YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution   N.S.S. COLLEGE, PANDALAM

- Name of the Head of the institution   Dr. VENUGOPAL.S.

- Designation   PRINCIPAL

- Does the institution function from its own campus?   Yes

- Phone no./Alternate phone no.   04734252221

- Mobile no   9447454527

- Registered e-mail   nsscollegepandalam@gmail.com

- Alternate e-mail   iqacnsscollegepandalam@gmail.com

- Address   N.S.S. College, Pandalam, Pathanamthitta

- City/Town   PANDALAM

- State/UT   KERALA

- Pin Code   689501

2.Institutional status

- Affiliated /Constituent   Affiliated

- Type of Institution   Co-education

- Location   Semi-Urban

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

- Name of the Affiliating University   **UNIVERSITY OF KERALA**

- Name of the IQAC Coordinator   **Dr. JAYAKUMAR. K.**

- Phone No.   **04734252221**

- Alternate phone No.   **04712342347**

- Mobile   **9447222584**

- IQAC e-mail address   **iqacnsscollegepandalam@gmail.com**

- Alternate Email address   **jayakumar.vgr@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)   https://nsscollegepandalam.ac.in/iqac.php?id=5#

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

- if yes, whether it is uploaded in the Institutional website Web link: https://nsscollegepandalam.ac.in/calendar.php?id=2

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B++**	**82**	**2007**	**31/03/2007**	**30/03/2012**
Cycle 2	**A**	**3.05**	**2014**	**31/05/2014**	**05/11/2019**
Cycle 3	**B+**	**2.63**	**2019**	**05/11/2019**	**04/11/2024**

6.Date of Establishment of IQAC   **01/04/2007**

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
Dr Rakhi R.	Grant-in-Aid, Space Science	Department of Space, Government of India	2021 [3 years]	18,22,832
Ms. Remya M.	WOSA	Department of Science and Technology (DST)	2021 (3 Years)	25,74,200

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   **2**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?   **No**

- If No, please upload the minutes of the meeting(s) and Action Taken Report   View File

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)

As an IQAC initiative, English deartment has prepared an "Exam Ready Reckoner" for General English Subjects

Continously monitored and evaluated the mental health of students in the post pandemic period

Strengthened Student Support Mechanism for students including mental

health counselling, academic assistance, physical fitness etc.

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
To Strengthen Student Support Mechanism for students including mental health counselling, academic assistance, physical fitness etc.	**Strengthened Student Support Mechanism for students including mental health counselling, academic assistance, physical fitness etc.**

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

- Name of the statutory body

Name	Date of meeting(s)
College council	**25/07/2023**

14.Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	**N.S.S. COLLEGE, PANDALAM**
• Name of the Head of the institution	**Dr. VENUGOPAL.S.**
• Designation	**PRINCIPAL**
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• Phone no./Alternate phone no.	**04734252221**
• Mobile no	**9447454527**
• Registered e-mail	**nsscollegepandalam@gmail.com**
• Alternate e-mail	**iqacnsscollegepandalam@gmail.com**
• Address	**N.S.S. College, Pandalam, Pathanamthitta**
• City/Town	**PANDALAM**
• State/UT	**KERALA**
• Pin Code	**689501**
2.Institutional status	
• Affiliated /Constituent	**Affiliated**
• Type of Institution	**Co-education**
• Location	**Semi-Urban**
• Financial Status	**UGC 2f and 12(B)**
• Name of the Affiliating University	**UNIVERSITY OF KERALA**
• Name of the IQAC Coordinator	**Dr. JAYAKUMAR. K.**
• Phone No.	**04734252221**

• Alternate phone No.	**04712342347**
• Mobile	**9447222584**
• IQAC e-mail address	**iqacnsscollegepandalam@gmail.com**
• Alternate Email address	**jayakumar.vgr@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://nsscollegepandalam.ac.in/iqac.php?id=5#
4.Whether Academic Calendar prepared during the year?	**Yes**
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11.Significant contributions made by IQAC during the current year (maximum five bullets)

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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	25/07/2023

14.Whether institutional data submitted to AISHE

Year	Date of Submission
Yes	Nil

15.Multidisciplinary / interdisciplinary

The institution's management has expressed a positive approach towards adopting the National Educational Policy, and they are currently engaging in consultations and discussions about its implementation. Meanwhile, faculty members are encouraged to participate in workshops and other programmes that will help them prepare for the NEP, as well as for multi-disciplinary and online education.

16.Academic bank of credits (ABC):

The Academic Bank of Credits envisioned by the Government of India in the National Education Policy (NEP) 2020 is a digital infrastructure that will store the academic credits earned by the students of various higher education institutions within the country. Presently this facility is only available for the top 100 NIRF Ranking institutions. Our primary goal is to enlist the institution among the top 100 institutions at the national level. The institution does not have academic autonomy and hence follows the norms put forward by the University of Kerala. The institution proposes to register under the ABC once the sanction to do so has been received from the affiliating University. The institution will take necessary actions to meet the Academic Bank of Credits requirement as outlined in NEP and will strive to ensure credit transfer becomes accessible to students once NEP is implemented.

17.Skill development:

Capacity enhancement and skills development initiatives have become an important focus in the revised curriculum of the

University of Kerala. The college offers value-added courses and training and other programs that impart soft skills like presentation skills and interview skills, language and communication skills, life skills such as Yoga, physical fitness, health and hygiene and ICT/computing skills. Hence, the students who enrol every year are enabled with the skills required for their both personality and professional development.

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

The University of Kerala's current curriculum adopts a teaching approach that fosters the assimilation of Indian cultural and traditional values among its students. The Departments of Malayalam, Hindi, and Sanskrit offer various courses in Indian languages, such as BA Malayalam Language and Literature, BA Hindi Language and Literature, and BA Sanskrit Language and Literature. At the undergraduate level, students are required to study one Indian language as a compulsory subject. As part of the institution's multilingual approach, Malayalam, the mother tongue, is used to teach science and social science subjects. Additionally, the university endeavours to incorporate Indian traditions and culture through events like the celebration of International Yoga Day and the provision of Yoga training for students. These initiatives are carried out under the auspices of the institution's NSS and NCC programs.

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

The institution's primary goal is to achieve outcome-based education, and it is affiliated with the University of Kerala, which places a strong emphasis on outcome-based education in its curriculum. Therefore, the institution takes proactive steps to align itself with this approach. The Internal Quality Assurance Cell oversees the implementation of this policy by ensuring that the Program Outcomes (POs), Programme Specific Outcomes (PSOs), and Course Outcomes (COs) are clearly defined for all programs and courses. Moreover, the IQAC explores inventive methods to attain outcomes and effectively map their achievement.

20.Distance education/online education:

The authorization to offer vocational courses through Open and Distance Learning (ODL) mode largely relies on the guidelines set forth by the State Government and the affiliating universities. The institution has adopted the blended learning mechanism to meet the requirements of the fast changes brought about in the field of education. During the lockdown, the institution has

managed to switch to an online mode of education very effectivelyThe institution will now be able to introduce vocational courses following the NEP-2020's provisions being put into action.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**570**

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

2.Student

2.1 Number of students during the year	**2763**

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

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**217**

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

2.3 Number of outgoing/ final year students during the year	**994**

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

3.Academic

3.1 Number of full time teachers during the year	**91**

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

3.2 Number of sanctioned posts during the year	**108**

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

4.Institution

4.1 Total number of Classrooms and Seminar halls	**63**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**121.45**
4.3 Total number of computers on campus for academic purposes	**126**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The institution affiliated with the University of Kerala adheres to the curriculum designed by University. Before the commencement of the academic year, IQAC prepares an academic calendar and a master timetable based on the University calendar. HOD prepares the class timetable and course plan for each semester. The course plan contains a class timetable, semester calendar, syllabus, and topic allocation. Records of teaching and other curricular activities of teachers are documented in the 'Teacher's Diary' and periodically reviewed by the HOD and the Principal.

For the effective delivery of curriculum various teaching methods, both the conventional and the advanced teaching-learning aids, are applied. The effectiveness of the curriculum delivery is also judged through internal evaluation.

The Principal, HOD, tutors, and faculty members meet the parents of students to discuss matters related to the student's overall progress wherever necessary.

The IQAC obtains feedback from students, parents, and alumni which is analysed, and necessary action is taken wherever possible.

The IQAC meets with the teaching faculty and evaluates the result of every end-semester examination. After receiving adequate feedback from all concerned a concrete decision is taken together on how to improve and proceed with the next academic session.

File Description	Documents
Upload relevant supporting document	**No File Uploaded**
Link for Additional information	https://nsscollegepandalam.ac.in/calendar.php?id=2

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

As per the tentative academic calendar from the university, the college academic calendar is prepared. The dates of commencement and completion of the syllabus, schedule of internal examination, etc. are clearly mentioned in the calendar for the conduct of Continuous Internal Evaluation.

The college has an effective centralised internal examination system which the College Level Monitoring Committee and the Department Level Monitoring Committee monitor. In addition, the IQAC team conducts an internal audit to verify compliance with the academic calendar. Continuous evaluation is done through class tests, seminars, assignments, and viva-voce. The tutors maintain a tutor's diary and a cumulative record of students' data, which help to assess the progress of students.

Co-curricular activities such as science exhibitions, educational games, competitions, fests, field visits, study tours, guest lectures, industrial visits, etc. are also planned and mentioned in the calendar. Extra-curricular activities such as different sports and cultural events and competitions, also have reserved slots in the academic calendar.

Different Value-added courses are also scheduled at specific times

and they are conducted at the said time by the offering departments. Induction programs for newly admitted students, Parent-Teacher Meetings, etc. are also planned and executed.

File Description	Documents
Upload relevant supporting document	**No File Uploaded**
Link for Additional information	https://nsscollegepandalam.ac.in/calendar.php?id=2

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

B. Any 3 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

23

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

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)

13

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

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

443

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

1.3 - Curriculum Enrichment

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

'Writings on Contemporary Issues' (EN 1121) is a course on socio-political issues of contemporary relevance included as a foundational course for UG students of all disciplines. 'Environmental Studies and Disaster Management' (EN 1211.1), another foundational course, related to potential threats to the environment and sustainability, aims to create an awareness about

environmental problems among students. Environment and Sustainability (ZO 241) offers knowledge of how the environment functions. Paristhidhi Sidhanthavum Avishkaravum (ML1331), and Dalit Ezhuthum Pennezhuthum: Sidhanthavum Avishkaravum (ML1431)- offered in Malayalam create awareness in students about gender issues and environmental problems. The social sector and Environment prepare students to apply tools of economics to address environmental problems. The inclusion of multifaceted concepts like sustainable development, quality of life approach, responsible well-being, development ethics, etc. incorporated in the course on Economics of Growth and Development. Environmental Studies (CC1141) is offered for the B.Com students, to develop knowledge and understanding of the environment. 'Business Ethics and Corporate Governance' (MC-316) impart knowledge on Business Ethics and the Social Responsibility of Business. All UG courses in Hindi have been designed with a view to sensitizing the students to gender issues, environmental degradation, social alienation, and various other topics of contemporary relevance.

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

22

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

964

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

1.4 - Feedback System

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

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	https://nsscollegepandalam.ac.in/feedbackreport/Feedback%20report%202020-2021.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	**No File Uploaded**

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

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

File Description	Documents
Upload any additional information	[View File](#)
URL for feedback report	https://nsscollegepandalam.ac.in/feedbackreport/Feedback%20report%202020-2021.pdf

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

922

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

163

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 college conducts an assessment programme for newly admitted students at the beginning of the academic year, to find out the

learning levels of students by considering two factors - Performance in the entry-level test and marks secured in the Higher Secondary Examination. An entry-level test is conducted by all the departments, the mechanisms of which may vary with regard to different subjects. Scores obtained by the students in the entry-level test and the marks obtained in the HSE are given separate weightage to identify advanced learners and slow learners. Various programmes are designed to cater to the specific needs of different categories of learners and to sharpen knowledge and skills. Bridge courses are designed to facilitate their entry into their chosen core subjects.

The strategies for advanced learners: Students are encouraged to involve in peer teaching for theory as well as practical sessions. They are encouraged to take lead roles in exhibitions and programmes in college and are guided to publish research articles.. Strategies adopted for slow learners: Group learning is encouraged with the assistance of advanced learners in the class. Question banks are provided in advance. Remedial classes are arranged for slow learners in both theory and practical.

File Description	Documents
Paste link for additional information	https://nsscollegepandalam.ac.in/ceds.php?id=7
Upload any additional information	View File

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

Number of Students	Number of Teachers
2763	91

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

NSS College, Pandalam is committed to ensure the holistic development of the students through a student-centric learning process and suitable curriculum design. The college adopts the

following strategies in varying degrees to make learning more student-centric and ensure the holistic development of the students: A. Mandatory modes in the curriculum

1. Field Visits / Industrial Visits are a part of the curriculum.

2. Assignments, seminars, and group projects for UG students.

3. Learning through experiments

B. Informal modes (Curricular and extra-curricular)

1. Peer teaching 2. Interactive learning methods like debates, group discussions, brainstorming sessions, quiz, etc.

3. Interactive learning using ICT enabled tools like Celestia, PhET, Virtual labs, etc.

4. Community interaction programmes by NSS, NCC, and WSU,

5. Publication of magazines, Wall magazines, and newsletters like Kaleidoscope, Tharang, Meraki, Reminiscence, Srishty, HERBS, etc. (where the students are editors, designers, and contributors) increases the reading habit and creativity of students.

6. Students organize conferences, exhibitions,and department events.

7. Formal and informal interaction with eminent personalities. from various institutions helps to increase their participative nature.

8. The college encourage students to enact plays based on their subject, directed and performed by them.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://nsscollegepandalam.ac.in/ceds.php?id=7

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

NSS College Pandalam follows ICT-enabled teaching in addition to traditional classroom education. Classrooms and labs were ICT enabled with projectors installed and the campus is enabled with high-speed wifi connection. Teaching, learning, and evaluation were conducted entirely through online mode during the lockdown. The faculty improved the quality of teaching-learning by utilising a variety of ICT-enabled instruments. The faculty members used Google meet and other similar platforms for lecture delivery. Online tests were conducted through Google forms, Quizizz, etc. To teach problemsolving subjects in online mode, faculty have used various online tools like- whiteboard in Microsoft teams, Jamboard in Google meet, etc using Graphic Tabs. IRecording of video lectures was made available to students for long-term learning and future referencing. When the restrictions due to the pandemic were relaxed, the online platforms and resources were used for doubt clearing sessions and extra classes.

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

89

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

91

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

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

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

54

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

734

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.

Guidelines for the continuous and comprehensive evaluation are decided by the University at the time of preparing the syllabus. The yardstick of the evaluation includes 1. Attendance 2. Assignment / Seminar / Viva 3. The score secured in the internal exam. At the beginning of each semester, the students are directed to collect topics for preparing assignments from the teachers concerned. The students are asked to submit the assignments to the teachers concerned within the stipulated time. Assignments will be properly examined and evaluated by the concerned teachers and the mark lists will be submitted to the tutors concerned. The internal exam timetable for all the UG and PG programmes is published well before the exam. The exam is arranged on a common schedule. The syllabus for the internal exam is announced in advance by the teacher concerned. The question paper for the internal exam is prepared in a uniform pattern fixed by the College. The verified marks are uploaded to the University website within the stipulated time after the three-tier verification at the Tutor, HOD, and Principal levels respectively. DLMC and CLMC monitor all the activities related to internal examinations and proper online submission of mark lists.

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

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

The consolidated CA mark sheet is given to students for verification. Students' grievances are taken care of and redressed timely. They are asked to put their signature against the marks obtained if they are satisfied. Evaluated answer sheets are preserved and documented. Marks are entered in the internal assessment register and kept duly signed by the tutor, head of the department, and the students. Parents are informed of the performance of their children through class-wise PTAs. A consolidated internal mark sheet is published in the department and uploaded to the University promptly per semester. The institution communicates with the parents regarding the evaluation outcome by conducting PTS meetings each semester. The report of internal exams and the outcome of the examinations will be given to the parents for verification. The internal exam-related grievances are forwarded to DLMC by the Head of the Department. If students were not satisfied, the appellate authority is CLMC and

then the Principal.

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

2.6 - Student Performance and Learning Outcomes

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

The Programme Outcomes, Program Specific Outcomes and Course Outcomes are on the college website so that the stakeholders get an in-depth view. These are provided in printed form in the Students' handbook. At the beginning of each academic year, an induction programme is conducted at the college level in which the students are communicated about the features of various programmes offered by the college and the expected broad outcomes. Each of the departments conducts an orientation programme at the departmental level so that the specific expected outcomes are explained to students in detail. The broad outcomes are discussed at PTS meetings also. At the beginning of each course, the expected course outcomes are made explicit by the teacher concerned. Tutorial meetings also act as an official platform to discuss the expected outcomes. Photocopies of the prescribed curriculum, as well as programme/course outcomes, are maintained in the department and circulated among all the faculty members.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://nsscollegepandalam.ac.in/studentscorner.php?id=7
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.

The effectiveness of the various programmes/courses offered by the institution is taken into account in accordance with the outcomes of learning different courses and the proper comprehension of the set PO, PSO and CO as stipulated by the University. The different outcomes discussed with reference to each programme and course b

the university are Programme Outcomes, Programme Specific Outcomes and Course Outcomes. The expected outcomes are discussed in detail among stakeholders at different levels. The strategies for effective attainment are chalked out by the combined efforts of IQAC and CLMC. Evaluation of the attainment of stated outcomes is mainly done through the end-semester examinations conducted by the university. The grade/mark obtained by the students is the major yardstick for assessing the attainment of the outcomes. The institution employs direct and indirect methods to assess the attainment of COs. Various tools like internal examinations, seminar presentations, assignments, viva-voce and practical examinations, the nature of the tool being characteristic of the nature of a particular course, are used to ensure that the stated outcomes are manifested. The holistic progression of the students through improvement in their analytical, communicative, theoretical and application level skills are carefully monitored so that all outcomes are realized.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://nsscollegepandalam.ac.in/iqac/iqac-criteria2.pdf

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

380

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://nsscollegepandalam.ac.in/iqac_ar.php?id=5

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://nsscollegepandalam.ac.in/contactus.php

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)

6.5

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

22

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

1

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://www.isro.gov.in/ResearchGrants.html,%20https://www.isro.gov.in/ResearchGrants.html

3.2 - Innovation Ecosystem

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

Academic Centre for Competitive Examinations

This centre was established to prepare students for competitive examinations. Two different types of coaching are provided to the students. First is the practice for UGC-NET examinations. Another is mainly focused on coaching for civil services exams. UGC-NET coaching is conducted by the faculties of the English department of the College. Many students benefited from this training. Individual attention is given to students during this time. These classes were held after college hours on weekdays. Each day's attendance is accurately recorded and feedback from students is recorded regularly. The Civil Service training was conducted in collaboration with the N.S.S. Academy of Civil Services (NACS), Thiruvananthapuram, under the leadership of the Economics Department. For this a preliminary objective type test is conducted for the students and then eligible students are allowed to attend the regular classes conducted by the college. NACS is one of the leading coaching centers in Kerala for providing high-quality coaching, especially for Indian Civil Services Examinations. The centre is sponsored by the Nair Service Society. This college is also under the control of the Nair Service Society. Hence the eminent faculty of the centre share their knowledge with the College students through this.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	<u>NIL</u>

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

`0`

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

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

`41`

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<u>View File</u>
Any additional information	**No File Uploaded**

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

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

`66`

File Description	Documents
Any additional information	**No File Uploaded**
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

28

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

3.4 - Extension Activities

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

A good number of clubs are functioning in the collegein whichstudents can participate and extend their valuable support to the community.There are two N.S.S. units and one N.C.C. unit at the college. The college aspires to actively contribute to the improvement of the neighborhood. NSS volunteers and NCC cadets were actively participated to the community during the pandemic situation. By actively participating in these programmes, students develop social skills and values and leartn about the community, which in turn increase the self confidence and valour.

File Description	Documents
Paste link for additional information	https://nsscollegepandalam.ac.in/nss.php?id=7
Upload any additional information	**No File Uploaded**

3.4.2 - Number of awards and recognitions received for extension activities from government

/ government recognized bodies during the year

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

1

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

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

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

8

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

100

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

7

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

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

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

1

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.

The institution is located in fifty acres of land. The campus is organized into five blocks, including the Main block, Economics block, Chemistry block, Commerce block, and Geography block, with a total area of 1,09,265 sq.m. There are 59 well furnished class rooms, 21 laboratories, 4 seminar halls, computer lab, fitness centre and partially automated library. All classrooms are well-furnished with writing boards, LED lights and fans. Each department are provided smart classroom facilities and sufficient number of computers. There is 80 mbps broadband connectivity and restricted Wi-Fi facility. Computer lab provides a common platform for e-learning process. The College possesses a well equipped and ventilated auditorium of seating capacity 1000 with balcony and an ICT enabled air conditioned seminar hall. The well equipped instrumentation facilities provide ample opportunities to research scholars and UG/PG projects. The Science departments are DST/FIST supported. The full-fledged library has a collection of 62352 books, 103 Rare Books and 28 Heritage Books with ample reading space, The library extends enough opportunities for e-learning through INFLIBNET, N-LIST, NPTEL, Shodhaganga, SWAYAM and MOOC.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://nsscollegepandalam.ac.in/#

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

The institution has adequate facilities for both indoor and outdoor sports and games activities of students. The sports facilities are Football / Cricket /Track & field (1200 sq.m), Handball Court (800 sq.m), Basketball Court (125 sq.m), Volleyball Court (50 sq.m), Kabbadi Court (95 sq.m), and Badminton Court (84 sq.m). In addition to this the institution has a well equipped and well maintained fitness centre in the campus. The multipurpose auditorium facilitate Table Tennis and Chess. The college also provides a variety of venues for students to grow and display their many talents. The Cultural Club serves as the main

organization for coordinating all of the college's cultural events. The college organize Music Fest, Arts Festival, Film Festival, Literary Festival and College Day Celebration.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://nsscollegepandalam.ac.in/sports.php?id=6

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

40

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://nsscollegepandalam.ac.in/computerlab.php?id=6
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)

18.79

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 built up area of library spans over 1040 sq. m. The Library has a good collection of books, periodicals and newspapers. The Reading room has a seating capacity of 150 students. The library is partially-automated with Grandha Software (Version 2.0) since 2019. The Library Block Consists of (1) General Reference Section (2) Periodical Section (3) Stock Room (4) Post Graduate Section (5) Reprography Corner (6) Reading Room. Special sections are maintained for Career Guidance, Gandhian Studies, Heritage Section, Rare Books Collection and Kerala History. The Web Online Public Access Catalog (OPAC) facility enables the users to search and locate books and other materials available in the library. Grandhasoft is a Windows based built-in bar-coding environment, has 15 modules to provide a complete library management system. The registered user can access e-journals, e-books and other electronic resources using N-LIST of INFLIBNET. The Library is open from 9 am. to 4 pm. on all working days.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	http://www.grandhasoft.com/webopac.php?srch=1

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   **B. Any 3 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)

4.68

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

60

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

4.3 - IT Infrastructure

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

The College has a well equipped computer lab with 40 computers. All departments are interconnected by LAN facility. Each department has smart class rooms equipped with projectors, white board and computers. A restricted wi-fi is available to students inside the campus. The college has 137 desktop computers, 21 laser printers, 16 3 in 1 A4 printers, 4 Photostat machines, 21 projectors, 2 servers, office automation software etc. The LAN facility interconnect arts and science departments to computer lab. Students can access e-learning resources inside campus through restricted wifi. Over the years the college has consistently updated its IT facilities. The constant updation of IT Facilities in the college is carried out by utilizing a sizeable portion of funds from the PD,PTA and Management funds. Details of updation of IT facilities include purchase of multimedia Projector, up gradation of desktop computers, purchase of computer equipments, purchase of photostat machine, LAN upgradation etc. The college has a well maintained website, which

includes the entire details of the college.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://nsscollegepandalam.ac.in/facilities.php?id=6

4.3.2 - Number of Computers

137

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

4.3.3 - Bandwidth of internet connection in the Institution

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)

65.07

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.

The management routinely performs maintenance on the college's physical infrastructure, including its buildings, classrooms, and laboratories. The institution has built processes and practices for taking care of its academic and physical facilities through department heads, faculty members, administrative staff, lab attendants, librarian, library assistants, etc. The Principal oversees the facilities and manages the smooth operation of the system. The IQAC keeps track of all the operating procedures involved in the proper operation and upkeep of the entire system. The College Council, PTA and purchase committee,all contribute significantly to the system's effective operation. An important part of the maintenance of the facilities is supplemented by the PTA, a statutory body of the institution. The Management, PTA, and government provide the majority of the funds that are used to enhance and maintain infrastructure. Through the planning forum and IQAC, the college makes sure that existing funding for infrastructure development are used as efficiently as possible. The Physical education department oversees all college athletic events. A digital committee comprised of faculty members ensures LAN, intranet, and internet infrastructure is properly maintained and it is all completely operational. The college class rooms are kept under CCTV surveillance.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://nsscollegepandalam.ac.in/facilities.php?id=6

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

1594

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

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

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

72

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.youtube.com/watch?v=Ay7ffZkhKAs https://www.youtube.com/watch?v=KtQCVHs9a4E
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

262

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

262

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	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

9

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

213

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	**No File Uploaded**
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

9

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.

71

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)

N.S.S. College, Pandalam has always preferred to have a Student Union considered as the representatives of the whole student community. The elections are conducted following the Parliamentary

mode and in strict accordance with the Lyngdoh Committee report. The office bearers are the Chairman, Vice-Chairman. General Secretary, two University Union Councilors, Arts Club Secretary, Magazine Editor, two Lady Representatives, Sports Secretary and a class representative from all batches including the UG and PG. The election follows a two-tier process and the elected representatives choose the office bearers among them. The Students' Union formally takes charge after the oath taking ceremony and it exists as an official student body on the campus. The Union actively engages itself in the college and they organize various activities both curricular and extra-curricular.The College Union conducts programmes round the year like the College Youth Festival, Music Day, Sports Day, Cultural Fest, Arts Day,and College Day. The Union undertakes the task of preparing the students for University Youth Festival. Two students from the Union are also part of the IQAC. The financial source for the activities of the Council is taken from the Union fund allotted by the Government and also from the PTA.

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

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

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

25

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

The Alumni of N.S.S. College, Pandalam attempts to establish a close contact among the old students and they also undertake various social, cultural and academic activities. The Alumni association contributes significantly to the development of the institution through different means. The Alumni has undertaken many activities which have proved beneficial for the society. They provide scholarships and endowments for the students every year. The members of the alumni have been contributing to the welfare of the College since many years. Many of the students who are well-placed regularly visit to deliver lectures and take classes for our students; they have established a Placement Cell to guide the current students to various novel avenues.

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

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

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

1. Vision Statement

"Sreyohi Jnanam Abhyasath" derived from Bhagavat Gita Smriti, which means 'Knowledge indeed is superior to constant practice' is the vision of the institution. The college keeps its tradition and identity in the arena of higher education through its vision.

1. Mission Statement

The Mission of the college is 'to educate and illuminate the young generations to build a strong and progressive nation where the rich values and traditions are upheld'.

NSS College Pandalam, one of the premier institutions of higher education in Kerala is managed by Nair Service Society, a leading educational agency and a social organization. This institution's vision and mission statement justifies the belief of our founder, the visionary and leading light of this institution, the legend Bharatha Kesari Padmabhushan Sri. Mannathu Padmanabhan, that education is the most effective means to bring social reforms. The Governing Body and IQAC recommend strategic plans which are critically evaluated by the staff council which in turn takes befitting actions for its execution and constructively reviews the policies if needed. Every department also frames a vision, mission and action plan in harmony with the institutional strategic design.

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

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

Efficient participation from multiple stakeholders is vital for the organizational success of any higher education institution. Delegation of responsibilities is implemented in various stages of college administration.

The College Council stands as the apex administrative Committee of the college, comprising the Principal and all the Heads of the Department as the President and ex officio members respectively. The college council as the apex body has a completely decentralized system of functioning. The Council Secretary who organizes the meetings of the Council is elected from among the five elected representatives of the College Council. These five members are chosen from the teaching crew via an election based on proportional representation, i.e. through a single transferrable

vote system. The College Council meets as and when there arises a necessity or when the Principal calls for a meeting or by a memorandum from any Head of the Department or teachers related to administrative and academic matters.

There is a College Level Monitoring Committee (CLMC) to look after the entire affairs related to the grievances of students in matters of internal examination, attendance etc. Under the CLMC, there is DLMC – Department Level Monitoring Committee- which is the grass root level organizational system that ensures participatory management.

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

NSS College Pandalam has always aspired to come up with innovative and ingenious initiations which would inculcate in students not only a learning culture but also an urge to become strong and responsible individuals. Putting into perspective the holistic development of students, to evolve them as empowered leaders, fill the gaps intheir personalities, and illuminate their creativity and academic brilliance.Strategic Planning and deployment document (SPDD) is based on analysis of current obstacles and future opportunities and envisages the direction towards which the organization should move to achieve its set goals and objectives. The first part of it addresses the vision, mission which the institute sees along with core values, institutional long term & short term goals. These are defined and guided by the stake holders (management, leadership, Heads of Department, faculty, staff, industry, students, alumni and parents) through SWOC analysis. While formulating the strategic plan and deployment document, care has been taken to involve all stakeholders to help contribute their part which is vital for the success of every organization. Effort has been taken to identify clearly the implementation processes and monitoring by identifying measurable targets in line with the desired outcomes.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	https://nsscollegepandalam.ac.in/calendar.ph p?id=2
Upload any additional information	**No File Uploaded**

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

The organisational structure of the College is shown as an organogram attached.

Levels Activities Principal The Principal effectively manages the overall activities of the institute with the help of HODs, other committees and support staff College Council The prominent and statutory body which acts as an advisor to the Principal IQAC Institutionalize the quality assurance strategies and processes enhancing the academic atmosphere of the college Academic Bodies Includes all the departments and their faculty members who take care of the academic and curricular aspects of the institution Associations Works for the general progress of the college Students' Union Monitor the students' activities, cater to the special needs of the students and co-ordination of related programs Committees Prepare plans for the development of the college, budget the plans and implement them. Cells Catering to the needs and redressing the grievances. Co-curricular Bodies Co-curricular Bodies manage and organize various co-curricular activities for the students Office Administration Administrative staff deal with other matters pertaining to finances and administration

File Description	Documents
Paste link for additional information	[NIL](#)
Link to Organogram of the institution webpage	https://nsscollegepandalam.ac.in/organogra m.php?id=1
Upload any additional information	**No File Uploaded**

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

B. Any 3 of the above

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

6.3 - Faculty Empowerment Strategies

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

Apart from the welfare measures of the state government like pension, gratuity, Provident Fund, State Life Insurance Scheme, Group Insurance Scheme, Family Benefit Scheme, Medical Expenses Reimbursement Scheme and the Personal Accident Insurance Scheme, the management and college provide the following facilities for the well-being of faculty and staff. The College promotes academic and research activities by granting leave on duty as and when the need arises and also provides the infrastructure facilities for such work. Further, there is a staff club for the teaching staff of the college that supports them during times of personal emergency. The faculty members are encouraged to attend staff development programmes, such as Orientation Programmes, Refresher Courses, seminars, workshops, conferences, etc. conducted by other colleges and Universities. The teachers are encouraged and motivated to submit research projects to various funding agencies. There are celebrations and cultural programmes of teachers during festivals which would strengthen the bonding among them. The staff club arranges cultural programmes at the end of the year to promote the extracurricular activities of the college staff.

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

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

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

0

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

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

0

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	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	**No File Uploaded**

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

31

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

Performance appraisal in different forms equips the authorities in the institutional setting to identify both the strength and weakness of the vital stakeholders like teaching and non-teaching employees and also to check the attainment level regarding the strategic objectives.

- **Performance-Based Appraisal System (PBAS)- The performance Based Appraisal System (PBAS) under Career Advancement Scheme is submitted by teachers yearly to IQAC. An expert panel verifies the same and is evaluated by the university periodically based on which teachers' promotion is granted.**
- **Feedback Analysis- The teacher evaluation by students, the course evaluation by the parents, the course evaluation by the alumni, and the exit survey by the final year students are some of the formal performance appraisal systems existing in the college.**
- **Teacher's Diary –A teacher's diary is provided to record all the activities relevant to the construction and propagation of knowledge comprising the teaching-learning methodology, curriculum transaction, research and extracurricular activities.**
- **Academic Audit by HODs and IQAC**
- **Online Class Attendance Monitoring**
- **Result Analysis**
- **Performance Evaluation of Non-teaching staff- The performance of the non-teaching staff of the college is evaluated on the basis of the specialized self-appraisal**

prepared themselves yearly under the direction of the Superintendent of the college office.

File Description	Documents
Paste link for additional information	https://nsscollegepandalam.ac.in/ceds.php?id=7#
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

Being a government-aided establishment, NSS College, Pandalam strictly adheres to the rules and regulations set for financial management by the various Government / other agencies. The Plan funds from the State Government, funds collected through PTA and e-grants of various kinds are the main resources of the college. In addition to these, the funds provided by the Management are utilized for the infrastructural development of the college. The college keenly prepares claims and proposals and submits the same to the bodies concerned to procure the funds in time. Various bodies like IQAC, Planning Board and Purchase Committee play vital roles in these mechanisms and the College Office, that functions effectively, facilitates the process. All the financial procedures are subjected to Internal and External audits. The accounts related to the State funds are audited periodically by the Government machinery itself. A professional auditor appointed by the Committee audits the PTA accounts and is presented before the Annual General Body meeting for its approval. Adhering to a systematic process, the college hardly faces any serious audit objections by the auditors. The objections raised during the audit have been positively considered and remedial steps are taken to avoid any further occurrence.

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)

64.55

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

Apart from the Parent-TeachersAssociation, the college depends on government agencies like UGC, KSCSTE, NHRC, IPA, FIST, RUSA etc. for the Seminars, Projects, workshops and development initiatives of the college. These agencies grant funds for infrastructure, research projects and seminars etc. The salary component of teaching and non-teaching staff is met by the government. The auditing of the expenses met out of Govt. funding is done as and when the utilisation of the fund under the specific scheme is complete. The maintenance cost of the institution is met out of the fund generated by the Parent-Teachers Association. All expenses incurred under funds received from parents/ govt. agencies are properly audited and subjected to public scrutiny. A resource-sharing strategy is adopted by the college for the optimal utilization of the existing resources. The strategy adopted by the college in this direction is the sharing of some resources like the computer lab, SMART classrooms, Software, Department libraries, seminar halls etc. Other resources like the Student management software, MOODLE etc are shared using the LAN facility initiated by the IQAC.

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

6.5 - Internal Quality Assurance System

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

IQAC of the college constantly aims for sustaining and upgrading the quality yardstick set with regard to the distinct domains of higher education. Imparting an all-inclusive, multi-faceted learning experience is the pivotal objective behind its innovative initiatives.

- **Result Analysis and Remedial Measures – Periodic internal assessments and result analysis of university semester examinations are conducted in a scientific manner to improve the status of learning outcomes. IQAC monitor the result analysis process conducted by each department.**
- **ICT Enabled Education- Various steps were taken to enhance the quality of the ICT-enabled educational practices initiated during the pandemic period like the installation of LAN (Land Area Net Work) and MOODLE (Modular Object-Oriented Dynamic Learning Environment) The distinctive features of this learning system are effectively utilized by teachers in disseminating knowledge and transacting curriculum.**
- **Strengthening e-Governance Practices- The office automation software provided and maintained by the GJ Infotech private limited allows the office staff to provide various services (eg: TC) to the students and teachers in automated mode.**
- **Academic Green Room- It provides training regarding the teaching-learning process and examination-evaluation system to newly appointed teachers and transferred teachers who are affiliated with other universities.**

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

IQAC constantly monitor and review the institutional strategies at periodic intervals to ensure the quality of the expected learning outcome.

- **Digital Infrastructure Upgradation- As per the directions given by the expert panel of the second cycle of accreditation, the betterment of the digital infrastructure was given high priority by the IQAC. Since 2014, various departments are constantly upgrading their digital infrastructure settings by the procurement of ICT equipment for enhancing the quality of education. LCD ultra-short throw interactive projectors, DLP projectors, computers, printers etc. were purchased for the institution by utilizing different state government schemes.**
- **Remedial Teaching and Provision of Learning Aids- Students who have failed in one subject and weaker students in General English papers were given special attention. Learning aids like handouts/pdf documents of module-wise short notes of different courses preceding the university examination support the learning process.**
- **Research Outcome Presentation by PG Students – In collaboration with the Research Forum of the college, every year IQAC organizes a competition for postgraduate students regarding the presentation of their research project outcome before a gathering comprising members of IQAC, members of the Research Forum, students and faculties and other invited dignitaries from various institutions.**

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)

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://nsscollegepandalam.ac.in/iqac_ar.php?id=5
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The institution initiated a Gender Sensitization Cell, 'SAKSHAM'which was virtually inaugurated by Shrimati R. Nishanthini IPS, District Police Chief, Pathanamthitta State Nodal Officer of the 'Aparajitha' system initiated by the Kerala Policeon August 9, 2021, to spread the message of Gender Equality which is to eradicate different types of gender insensitivity through various programmes. It is dedicated to all sections of the community incampus including the students, teachers and administrative staff so that the members of the institution can live, work and study in an atmosphere of equality and dignity without the fear of harassment and violence. The Cell engrosses the awareness of gender-related issues and opposes all forms of discrimination and harassment on campus. It also deals with the redressal of complaints about such matters in the college. It is committed to offering emotional and academic support at both the personal and institutional levels.

The cell also conducted many programmes in campus during the academic year associating with the Women and Child Development Department, Government Of Kerala including Debate Competition, Seminars, and Quiz competitions with the intention of sensitizing the student fraternity

File Description	Documents
Annual gender sensitization action plan	NIL
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.youtube.com/watch?v=Ay7ffZkhKAs&t=88s

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

B. Any 3 of the above

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

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

The common solid waste is leaf litter, which is allowed to decompose in place to enrich the soil quality. Other regular anthropogenic solid waste is collected in dust bins placed strategically, brought together and taken away periodically. Washroom wastes are directed to a septic tank while effluents from laboratories are directed into separate underground tanks and prevented from escaping into the environment. Sanitary napkins are disposed of by an incinerator in the Girls' Common Room, and no other biomedical waste is generated. Solid waste is collected and segregated in separate bins. Many students have so far stopped using disposable lunch packets and started using reusable stainless steel lunch boxes. A Standard Operating Procedure has been evolved for handling hazardous waste from the laboratory and for its disposal. The department makes use of the microscale method of analysis in the chemical laboratories for the students of all classes. A well-organized and maintained storage system for all chemicals, including wastes. The collection practices were employed to a great extent to manage hazardous wastes in the

Chemistry laboratory. Broken glass pieces are separately collected in appropriate containers. The waste containers are labelled properly and disposed of.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus   **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: **C. Any 2 of the above**

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

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

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

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

`B. Any 3 of the above`

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

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

`A. Any 4 or all of the above`

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

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e.,

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

The College is dedicated to providing affordable and high-quality education to individuals from all sections of society, aligning with its Vision, Mission, and Objectives. The inclusive and tolerant environment at the College is fostered by the presence of staff and students hailing from various regions across Kerala. This diversity encompasses cultural, regional, linguistic, communal, and socio-economic differences. To address socioeconomic challenges, the College offers institutional scholarships, ensuring that economically disadvantaged students have access to education without financial constraints. Students from different backgrounds, including various castes, creeds, and social identities, come together at the College. Student uniforms play a role in bridging socio-economic disparities. Admissions to undergraduate and postgraduate programs follow the single window system, adhering to University regulations. The College reserves seats for students belonging to Scheduled Castes (SC) and Scheduled Tribes (ST) as per government norms. Additionally, there are seats allocated for students under community and sports quotas. In order to embrace cultural, regional, linguistic, and communal diversities, the College observes significant cultural and regional days. All festivals are celebrated with enthusiastic student participation, promoting a sense of unity and respect for different traditions.

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	[View File](#)

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

NSS College acknowledges the significance of educating students on their obligations, values, rights, duties, and responsibilities as Indian citizens. It is commendable that they have incorporated Human Rights as a module in the core curriculum of undergraduate programs. The college's dedication to commemorating important days to foster constitutional awareness among students is praiseworthy. They conduct department-level webinars focusing on subjects such as human rights and the Constitution, which impart valuable

knowledge and insights. By organizing competitions to celebrate events like Constitution Day, Independence Day, Republic Day, other significant occasions, the college enhances students' comprehension of their rights, duties, and responsibilities as responsible citizens inthe institution, anumber of activities are carried out to percolate human values in students and to build social responsibility. Values like empathy, compassion, respecting diversity, cooperation, and co-existence are highlighted by the Institution so that these qualities get inculcated among all. The NSS unit of the College undertakes a different kind of activities and teach the students the importance of giving back to society by believing in the principle of equality, fraternity and societal justice.

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

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

C. Any 2 of the above

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

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

The institution encourages programmes commemorating Various National and international days. Speech by the institution head and by otherinvited Guests on National festivals- Independence Day,and Republic Day and reading the preamble ofthe Constitution recapitulate and enhance National pride. There are also many cultural events which reflect our national spiritand pave the way for introspection and realization of our obligation towards the nation.

Other commemorative days such as Women's day , Teachers' Day, Gandhi Jayanti, Unity Day, Environment day etc. are also celebrated. All the above activities were held online in 2020-21 due to pandemic conditions.

World Environment Day- 5th June- Various programmes are organized by students for spreading environmental concern and consciousness.

Independence Day-A programme is organized to celebrate India's Independence day through reliving our past and paying tribute to the heroes who laid their lives for their motherland.

Teachers Day- Students organize programmes for the teachers to celebrate the Birth anniversary of Dr. Sarvepalli Radhakrishan.

Women's day celebration- 8th March each year is celebrated by various programmes on women empowerment by Women's Study Unit of the college.

Earth Day- 22nd April is celebrated as Earth Day by planting saplings by students of N.S.S in various areas of the city.

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	View File

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 Practise No: 1: VIDHYANIDHI "

"Vidhyanidhi" is an exclusive scheme for medical aid, emergency needs, and merit recognition of students in our college. The students are the main contributors and the pooled sum is utilized for various purposes. All the funds distributed to needy students come from a source of money pooled by the students themselves. In this way, the students don't feel that they are receiving aid from their more fortunate friends. Instead, they take it as a token of their worth. The fund is collectively raised by teachers and students.

Best Practise No: 2: "Hridayapoorvam"

"Hridayapoorvam" is a programme started at NSS College, Pandalam during the academic year 2011-12, through which the students engage in various socially committed activitiesThis is a scheme aimed to extend a helping hand to the helpless. Students and teachers of the college spare their meals once in a month to the Orphans and in-patients of the government hospital and also supply dress materials to the needy.

File Description	Documents
Best practices in the Institutional website	http://nsscollegepandalam.ac.in/bestpractices.php?id=7
Any other relevant information	NIL

7.3 - Institutional Distinctiveness

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

The institution distinguishes itself by providing comprehensive development opportunities for its students. Every effort is made to enhance and expand their learning experience. Rather than merely focusing on obtaining a degree, the institution aims to shape students into well-rounded individuals who are empathetic towards various issues in society. Knowledge-building here involves continuous and meaningful engagement with the community, aiming to bring about positive changes in people's lives. Additionally, the institution prioritizes students' diverse needs and aspirations, including psychological, physical, emotional, and educational aspects, which is evident through the dedication of the faculty members. Various clubs operating within the college foster students' skills and creativity, ensuring their overall growth. The presence of highly qualified, committed, and experienced faculty members, along with enthusiastic and devoted students, contributes to the institution's uniqueness in every aspect.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The institution affiliated with the University of Kerala adheres to the curriculum designed by University. Before the commencement of the academic year, IQAC prepares an academic calendar and a master timetable based on the University calendar. HOD prepares the class timetable and course plan for each semester. The course plan contains a class timetable, semester calendar, syllabus, and topic allocation. Records of teaching and other curricular activities of teachers are documented in the 'Teacher's Diary' and periodically reviewed by the HOD and the Principal.

For the effective delivery of curriculum various teaching methods, both the conventional and the advanced teaching-learning aids, are applied. The effectiveness of the curriculum delivery is also judged through internal evaluation.

The Principal, HOD, tutors, and faculty members meet the parents of students to discuss matters related to the student's overall progress wherever necessary.

The IQAC obtains feedback from students, parents, and alumni which is analysed, and necessary action is taken wherever possible.

The IQAC meets with the teaching faculty and evaluates the result of every end-semester examination. After receiving adequate feedback from all concerned a concrete decision is taken together on how to improve and proceed with the next academic session.

File Description	Documents
Upload relevant supporting document	**No File Uploaded**
Link for Additional information	https://nsscollegepandalam.ac.in/calendar.php?id=2

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

As per the tentative academic calendar from the university, the college academic calendar is prepared. The dates of commencement and completion of the syllabus, schedule of internal examination, etc. are clearly mentioned in the calendar for the conduct of Continuous Internal Evaluation.

The college has an effective centralised internal examination system which the College Level Monitoring Committee and the Department Level Monitoring Committee monitor. In addition, the IQAC team conducts an internal audit to verify compliance with the academic calendar. Continuous evaluation is done through class tests, seminars, assignments, and viva-voce. The tutors maintain a tutor's diary and a cumulative record of students' data, which help to assess the progress of students.

Co-curricular activities such as science exhibitions, educational games, competitions, fests, field visits, study tours, guest lectures, industrial visits, etc. are also planned and mentioned in the calendar. Extra-curricular activities such as different sports and cultural events and competitions, also have reserved slots in the academic calendar.

Different Value-added courses are also scheduled at specific times and they are conducted at the said time by the offering departments. Induction programs for newly admitted students, Parent-Teacher Meetings, etc. are also planned and executed.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	https://nsscollegepandalam.ac.in/calendar.php?id=2

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	B. Any 3 of the above

programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

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

1.2 - Academic Flexibility

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

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

23

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

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

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

13

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	**No File Uploaded**
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

443

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

'Writings on Contemporary Issues' (EN 1121) is a course on socio-political issues of contemporary relevance included as a foundational course for UG students of all disciplines. 'Environmental Studies and Disaster Management' (EN 1211.1), another foundational course, related to potential threats to the environment and sustainability, aims to create an awareness about environmental problems among students. Environment and Sustainability (ZO 241) offers knowledge of how the environment functions. Paristhidhi Sidhanthavum Avishkaravum (ML1331), and Dalit Ezhuthum Pennezhuthum: Sidhanthavum Avishkaravum (ML1431)- offered in Malayalam create awareness in students about gender issues and environmental problems. The social sector and Environment prepare students to apply tools of economics to address environmental problems. The inclusion of multifaceted concepts like sustainable development, quality of life approach, responsible well-being, development ethics, etc. incorporated in the course on Economics of Growth and Development. Environmental Studies (CC1141) is offered for the B.Com students, to develop knowledge and understanding of the environment. 'Business Ethics and Corporate Governance' (MC-316) impart knowledge on Business Ethics and the Social Responsibility of Business. All UG courses in Hindi have been designed with a view to sensitizing the students to gender issues, environmental degradation, social alienation, and various other topics of contemporary relevance.**

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

22

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

964

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the	B. Any 3 of the above

institution from the following stakeholders Students Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	https://nsscollegepandalam.ac.in/feedback report/Feedback%20report%202020-2021.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows | **A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://nsscollegepandalam.ac.in/feedback report/Feedback%20report%202020-2021.pdf

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

922

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

163

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 college conducts an assessment programme for newly admitted students at the beginning of the academic year, to find out the learning levels of students by considering two factors - Performance in the entry-level test and marks secured in the Higher Secondary Examination. An entry-level test is conducted by all the departments, the mechanisms of which may vary with regard to different subjects. Scores obtained by the students in the entry-level test and the marks obtained in the HSE are given separate weightage to identify advanced learners and slow learners. Various programmes are designed to cater to the specific needs of different categories of learners and to sharpen knowledge and skills. Bridge courses are designed to facilitate their entry into their chosen core subjects.

The strategies for advanced learners: Students are encouraged to involve in peer teaching for theory as well as practical sessions. They are encouraged to take lead roles in exhibitions and programmes in college and are guided to publish research articles.. Strategies adopted for slow learners: Group learning is encouraged with the assistance of advanced learners in the class. Question banks are provided in advance. Remedial classes are arranged for slow learners in both theory and practical.

File Description	Documents
Paste link for additional information	https://nsscollegepandalam.ac.in/ceds.php?id=7
Upload any additional information	View File

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

Number of Students	Number of Teachers
2763	**91**

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

NSS College, Pandalam is committed to ensure the holistic development of the students through a student-centric learning process and suitable curriculum design. The college adopts the following strategies in varying degrees to make learning more student-centric and ensure the holistic development of the students: A. Mandatory modes in the curriculum

1. Field Visits / Industrial Visits are a part of the curriculum.

2. Assignments, seminars, and group projects for UG students.

3. Learning through experiments

B. Informal modes (Curricular and extra-curricular)

1. Peer teaching 2. Interactive learning methods like debates, group discussions, brainstorming sessions, quiz, etc.

3. Interactive learning using ICT enabled tools like Celestia, PhET, Virtual labs, etc.

4. Community interaction programmes by NSS, NCC, and WSU,

5. Publication of magazines, Wall magazines, and newsletters like Kaleidoscope, Tharang, Meraki, Reminiscence, Srishty, HERBS, etc. (where the students are editors, designers, and contributors) increases the reading habit and creativity of students.

6. Students organize conferences, exhibitions,and department events.

7. Formal and informal interaction with eminent personalities.

from various institutions helps to increase their participative nature.

8. The college encourage students to enact plays based on their subject, directed and performed by them.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://nsscollegepandalam.ac.in/ceds.php?id=7

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

NSS College Pandalam follows ICT-enabled teaching in addition to traditional classroom education. Classrooms and labs were ICT enabled with projectors installed and the campus is enabled with high-speed wifi connection. Teaching, learning, and evaluation were conducted entirely through online mode during the lockdown. The faculty improved the quality of teaching-learning by utilising a variety of ICT-enabled instruments. The faculty members used Google meet and other similar platforms for lecture delivery. Online tests were conducted through Google forms, Quizizz, etc. To teach problemsolving subjects in online mode, faculty have used various online tools like-whiteboard in Microsoft teams, Jamboard in Google meet, etc using Graphic Tabs. IRecording of video lectures was made available to students for long-term learning and future referencing. When the restrictions due to the pandemic were relaxed, the online platforms and resources were used for doubt clearing sessions and extra classes.

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

89

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

91

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

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

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

54

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

734

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.

Guidelines for the continuous and comprehensive evaluation are decided by the University at the time of preparing the syllabus. The yardstick of the evaluation includes 1. Attendance 2. Assignment / Seminar / Viva 3. The score secured in the internal exam. At the beginning of each semester, the students are directed to collect topics for preparing assignments from the teachers concerned. The students are asked to submit the assignments to the teachers concerned within the stipulated time. Assignments will be properly examined and evaluated by the concerned teachers and the mark lists will be submitted to the tutors concerned. The internal exam timetable for all the UG and PG programmes is published well before the exam. The exam is arranged on a common schedule. The syllabus for the internal exam is announced in advance by the teacher concerned. The question paper for the internal exam is prepared in a uniform pattern fixed by the College. The verified marks are uploaded to the University website within the stipulated time after the three-tier verification at the Tutor, HOD, and Principal levels respectively. DLMC and CLMC monitor all the activities related to internal examinations and proper online submission of mark lists.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	[NIL](#)

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

The consolidated CA mark sheet is given to students for verification. Students' grievances are taken care of and redressed timely. They are asked to put their signature against the marks obtained if they are satisfied. Evaluated answer sheets are preserved and documented. Marks are entered in the internal assessment register and kept duly signed by the tutor, head of the department, and the students. Parents are informed of the performance of their children through class-wise PTAs. A consolidated internal mark sheet is published in the department and uploaded to the University promptly per semester. The institution communicates with the parents regarding the evaluation outcome by conducting PTS meetings each semester. The report of internal exams and the outcome of the examinations will be given to the parents for verification. The internal exam-related grievances are forwarded to DLMC by the Head of the Department. If students were not satisfied, the appellate authority is CLMC and then the Principal.

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

2.6 - Student Performance and Learning Outcomes

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

The Programme Outcomes, Program Specific Outcomes and Course Outcomes are on the college website so that the stakeholders get an in-depth view. These are provided in printed form in the Students' handbook. At the beginning of each academic year, an induction programme is conducted at the college level in which the students are communicated about the features of various programmes offered by the college and the expected broad outcomes. Each of the departments conducts an orientation programme at the departmental level so that the specific expected outcomes are explained to students in detail. The broad outcomes are discussed at PTS meetings also. At the beginning of each course, the expected course outcomes are made explicit by the teacher concerned. Tutorial meetings also act as an official platform to discuss the expected outcomes. Photocopies of the prescribed curriculum, as well as

programme/course outcomes, are maintained in the department and circulated among all the faculty members.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://nsscollegepandalam.ac.in/students corner.php?id=7
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.

The effectiveness of the various programmes/courses offered by the institution is taken into account in accordance with the outcomes of learning different courses and the proper comprehension of the set PO, PSO and CO as stipulated by the University. The different outcomes discussed with reference to each programme and course b the university are Programme Outcomes, Programme Specific Outcomes and Course Outcomes. The expected outcomes are discussed in detail among stakeholders at different levels. The strategies for effective attainment are chalked out by the combined efforts of IQAC and CLMC. Evaluation of the attainment of stated outcomes is mainly done through the end-semester examinations conducted by the university. The grade/mark obtained by the students is the major yardstick for assessing the attainment of the outcomes. The institution employs direct and indirect methods to assess the attainment of COs. Various tools like internal examinations, seminar presentations, assignments, viva-voce and practical examinations, the nature of the tool being characteristic of the nature of a particular course, are used to ensure that the stated outcomes are manifested. The holistic progression of the students through improvement in their analytical, communicative, theoretical and application level skills are carefully monitored so that all outcomes are realized.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://nsscollegepandalam.ac.in/iqac/iqac-criteria2.pdf

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

380

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://nsscollegepandalam.ac.in/iqac_ar.php?id=5

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://nsscollegepandalam.ac.in/contactus.php

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)

6.5

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

22

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

1

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://www.isro.gov.in/ResearchGrants.html,%20https://www.isro.gov.in/ResearchGrants.html

3.2 - Innovation Ecosystem

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

Academic Centre for Competitive Examinations

This centre was established to prepare students for competitive examinations. Two different types of coaching are provided to the students. First is the practice for UGC-NET examinations. Another is mainly focused on coaching for civil services exams. UGC-NET coaching is conducted by the faculties of the English department of the College. Many students benefited from this training. Individual attention is given to students during this time. These classes were held after college hours on weekdays. Each day's attendance is accurately recorded and feedback from students is recorded regularly. The Civil Service training was conducted in collaboration with the N.S.S. Academy of Civil Services (NACS), Thiruvananthapuram, under the leadership of the Economics Department. For this a preliminary objective type test is conducted for the students and then eligible students are allowed to attend the regular classes conducted by the college. NACS is one of the leading coaching centers in Kerala for providing high-quality coaching, especially for Indian Civil Services Examinations. The centre is sponsored by the Nair Service Society. This college is also under the control of the Nair Service Society. Hence the eminent faculty of the centre share their knowledge with the College students through this.

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

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

0

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

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

41

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	[View File](#)
Any additional information	**No File Uploaded**

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

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

66

File Description	Documents
Any additional information	**No File Uploaded**
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

28

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

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

A good number of clubs are functioning in the collegein whichstudents can participate and extend their valuable support to the community.There are two N.S.S. units and one N.C.C. unit at the college. The college aspires to actively contribute to the improvement of the neighborhood. NSS volunteers and NCC cadets were actively participated to the community during the pandemic situation. By actively participating in these programmes, students develop social skills and values and leartn about the community, which in turn increase the self confidence and valour.

File Description	Documents
Paste link for additional information	<u>https://nsscollegepandalam.ac.in/nss.php?id=7</u>
Upload any additional information	**No File Uploaded**

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

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

1

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

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

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

8

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

100

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

7

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

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

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

1

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.

The institution is located in fifty acres of land. The campus is organized into five blocks, including the Main block, Economics block, Chemistry block, Commerce block, and Geography

block, with a total area of 1,09,265 sq.m. There are 59 well furnished class rooms, 21 laboratories, 4 seminar halls, computer lab, fitness centre and partially automated library. All classrooms are well-furnished with writing boards, LED lights and fans. Each department are provided smart classroom facilities and sufficient number of computers. There is 80 mbps broadband connectivity and restricted Wi-Fi facility. Computer lab provides a common platform for e-learning process. The College possesses a well equipped and ventilated auditorium of seating capacity 1000 with balcony and an ICT enabled air conditioned seminar hall. The well equipped instrumentation facilities provide ample opportunities to research scholars and UG/PG projects. The Science departments are DST/FIST supported. The full-fledged library has a collection of 62352 books, 103 Rare Books and 28 Heritage Books with ample reading space, The library extends enough opportunities for e-learning through INFLIBNET, N-LIST, NPTEL, Shodhaganga, SWAYAM and MOOC.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://nsscollegepandalam.ac.in/#

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

The institution has adequate facilities for both indoor and outdoor sports and games activities of students. The sports facilities are Football / Cricket /Track & field (1200 sq.m), Handball Court (800 sq.m), Basketball Court (125 sq.m), Volleyball Court (50 sq.m), Kabbadi Court (95 sq.m), and Badminton Court (84 sq.m). In addition to this the institution has a well equipped and well maintained fitness centre in the campus. The multipurpose auditorium facilitate Table Tennis and Chess. The college also provides a variety of venues for students to grow and display their many talents. The Cultural Club serves as the main organization for coordinating all of the college's cultural events. The college organize Music Fest, Arts Festival, Film Festival, Literary Festival and College Day Celebration.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://nsscollegepandalam.ac.in/sports.php?id=6

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

40

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://nsscollegepandalam.ac.in/computerlab.php?id=6
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)

18.79

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 built up area of library spans over 1040 sq. m. The Library has a good collection of books, periodicals and newspapers. The Reading room has a seating capacity of 150 students. The library is partially-automated with Grandha Software (Version 2.0) since 2019. The Library Block Consists of (1) General Reference Section (2) Periodical Section (3) Stock Room (4) Post Graduate Section (5) Reprography Corner (6) Reading Room. Special sections are maintained for Career Guidance, Gandhian Studies, Heritage Section, Rare Books Collection and Kerala History. The Web Online Public Access Catalog (OPAC) facility enables the users to search and locate books and other materials available in the library. Grandhasoft is a Windows based built-in bar-coding environment, has 15 modules to provide a complete library management system. The registered user can access e-journals, e-books and other electronic resources using N-LIST of INFLIBNET. The Library is open from 9 am. to 4 pm. on all working days.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	http://www.grandhasoft.com/webopac.php?srch=1

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	**B. Any 3 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)

4.68

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

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

60

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

4.3 - IT Infrastructure

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

The College has a well equipped computer lab with 40 computers. All departments are interconnected by LAN facility. Each department has smart class rooms equipped with projectors, white board and computers. A restricted wi-fi is available to students inside the campus. The college has 137 desktop computers, 21 laser printers, 16 3 in 1 A4 printers, 4 Photostat machines, 21 projectors, 2 servers, office automation software etc. The LAN facility interconnect arts and science departments to computer lab. Students can access e-learning resources inside campus through restricted wifi. Over the years the college has consistently updated its IT facilities. The constant updation of IT Facilities in the college is carried out by utilizing a sizeable portion of funds from the PD,PTA and Management funds. Details of updation of IT facilities include purchase of multimedia Projector, up gradation of desktop computers, purchase of computer equipments, purchase of photostat machine, LAN upgradation etc. The college has a well maintained website, which includes the entire details of the college.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://nsscollegepandalam.ac.in/facilities.php?id=6

4.3.2 - Number of Computers

137

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

4.3.3 - Bandwidth of internet connection in the Institution	**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)

65.07

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.

The management routinely performs maintenance on the college's physical infrastructure, including its buildings, classrooms, and laboratories. The institution has built processes and practices for taking care of its academic and physical facilities through department heads, faculty members, administrative staff, lab attendants, librarian, library assistants, etc. The Principal oversees the facilities and manages the smooth operation of the system. The IQAC keeps track of all the operating procedures involved in the proper operation and upkeep of the entire system. The College Council, PTA and purchase committee, all contribute significantly to the system's effective operation. An important part of the maintenance of the facilities is supplemented by the PTA, a statutory body of the institution. The Management, PTA, and government provide the majority of the funds that are used to enhance and maintain infrastructure. Through the planning forum and IQAC, the college makes sure that existing funding for infrastructure development are used as efficiently as possible. The Physical education department oversees all college athletic events. A digital committee comprised of faculty members ensures LAN, intranet, and internet infrastructure is properly maintained and it is all completely operational. The college class rooms are kept under CCTV surveillance.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://nsscollegepandalam.ac.in/facilities.php?id=6

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

1594

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

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

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

72

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	**A. All of the above**

hygiene) ICT/computing skills

File Description	Documents
Link to Institutional website	https://www.youtube.com/watch?v=Ay7ffZkhK As https://www.youtube.com/watch?v=KtQCVH s9a4E
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

262

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

262

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	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

9

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

213

File Description	Documents
Upload supporting data for student/alumni	[View File](#)
Any additional information	**No File Uploaded**
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

9

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.

71

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)

N.S.S. College, Pandalam has always preferred to have a Student Union considered as the representatives of the whole student

community. The elections are conducted following the Parliamentary mode and in strict accordance with the Lyngdoh Committee report. The office bearers are the Chairman, Vice-Chairman. General Secretary, two University Union Councilors, Arts Club Secretary, Magazine Editor, two Lady Representatives, Sports Secretary and a class representative from all batches including the UG and PG. The election follows a two-tier process and the elected representatives choose the office bearers among them. The Students' Union formally takes charge after the oath taking ceremony and it exists as an official student body on the campus. The Union actively engages itself in the college and they organize various activities both curricular and extra-curricular.The College Union conducts programmes round the year like the College Youth Festival, Music Day, Sports Day, Cultural Fest, Arts Day,and College Day. The Union undertakes the task of preparing the students for University Youth Festival. Two students from the Union are also part of the IQAC. The financial source for the activities of the Council is taken from the Union fund allotted by the Government and also from the PTA.

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

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

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

25

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

The Alumni of N.S.S. College, Pandalam attempts to establish a close contact among the old students and they also undertake various social, cultural and academic activities. The Alumni association contributes significantly to the development of the institution through different means. The Alumni has undertaken many activities which have proved beneficial for the society. They provide scholarships and endowments for the students every year. The members of the alumni have been contributing to the welfare of the College since many years. Many of the students who are well-placed regularly visit to deliver lectures and take classes for our students; they have established a Placement Cell to guide the current students to various novel avenues.

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

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

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

1. Vision Statement

"Sreyohi Jnanam Abhyasath" derived from Bhagavat Gita Smriti, which means 'Knowledge indeed is superior to constant practice' is the vision of the institution. The college keeps its tradition and identity in the arena of higher education through its vision.

1. Mission Statement

The Mission of the college is 'to educate and illuminate the young generations to build a strong and progressive nation where the rich values and traditions are upheld'.

NSS College Pandalam, one of the premier institutions of higher education in Kerala is managed by Nair Service Society, a leading educational agency and a social organization. This institution's vision and mission statement justifies the belief of our founder, the visionary and leading light of this institution, the legend Bharatha Kesari Padmabhushan Sri. Mannathu Padmanabhan, that education is the most effective means to bring social reforms. The Governing Body and IQAC recommend strategic plans which are critically evaluated by the staff council which in turn takes befitting actions for its execution and constructively reviews the policies if needed. Every department also frames a vision, mission and action plan in harmony with the institutional strategic design.

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

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

decentralization and participative management.

Efficient participation from multiple stakeholders is vital for
the organizational success of any higher education institution.
Delegation of responsibilities is implemented in various stages
of college administration.

The College Council stands as the apex administrative Committee
of the college, comprising the Principal and all the Heads of
the Department as the President and ex officio members
respectively. The college council as the apex body has a
completely decentralized system of functioning. The Council
Secretary who organizes the meetings of the Council is elected
from among the five elected representatives of the College
Council. These five members are chosen from the teaching crew
via an election based on proportional representation, i.e.
through a single transferrable vote system. The College Council
meets as and when there arises a necessity or when the
Principal calls for a meeting or by a memorandum from any Head
of the Department or teachers related to administrative and
academic matters.

There is a College Level Monitoring Committee (CLMC) to look
after the entire affairs related to the grievances of students
in matters of internal examination, attendance etc. Under the
CLMC, there is DLMC – Department Level Monitoring Committee-
which is the grass root level organizational system that
ensures participatory management.

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

NSS College Pandalam has always aspired to come up with
innovative and ingenious initiations which would inculcate in
students not only a learning culture but also an urge to become
strong and responsible individuals. Putting into perspective
the holistic development of students, to evolve them as
empowered leaders, fill the gaps intheir personalities, and
illuminate their creativity and academic brilliance.Strategic

Planning and deployment document (SPDD) is based on analysis of current obstacles and future opportunities and envisages the direction towards which the organization should move to achieve its set goals and objectives. The first part of it addresses the vision, mission which the institute sees along with core values, institutional long term & short term goals. These are defined and guided by the stake holders (management, leadership, Heads of Department, faculty, staff, industry, students, alumni and parents) through SWOC analysis. While formulating the strategic plan and deployment document, care has been taken to involve all stakeholders to help contribute their part which is vital for the success of every organization. Effort has been taken to identify clearly the implementation processes and monitoring by identifying measurable targets in line with the desired outcomes.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://nsscollegepandalam.ac.in/calendar.ph p?id=2
Upload any additional information	No File Uploaded

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

The organisational structure of the College is shown as an organogram attached.

Levels Activities Principal The Principal effectively manages the overall activities of the institute with the help of HODs, other committees and support staff College Council The prominent and statutory body which acts as an advisor to the Principal IQAC Institutionalize the quality assurance strategies and processes enhancing the academic atmosphere of the college Academic Bodies Includes all the departments and their faculty members who take care of the academic and curricular aspects of the institution Associations Works for the general progress of the college Students' Union Monitor the students' activities, cater to the special needs of the students and co-ordination of related programs Committees Prepare plans for the development of the college, budget the plans and implement them. Cells Catering to the needs and

redressing the grievances. Co-curricular Bodies Co-curricular Bodies manage and organize various co-curricular activities for the students Office Administration Administrative staff deal with other matters pertaining to finances and administration

File Description	Documents
Paste link for additional information	NIL
Link to Organogram of the institution webpage	https://nsscollegepandalam.ac.in/organogram.php?id=1
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	B. Any 3 of the above

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

6.3 - Faculty Empowerment Strategies

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

Apart from the welfare measures of the state government like pension, gratuity, Provident Fund, State Life Insurance Scheme, Group Insurance Scheme, Family Benefit Scheme, Medical Expenses Reimbursement Scheme and the Personal Accident Insurance Scheme, the management and college provide the following facilities for the well-being of faculty and staff. The College promotes academic and research activities by granting leave on duty as and when the need arises and also provides the infrastructure facilities for such work. Further, there is a staff club for the teaching staff of the college that supports

them during times of personal emergency. The faculty members are encouraged to attend staff development programmes, such as Orientation Programmes, Refresher Courses, seminars, workshops, conferences, etc. conducted by other colleges and Universities. The teachers are encouraged and motivated to submit research projects to various funding agencies. There are celebrations and cultural programmes of teachers during festivals which would strengthen the bonding among them. The staff club arranges cultural programmes at the end of the year to promote the extracurricular activities of the college staff.

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

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

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

0

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

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

0

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	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	**No File Uploaded**

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

31

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

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

Performance appraisal in different forms equips the authorities in the institutional setting to identify both the strength and weakness of the vital stakeholders like teaching and non-

teaching employees and also to check the attainment level regarding the strategic objectives.

- **Performance-Based Appraisal System (PBAS)-** The performance Based Appraisal System (PBAS) under Career Advancement Scheme is submitted by teachers yearly to IQAC. An expert panel verifies the same and is evaluated by the university periodically based on which teachers' promotion is granted.
- **Feedback Analysis-** The teacher evaluation by students, the course evaluation by the parents, the course evaluation by the alumni, and the exit survey by the final year students are some of the formal performance appraisal systems existing in the college.
- **Teacher's Diary –**A teacher's diary is provided to record all the activities relevant to the construction and propagation of knowledge comprising the teaching-learning methodology, curriculum transaction, research and extracurricular activities.
- **Academic Audit by HODs and IQAC**
- **Online Class Attendance Monitoring**
- **Result Analysis**
- **Performance Evaluation of Non-teaching staff-** The performance of the non-teaching staff of the college is evaluated on the basis of the specialized self-appraisal prepared themselves yearly under the direction of the Superintendent of the college office.

File Description	Documents
Paste link for additional information	https://nsscollegepandalam.ac.in/ceds.php?id=7#
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

Being a government-aided establishment, NSS College, Pandalam strictly adheres to the rules and regulations set for financial management by the various Government / other agencies. The Plan funds from the State Government, funds collected through PTA and e-grants of various kinds are the main resources of the

college. In addition to these, the funds provided by the Management are utilized for the infrastructural development of the college. The college keenly prepares claims and proposals and submits the same to the bodies concerned to procure the funds in time. Various bodies like IQAC, Planning Board and Purchase Committee play vital roles in these mechanisms and the College Office, that functions effectively, facilitates the process. All the financial procedures are subjected to Internal and External audits. The accounts related to the State funds are audited periodically by the Government machinery itself. A professional auditor appointed by the Committee audits the PTA accounts and is presented before the Annual General Body meeting for its approval. Adhering to a systematic process, the college hardly faces any serious audit objections by the auditors. The objections raised during the audit have been positively considered and remedial steps are taken to avoid any further occurrence.

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)

64.55

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

Apart from the Parent-TeachersAssociation, the college depends

on government agencies like UGC, KSCSTE, NHRC, IPA, FIST, RUSA etc. for the Seminars, Projects, workshops and development initiatives of the college. These agencies grant funds for infrastructure, research projects and seminars etc. The salary component of teaching and non-teaching staff is met by the government. The auditing of the expenses met out of Govt. funding is done as and when the utilisation of the fund under the specific scheme is complete. The maintenance cost of the institution is met out of the fund generated by the Parent-Teachers Association. All expenses incurred under funds received from parents/ govt. agencies are properly audited and subjected to public scrutiny. A resource-sharing strategy is adopted by the college for the optimal utilization of the existing resources. The strategy adopted by the college in this direction is the sharing of some resources like the computer lab, SMART classrooms, Software, Department libraries, seminar halls etc. Other resources like the Student management software, MOODLE etc are shared using the LAN facility initiated by the IQAC.

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

6.5 - Internal Quality Assurance System

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

IQAC of the college constantly aims for sustaining and upgrading the quality yardstick set with regard to the distinct domains of higher education. Imparting an all-inclusive, multi-faceted learning experience is the pivotal objective behind its innovative initiatives.

- Result Analysis and Remedial Measures – Periodic internal assessments and result analysis of university semester examinations are conducted in a scientific manner to improve the status of learning outcomes. IQAC monitor the result analysis process conducted by each department.
- ICT Enabled Education- Various steps were taken to enhance the quality of the ICT-enabled educational practices initiated during the pandemic period like the installation of LAN (Land Area Net Work) and MOODLE

(Modular Object-Oriented Dynamic Learning Environment) The distinctive features of this learning system are effectively utilized by teachers in disseminating knowledge and transacting curriculum.

- **Strengthening e-Governance Practices-** The office automation software provided and maintained by the GJ Infotech private limited allows the office staff to provide various services (eg: TC) to the students and teachers in automated mode.

- **Academic Green Room-** It provides training regarding the teaching-learning process and examination-evaluation system to newly appointed teachers and transferred teachers who are affiliated with other universities.

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

IQAC constantly monitor and review the institutional strategies at periodic intervals to ensure the quality of the expected learning outcome.

- **Digital Infrastructure Upgradation-** As per the directions given by the expert panel of the second cycle of accreditation, the betterment of the digital infrastructure was given high priority by the IQAC. Since 2014, various departments are constantly upgrading their digital infrastructure settings by the procurement of ICT equipment for enhancing the quality of education. LCD ultra-short throw interactive projectors, DLP projectors, computers, printers etc. were purchased for the institution by utilizing different state government schemes.

- **Remedial Teaching and Provision of Learning Aids-** Students who have failed in one subject and weaker students in General English papers were given special attention. Learning aids like handouts/pdf documents of module-wise short notes of different courses preceding the university examination support the learning process.

- **Research Outcome Presentation by PG Students – In collaboration with the Research Forum of the college, every year IQAC organizes a competition for postgraduate students regarding the presentation of their research project outcome before a gathering comprising members of IQAC, members of the Research Forum, students and faculties and other invited dignitaries from various institutions.**

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)	**B. Any 3 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	https://nsscollegepandalam.ac.in/iqac_ar.php?id=5
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The institution initiated a Gender Sensitization Cell, 'SAKSHAM'which was virtually inaugurated by Shrimati R. Nishanthini IPS, District Police Chief, Pathanamthitta State Nodal Officer of the 'Aparajitha' system initiated by the Kerala Policeon August 9, 2021, to spread the message of Gender Equality which is to eradicate different types of gender insensitivity through various programmes. It is dedicated to all sections of the community incampus including the students, teachers and administrative staff so that the members of the institution can live, work and study in an atmosphere of equality and dignity without the fear of harassment and violence. The Cell engrosses the awareness of gender-related issues and opposes all forms of discrimination and harassment on campus. It also deals with the redressal of complaints about such matters in the college. It is committed to offering emotional and academic support at both the personal and institutional levels.

The cell also conducted many programmes in campus during the academic year associating with the Women and Child Development Department, Government Of Kerala including Debate Competition, Seminars, and Quiz competitions with the intention of sensitizing the student fraternity

File Description	Documents
Annual gender sensitization action plan	NIL
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.youtube.com/watch?v=Ay7ffZkhKAs&t=88s

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

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

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

The common solid waste is leaf litter, which is allowed to decompose in place to enrich the soil quality. Other regular anthropogenic solid waste is collected in dust bins placed strategically, brought together and taken away periodically. Washroom wastes are directed to a septic tank while effluents from laboratories are directed into separate underground tanks and prevented from escaping into the environment. Sanitary napkins are disposed of by an incinerator in the Girls' Common Room, and no other biomedical waste is generated. Solid waste is collected and segregated in separate bins. Many students have so far stopped using disposable lunch packets and started using reusable stainless steel lunch boxes. A Standard Operating Procedure has been evolved for handling hazardous waste from the laboratory and for its disposal. The department makes use of the microscale method of analysis in the chemical laboratories for the students of all classes. A well-organized and maintained storage system for all chemicals, including wastes. The collection practices were employed to a great extent to manage hazardous wastes in the Chemistry laboratory. Broken glass pieces are separately collected in appropriate containers. The waste containers are labelled properly and disposed of.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste	B. Any 3 of the above

water recycling Maintenance of water bodies and distribution system in the campus	

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**	**C. Any 2 of the above**

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

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

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

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**A. Any 4 or all of the above**

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

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

The College is dedicated to providing affordable and high-quality education to individuals from all sections of society, aligning with its Vision, Mission, and Objectives. The inclusive and tolerant environment at the College is fostered

by the presence of staff and students hailing from various regions across Kerala. This diversity encompasses cultural, regional, linguistic, communal, and socio-economic differences. To address socioeconomic challenges, the College offers institutional scholarships, ensuring that economically disadvantaged students have access to education without financial constraints. Students from different backgrounds, including various castes, creeds, and social identities, come together at the College. Student uniforms play a role in bridging socio-economic disparities. Admissions to undergraduate and postgraduate programs follow the single window system, adhering to University regulations. The College reserves seats for students belonging to Scheduled Castes (SC) and Scheduled Tribes (ST) as per government norms. Additionally, there are seats allocated for students under community and sports quotas. In order to embrace cultural, regional, linguistic, and communal diversities, the College observes significant cultural and regional days. All festivals are celebrated with enthusiastic student participation, promoting a sense of unity and respect for different traditions.

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	View File

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

NSS College acknowledges the significance of educating students on their obligations, values, rights, duties, and responsibilities as Indian citizens. It is commendable that they have incorporated Human Rights as a module in the core curriculum of undergraduate programs. The college's dedication to commemorating important days to foster constitutional awareness among students is praiseworthy. They conduct department-level webinars focusing on subjects such as human rights and the Constitution, which impart valuable knowledge and insights. By organizing competitions to celebrate events like Constitution Day, Independence Day, Republic Day, other significant occasions, the college enhances students' comprehension of their rights, duties, and responsibilities as

responsible citizens inthe institution, anumber of activities are carried out to percolate human values in students and to build social responsibility. Values like empathy, compassion, respecting diversity, cooperation, and co-existence are highlighted by the Institution so that these qualities get inculcated among all. The NSS unit of the College undertakes a different kind of activities and teach the students the importance of giving back to society by believing in the principle of equality, fraternity and societal justice.

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

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	**C. Any 2 of the above**

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

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

events and festivals

The institution encourages programmes commemorating Various National and international days. Speech by the institution head and by otherinvited Guests on National festivals- Independence Day,and Republic Day and reading the preamble ofthe Constitution recapitulate and enhance National pride. There are also many cultural events which reflect our national spiritand pave the way for introspection and realization of our obligation towards the nation.

Other commemorative days such as Women's day , Teachers' Day, Gandhi Jayanti, Unity Day, Environment day etc. are also celebrated. All the above activities were held online in 2020-21 due to pandemic conditions.

World Environment Day- 5th June- Various programmes are organized by students for spreading environmental concern and consciousness.

Independence Day-A programme is organized to celebrate India's Independence day through reliving our past and paying tribute to the heroes who laid their lives for their motherland.

Teachers Day- Students organize programmes for the teachers to celebrate the Birth anniversary of Dr. Sarvepalli Radhakrishan.

Women's day celebration- 8th March each year is celebrated by various programmes on women empowerment by Women's Study Unit of the college.

Earth Day- 22nd April is celebrated as Earth Day by planting saplings by students of N.S.S in various areas of the city.

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	View File

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 Practise No: 1: VIDHYANIDHI "

"Vidhyanidhi" is an exclusive scheme for medical aid, emergency needs, and merit recognition of students in our college. The students are the main contributors and the pooled sum is utilized for various purposes. All the funds distributed to needy students come from a source of money pooled by the students themselves. In this way, the students don't feel that they are receiving aid from their more fortunate friends. Instead, they take it as a token of their worth. The fund is collectively raised by teachers and students.

Best Practise No: 2: "Hridayapoorvam"

"Hridayapoorvam" is a programme started at NSS College, Pandalam during the academic year 2011-12, through which the students engage in various socially committed activitiesThis is a scheme aimed to extend a helping hand to the helpless. Students and teachers of the college spare their meals once in a month to the Orphans and in-patients of the government hospital and also supply dress materials to the needy.

File Description	Documents
Best practices in the Institutional website	http://nsscollegepandalam.ac.in/bestpractices.php?id=7
Any other relevant information	NIL

7.3 - Institutional Distinctiveness

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

The institution distinguishes itself by providing comprehensive development opportunities for its students. Every effort is made to enhance and expand their learning experience. Rather than merely focusing on obtaining a degree, the institution aims to shape students into well-rounded individuals who are empathetic towards various issues in society. Knowledge-building here involves continuous and meaningful engagement with the community, aiming to bring about positive changes in people's lives. Additionally, the institution prioritizes

students' diverse needs and aspirations, including
psychological, physical, emotional, and educational aspects,
which is evident through the dedication of the faculty members.
Various clubs operating within the college foster students'
skills and creativity, ensuring their overall growth. The
presence of highly qualified, committed, and experienced
faculty members, along with enthusiastic and devoted students,
contributes to the institution's uniqueness in every aspect.

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

7.3.2 - Plan of action for the next academic year

- Regular conduct of counselling programmes to guide the students in choosing their careers.
- Gender sensitization programmes to be conducted liaising with the District Women and Child Development Department, Govt. of Kerala.
- Initiate Forest Conservation programmes
- Capacity enhancement programmes for both teaching and non-teaching faculty
- Arrange regular Health check-ups for Students, Teachers and Administrative Staff
- Organise more seminars/ workshops on IPR,Research Methodology and Entrepreneurship development
- Upgradation and maintenance of ICT facilities in the Library and Office.