste management- The liquid waste is managed with the help of a Sewage Treatment Mechanism that ensures the safe and hygienicdisposal of wastewater produced on the campus. E-Waste- The equipment which is damaged is repaired and in case it is irreparable it is returned to the manufacturers in exchange for new devices. Other types of e-waste are disposed of with assistance from the Kollam Corporation. Waste Recycling system- The waste recycling is done mainly via the biogas plant installed on the campus. The biodegradable waste from the canteen and hostel mess is processed into organic manure with the help of the biogas plant.

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**	B. Any 3 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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	**No File Uploaded**
Any other relevant information	**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	**B. Any 3 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	View File

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

The Sree Narayana College for Women promotes tolerance and harmony towards cultural, regional, linguistic, communal, socio-

economic, and other diversities. The college organizes various curricular and co-curricular events to create an inclusive atmosphere. National days like Independence Day and Republic Day are celebrated with flag hoisting and sweets distribution. The NCC wing of the campus presents the National Integration song. Gandhi Jayanti is observed with a clean drive and the playing of Mahatma Gandhi's favorite bhajan. The college celebrates festivals of all religions including Onam, Christmas, Diwali, and Holi, fostering inter-religious harmony. Onam is celebrated with competitions on Onappattu, Athapookkalam, and Pageant of Malayali Manga. Christmas is celebrated with decorations, Santa Claus giving away sweets, and competitions on Crib making and Carol songs. Kerala Day is celebrated with students and faculty dressing in traditional attire and cultural competitions. Malayala Dinacharanam is organized to honor the mother tongue and promote linguistic love through literary competitions in Malayalam.

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

Major activities undertaken during the last academic year are:

- District Level Anti-Drug Programme is conducted in association with Kerala Kaumudi and Excise Department on 8th May 2022

- International Yoga Day is observed as Mega Yoga Session on 21st June 2022

- The Department of Social Justice and Empowerment, Govt of India organised Pledge against Drug Abuse on 12th August 2022 and SNCW stood by it

- **Annual commemoration of important days and events are observed**

- **The 75th Year of independence was observed and celebrated at the college on August 15th,2022.**

- **Patriotic Song Competition was conducted by the Department of Music on 12th August 2022. & Freedom wall created at SNCW as part of 75th Year of Indian Independence on August 15th, 2022**

- **Constitution day- 21st November 2022 was observed**

- **9.12.2022 Human Rights Day was observed by conducting Seminar**

- **Republic Day was celebrated on 26th January 2023**

- **International Women's Day was observed by Women's study Unit with different Programmes.**

- **The Women Cell of the college in association with KSWDC visited Pakalveedu on 22nd March 2023 and organised a musical event with the support of the music department.**

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.sncwkollam.org/_files/ugd/3bf 38d_33044be4991446ad8b85cff5e8eab638.pdf
Any other relevant information	NIL

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4.	**B. Any 3 of the above**

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	View File
Any other relevant information	No File Uploaded

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

Institution celebrates/organizes national and international commemorative days, events and festivals.. We observe the following national and international daysduring the year 2021-22

January 1: New Year/Global Family Day

January 4: World Braille Day

January 12: National Youth Day (Birth Anniversary of Swami Vivekananda)

January 26: Republic Day

January 30: Martyrs' Day

February 2: World WetlandsDay

February 4: World Cancer Day

February 28: National Science Day

March 8: International Women's Day

March 15: World Consumer Rights Day

March 21: World Forestry Day

April 7: World Health Day

April 22: Earth Day

June 5: World Environment Day

June 14: World Blood Donor Day

June 21: International day of yoga

June 26: International Day against Drug Abuse

August 15: Independence Day

August 19: Photography Day

August 29: National Sports Day

September 5: Teachers' Day

September 8: National Literacy Day

September 14 : Hindi Day

September 16: World Ozone Day

October 2: Gandhi Jayanthi

October 3: World Nature Day

December 1: World AIDS Day

December 10: Human Rights Day

December 25: Christmas

Apart from these national and international days, we also observe festivals of regional importance like Onam, Holi, Diwali, Founder's Day and birth and death anniversary of our patron saint Sreenararayana Guru was observed by the Institution

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.

Best Practice 1

1.Title-Futura-"Earn while you learn"

2.Objective of the Practice: To develop a student as a multifaceted personality with academic excellence and a commitment to an egalitarian society.

3.The Context:Programme provides opportunities to the students to earn while they are learning.It inculcates in the student the idea that no work is big or small. Prevent students from avoidable distractions and engage them in positive activities.

4.The Practice : It will help in a long way in understanding the value of money and money management in future.

5.Evidence of Success: It helps students of various streams to financially support their studies but also to gain practical experience which would stand by them in their later career.
6.Problem Encountered: Since entrepreneurship initiatives are not part of the formal syllabus and curriculum, much pain and labour are put in to incorporate such initiatives and training programmes.

Best Practice 2.

1.Title of the Practice: -AMRUTHAVARSHINI - MUSIC THERAPY

2.Objectives of the Practice :The programme of 'Amruthavarshini' - music therapy delivers music as a means of healing.

3.The Context:Medicine may go wrong and produce evil effects but music does not harm, even if it cannot succeed.

4.The Practice :Music therapy touches all aspects of the mind, body, brain and behaviour.

5.Evidence of Success:Organise musical programmes, a charity service was designed in the form of musical therapy to the ill patients whichlargely recognised as a potential therapeutic measure for many medical conditions.

6.Problem Encountered: Being regular activity, no problems encountered.

File Description	Documents
Best practices in the Institutional website	https://www.sncwkollam.org/_files/ugd/67c968_277ffd908df449f0959a6f04219bafeb.pdf
Any other relevant information	https://www.sncwkollam.org/_files/ugd/67c968_16464d2f4d914c538cacad89f72c21d1.pdf

7.3 - Institutional Distinctiveness

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

The "Earn while you learn" programme in our college provides opportunities to the students to earn while they are learning, through part-time jobs. The main objective of the scheme is to develop a student as a multifaceted personality with academic excellence and a commitment to an egalitarian society. It inculcates in the student the idea that no work is big or small and develops a work culture with the right aptitude. Encourageyoung students to learn about dignity of labour. Prevent students from avoidable distractions and engage them in meaningful, positive activities. It is not only a platform for students of various streams to financially support their studies but also to gain practical experience which would stand by them in their later career. It will help in a long way in understanding the value of money and money management in future. It will the students to make a decision whether to choose an alternate career or cement your their plans about the same career path. Following are some of the training sessions conducted by various departments and the students were really

inspired and they have adopted it as a self employment and are earning from their learned skills.

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

The institution will make efforts for starting new PG courses and Vocational Courses in near future. •More Effective Teaching –learning Process: • The efforts will be made to provide more e resources to its stakeholders. • Students' centric teaching methods will be encouraged. • The institution will make arrangements for extra and remedial classes for the weaker students. • To invite the distinguish resource persons for motivating the students Enhancement of Infrastructure in the Institution •Preparedness for implementation of NEP 2020 • The gymnasium of the college will be upgraded. • Existing basketball ground will be renovated. • More Cocurricular and Extra-curricular Activities: • The NSS, NCC units of the institution will organize a series of activities in the college. • All the departments of the college will be motivated to organize different cocurricular activities in the institution. • The institute will make efforts to strengthen the Career Counseling and Placement Cell for providing more job opportunities to the students. • The use of renewable energy resources in the institution will be promoted. • The efforts will be made for the cleanliness and beautification of the campus.