

# **N.S.S.COLLEGE, PANDALAM**

**PATHANAMTHITTA, KERALA. PIN 689 501**

**[www.nsscollegepandalam.ac.in](http://www.nsscollegepandalam.ac.in)**



## **ANNUAL QUALITY ASSURANCE REPORT**

*Submitted to*

**THE NATIONAL ASSESSMENT & ACCREDITATION COUNCIL**

**BANGALORE – 560 010**

**MARCH 2017**

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## THE ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF THE IQAC

## Part – A

## 1. Details of the Institution

1.1 Name of the Institution

N.S.S. COLLEGE

1.2 Address Line 1

Pandalam P.O.

Address Line 2

Pathanamthitta District

City/Town

Pandalam

State

Kerala

Pin Code

689501

Institution e-mail address

nsscollegepandalam@gmail.com

Contact Nos.

04734-252221

Name of the  
Head of the Institution:Dr.K.Manikantan Nair  
(Principal)

Tel. No. with STD Code:

04734-252240

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09447380304

Name of the  
IQAC Co-ordinator:

Dr.S.Nandakumar

Mobile:

09446912487

IQAC e-mail address:

iqacnsscollegepandalam@gmail.com

## 1.3 NAAC Track ID

KLCOGN13282

## 1.4 NAAC Executive Committee No. &amp; Date:

EC(SC)/01/RAR/45

## 1.5 Website address:

www.nsscollegepandalam.ac.in

## Web-link of the AQAR:

<http://nsscollegepandalam.ac.in/pdf/AQAR2016-17.pdf>

## 1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B++	82.00	2007	5 years
2	2 <sup>nd</sup> Cycle	A	3.05	2014	5 years
3	3 <sup>rd</sup> Cycle	-	-	-	-
4	4 <sup>th</sup> Cycle	-	-	-	-

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

01/04/2007

## 1.8 AQAR for the year

2016-17

## 1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

- i. AQAR 29/04/2015
- ii. AQAR 30/05/2016

## 1.10 Institutional Status

University State ☐ Central ☐ Deemed ☐ Private ☐

Affiliated College Yes ☒ No ☐

Constituent College Yes ☐ No ☒

Autonomous college of UGC Yes ☐ No ☒

Regulatory Agency approved Institution Yes ☐ No ☒

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

Type of Institution Co-education ☒ Men ☐ Women ☐

Urban ☐ Rural ☒ Tribal ☐

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

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

## 1.11 Type of Faculty/Programme

Arts ☒ Science ☒ Commerce ☒ Law ☐ PEI (Phys Edu) ☐

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☐

Others

1.12 Name of the Affiliating University

University of Kerala

## 1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. /University University with Potential for Excellence  UGC-CPE DST Star Scheme  UGC-CE UGC-Special Assistance Programme  DST-FIST UGC-Innovative PG programmes  Any other UGC-COP Programmes **2. IQAC Composition and Activities**2.1 No. of Teachers 2.2 No. of Administrative/Technical staff 2.3 No. of students 2.4 No. of Management representatives 2.5 No. of Alumni 2.6 No. of any other stakeholder and  
community representatives 2.7 No. of Employers/ Industrialists 2.8 No. of other External Experts 2.9 Total No. of members 2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No.  Faculty

Non-Teaching Staff  Alumni  Others

2.12 Has IQAC received any funding from UGC during the year? Yes ☐ No ☒ \*

If yes, mention the amount

\* Received a sum of Rs.3,00,000/- as one time grant from UGC in XII Plan in the year 2014

## 2.13 Seminars and Conferences

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

Total Nos.  International  National  State  Institution Level

(ii) Themes

## 2.14 Significant Activities and contributions made by IQAC

- Directed the departments for preparing action plan for the academic session, reviewed the same and provided feedback for improvement
- Directed FIST committee to establish LAN facility among science departments using DST-FIST scheme and successfully installed the facilities in staff rooms, laboratories and classrooms of science departments.
- Jointly with the research forum of the college, commenced with the procedure towards submission of college journal "Science Chronicle", for University approval and the Board of Studies in Zoology approved the journal.
- IQAC in association with research forum reviewed the status of research activities and directed the eligible departments to upgrade to research centres and eligible faculty to apply for research guideship. The department of Botany commenced with, the procedures for upgrading to research centre. Further, one more faculty received research guideship from University in the department of Zoology.
- Result analysis was done and feedback for improvement was given to departments concerned.
- Directed department of English to acquire ISSN status for the journal MARGA and the journal received ISSN.
- Directed PTA to renovate the toilet facilities for boys, to repair photocopier, to enhance classroom facilities through procurement of green board, lightings, ceiling fans and lectern and successfully accomplished the facilities.
- Initiated the procedure towards procurement of drinking water system for students and installed four water purifiers and dispensers in main blocks of the college, using PD fund.
- Submitted proposal to management for procurement of desks and benches to replace old furniture in class rooms and thus purchased 50 sets of desks and benches using management fund.
- Conducted a 3-day IT Training Programme for office staff. Monitored orientation programme for teachers in ICT enabled teaching and successfully completed in four departments.
- Arranged to take the feedback from students for teachers, course and institution by formulating a feedback form and distribution in all departments and monitored the same.
- Submitted a proposal to install CCTV in the college premises and successfully accomplished the installation of sixteen nos. in the campus.
- IQAC initiated the establishment of broadband internet connection as leased line with optical fibre backbone in the college and successfully installed the same with a speed plan of 20Mbps.

## 2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
To guide departments in the preparation of action plan 2016-17 at department level, review and necessary assessment.	Reviewed and guided to incorporate quality enhancing parameters in action plan during June 2016
To upgrade networking facility and ensure internet access to students	Successfully installed the facilities in staff rooms, laboratories and classrooms of science departments as initial phase.
To enlist the ISSN journal published by the college in University approved journals	Submitted the ISSN journal "Science Chronicle" in University Board of Studies in Zoology and the board approved the journal, during November, 2016.
To enhance the number of research guides and centres in the campus	IQAC, in association with research forum, reviewed the present number of centres and guides and initiated enhancing the number. One faculty received research guideship in Zoology this year under University of Kerala on 08/07/2016. The department of Botany applied for approval as research centre under University of Kerala during March, 2017.
To upgrade the journal published by the department of English with ISSN status	Department of English applied for ISSN status for journal MARGA and received print ISSN number 2454-8588.
To renew subscription to e-journals through INFLIBNET	Renewed subscription to INFLIBNET on 08/07/2016 and provision for access were given to new scholars and freshly appointed faculty.
To enhance student facilities and class room facilities	IQAC directed PTA to renovate the toilet facilities for boys, to repair photocopier, to enhance classroom facilities through procurement of green board, lightings, ceiling fans and lectern and successfully accomplished the facilities. IQAC also initiated the procedure towards procurement of drinking water system for students and installed four water purifiers and dispensers worth Rs.63400/- using PD fund.



To replace old furniture in class rooms as part of student facilities	IQAC submitted proposal to management for procurement of desks and benches to replace old furniture in class rooms and thus purchased 50 sets of desks and benches using management fund, during August, 2016.
To enrich the IT skills of office staff for effective administrative transactions	IQAC organised a 3-day IT Training Programme for office staff in association with ICT Academy of Kerala, Thiruvananthapuram from 13-15 February, 2017. IQAC also monitored orientation programme for teachers in ICT enabled teaching and successfully completed in four departments.
To install CCTV in the campus	Installed sixteen CCTV cameras in the college premises
To upgrade the internet connectivity to broadband leased line.	IQAC initiated the establishment of broadband internet connection as leased line with optical fibre backbone in the college and successfully installed the same with a speed plan of 20Mbps, from 28/03/2017 onwards.
To prepare the Annual Quality Assurance report and submit to NAAC, Bangalore	Prepared the AQAR for the year 2016-17

\* Academic Calendar of the year is attached as Annexure I

2.15 Whether the AQAR was placed in statutory body Yes ☒ No ☐

Management ☒ Syndicate ☐ Any other body ☐

Provide the details of the action taken

The report was approved by the management.

## Part – B

## Criterion – I

**1. Curricular Aspects**

## 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	<b>1</b>	-	-	-
PG	<b>7</b>	-	-	-
UG	<b>16</b>	-	-	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	<b>26</b>
Others	-	-	-	-
<b>Total</b>	<b>24</b>	-	-	<b>26</b>

Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

The college offers sixteen core courses having duration of six semesters and sixteen elective courses in each programme at undergraduate level under Choice Based Credit and Semester System and seven courses at postgraduate level under Semester system. Also, the college has Doctoral programme in Zoology with a commendable range of specialized areas.

The general structure of a first degree programme comprises 1) Language Courses 2) Foundation Courses 3) Core Courses in the Major subjects related to Degree Programme 4) Complementary Courses on allied subjects 5) Open/Elective Courses and 6) Project. The college provides sufficient and optimum academic flexibility for its students to enrich their skills based on aptitude. A student is free to take any core subject and associated combination of Complementary Courses offered by the College on the basis of eligibility criteria at the time of admission. A student is also free to select any Elective Course offered by the parent department during 6<sup>th</sup> semester and any open course offered by other

departments of the college during 5<sup>th</sup> semester. The College Level Monitoring Committee for CBCSS programmes provide necessary information and directions to student regarding the provisions for core courses, elective courses, open courses and extension activities in an academic session. Further, the department level monitoring committee ensure that students ascertain from the faculty advisor the suitability and usefulness of such Courses to increase the academic potential and opportunity/eligibility for higher studies.

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	<b>23</b>
Trimester	-
Annual	-

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

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

*\*Analysis of the feedback is attached as annexure II*

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

Syllabus revision of the programmes is devised by the University and the college has no autonomy for revision.

However, major revision done by the University during the year 2016-17 was for Undergraduate programmes such as B.A. English, for which two papers were shifted from III Semester to VI Semester and vice versa.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

Nil

**Criterion – II****2. Teaching, Learning and Evaluation**

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	<b>97</b>	<b>77</b>	<b>20</b>	Nil	Nil

2.2 No. of permanent faculty with Ph.D.	<b>51</b>
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2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
	<b>4</b>	<b>7</b>								

2.4 No. of Guest and Visiting faculty and Temporary faculty	<b>10</b>	<b>-</b>	<b>7</b>
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## 2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	<b>17</b>	<b>41</b>	<b>6</b>
Presented	<b>17</b>	<b>41</b>	<b>2</b>
Resource Persons	<b>-</b>	<b>13</b>	<b>6</b>

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

The institution adopted the following innovating teaching-learning techniques

- Stage play
- ICT enabled presentation by students
- Lumina Literati
- Peer teaching
- ICT enabled teaching
- Flash cards
- Department of Zoology uses Physio Ex. Software for simulations of physiology experiments for PG students. Department of Physics uses software like Celestia and Stellarium to PG students and My Physics Lab to UG students. Encouraged the use of Phet and ICT based for PG students.
- Research and Extension forum conducted interdepartmental project presentation, evaluation and distributed prizes for best projects. The forum also conducted PG interdisciplinary seminar, synopsis evaluation, dissertation screening and training for research scholars.
- Computer assisted visual teaching
- Group discussion
- Videos and animations
- Virtual labs
- Quiz competitions

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

194

2.8 Examination/ Evaluation Reforms initiated by the Institution

- Open book exam for PG students
- Online submission & evaluation of assignments

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

7

-

10

\* Members in Academic council - 2

2.10 Average percentage of attendance of students

88.93%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division			
		I %	II %	III %	Pass %
B.Sc. Mathematics	46	40	60	0	65
B.Sc. Physics	52	56	44	0	84
B.Sc. Chemistry	43	100	0	0	42
B.Sc. Biochemistry	28	75	25	0	86
B.Sc. Botany	32	80	20	0	34
B.Sc. Zoology	31	65	20	15	95
B.Com (Tax)	35	93	10	0	83
B.Com (Finance)	56	67	33	0	80
B.A. Sanskrit	14	67	33	0	71
B.A. Malayalam	35	54	36	11	80
B.A. Hindi	25	75	25	0	88
B.A. English	52	48	40	12	81
B.A. History	40	34	43	23	48
B.A. Political Science	57	40	60	0	44
B.A. Economics	105	88	13	0	36
M.A. English	17	94	6	0	100
M.A. Economics	19	71	29	0	90
M.Sc. Physics	13	92	0	0	92
M.Sc. Chemistry	16	100	0	0	93
M.Sc. Botany	13	100	0	0	100
M.Sc. Zoology	12	100	0	0	100
M.Com	16	100	0	0	94

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

The cell distributed teachers diary to all faculty and insisted teachers to maintain a daily record of teaching, research and extension activities. IQAC arranged ICT orientation to required teachers through internal resource persons. IQAC formulated a feedback form and distributed to students to obtain feedback of teachers for the purpose of teaching evaluation at the end of the year and made the analysis.

## 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	5
UGC – Faculty Improvement Programme	3
HRD programmes	-
Orientation programmes	3
Faculty exchange programme	-
Staff training conducted by the university	1
Staff training conducted by other institutions	3
Summer / Winter schools, Workshops, etc.	6
Others	3

## 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	<b>30</b>	<b>4</b>	Nil	Nil
Technical Staff	<b>2</b>	Nil	Nil	Nil

**Criterion – III****3. Research, Consultancy and Extension****3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution**

IQAC, in association with research forum, reviewed the present number of centres and guides and initiated enhancing the number. One faculty received research guideship in Zoology this year under University of Kerala. The department of Botany applied for approval as research centre under University of Kerala. Submitted the ISSN journal “Science Chronicle” in University Board of Studies in Zoology and the board approved the journal. Department of English applied for ISSN status for journal MARGA and received print ISSN number. Renewed subscription to INFLIBNET and provision for access were given to new scholars and freshly appointed faculty.

**3.2 Details regarding major projects**

	Completed	Ongoing	Sanctioned	Submitted
Number	1		1	-
Outlay in Rs. Lakhs	8.06		24.9	-

**3.3 Details regarding minor projects**

	Completed	Ongoing	Sanctioned	Submitted
Number	7	4	-	7
Outlay in Rs. Lakhs	9.25	11.87	-	-

**3.4 Details on research publications**

	International	National	Others
Peer Review Journals	<b>17</b>	<b>15</b>	<b>1</b>
Non-Peer Review Journals	<b>1</b>	<b>4</b>	<b>4</b>
e-Journals		<b>1</b>	
Conference proceedings	<b>17</b>	<b>23</b>	

**3.5 Details on Impact factor of publications:**

Range 1-4    Average 2.8    h-index 2.8    Nos. in SCOPUS 6

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	2014-17; 2016-19	UGC, Dept. Of Environment, Govt. of Kerala	32,95,800/-	15,00,000/-
Minor Projects	2016-18	UGC	11,87,000/-	8,40,500/-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects (other than compulsory by the University)	2016-17	KSCSTE	36500/-	36500/-
Any other(Specify)	-	-	-	-
Total	-	-	4519300/-	2377000/-

3.7 No. of books published i) With ISBN No.  Chapters in Edited Books ii) Without ISBN No. 

## 3.8 No. of University Departments receiving funds from

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

3.9 For colleges Autonomy  CPE  DBT Star Scheme   
INSPIRE  CE  Other (DST-FIST)

3.10 Revenue generated through consultancy 

3.11 No. of conferences organized by the institution

Level	International	National	State	University	College
Number	-	-	2	-	9
Sponsoring agencies	-	-	KSCSTE	-	PTA, VSSC, Tvpm



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

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency  From Management of University/College

Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
		2*				

\* Best paper award in National Seminar on Emerging Trends in Life Sciences

3.18 No. of faculty from the Institution who are Ph. D. Guides

and students registered under them

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

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

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level  State level   
National level  International level

3.22 No. of students participated in NCC events:

University level  State level   
National level  International level

## 3.23 No. of Awards won in NSS:

University level	-	State level	-
National level	-	International level	-

## 3.24 No. of Awards won in NCC:

University level	-	State level	-
National level	-	International level	-

## 3.25 No. of Extension activities organized

University forum	-	College forum	5	
NCC	1	NSS	7	Any other -

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

- The NSS Unit of the college organised various extension activities during the year 2016-17. The volunteers of the unit conducted an awareness rally on Environmental Protection on “World Environmental Day” and planted around 300 trees in the local area outside the campus. The unit distributed study kits for 20 economically backward students. Five houses were constructed by the volunteers of the unit as shelter for homeless community. The volunteers also raised a fund for treatment of patients suffering from cancer, spinal disease and asthma. The unit also conducted “Clean Pandalam Project”, visited Mahatma Janasevana Kendram as part of observing “International Day for Elderly”, conducted awareness seminars on “Over-use of alcohol, tobacco and drugs in youth”, Students participation for anti-corrupted Kerala”. Further, the unit organised blood donation camp, observed AIDS day, International Youth Day, Independence Day, Republic Day, etc. The volunteers actively participated in waste management at Sabarimala & Pamba region during pilgrim season. The unit also completed Kadali Vanam & Thulasi Vanam projects as part of environmental conservation programmes.
- The college offers its best service in the social service sector through a programme “Hridayapoorvam”. This programme serves the society as a small step to abolish the ever worst misery –Poverty. During the year 2016-17, dress and food kits were distributed to 45 children, who are inmates of Children’s home at Alappuzha District on various occasions. Further, the practice of distributing food packets continued this year, for the inpatients of Government general hospital at Adoor, Pathanamthitta District. Student volunteers from NCC, NSS and other college clubs are also actively involved in this charity mission.

- NCC unit of the college conducted blood donation camps and cleaning camps. The cadets also participated in organ donation camp organised by 10K battalion and Government District Hospital, Pathanamthitta. The unit is active on blood donation to the needy persons outside and inside the campus, as and when required
- Women's Studies Unit of the college organized visits to old age home and Gandhi Bhavan and provided financial support & distributed dress kits to the needy. Gandhi Bhavan (a home for the abandoned and the destitute); distributed care kits to AIDS patients, and arranged promotional classes for usage of recycled paper bags among the public
- Faculty from department of Botany delivered Radio Talks on "World Wild Life Week 2016", "National Science Day 2017" & "Folklore Knowledge of Kerala" on various occasions in community radio programmes and in All India Radio, during 2016-17, as part of science popularisation among the common people.
- Staff and Students of the department of History provided financial assistance to needy cancer patients in the Municipality region, as part of inculcating human values in students.
- Department of Physics organized "The Outreach Programme 2016" for class X students of neighbouring schools. The department also conducted inter departmental quiz and essay writing competition on Ozone day.
- Department of Chemistry organised awareness classes on "Importance of Green Pesticides" for farmers within the Municipality and on "Soil quality assessment & its importance in improvement of quality of latex rubber" for rubber farmers.
- The department of English organized a literary exhibition for the students of neighbouring schools. The department also took initiative to preserve indigenous varieties of plants in the premises through the programme "Nattumavin Thottam".
- The department of Physical Education organised Kerala School Sub District Meet for providing practice and training to students of neighbouring educational institutions such as NSS Higher Secondary School, NSS High School, NSS Polytechnic, IHRD, Teachers Training College, etc

**Criterion – IV****4. Infrastructure and Learning Resources****4.1 Details of increase in infrastructure facilities:**

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	1,09,265 m <sup>2</sup>	-	-	1,09,265 m <sup>2</sup>
Class rooms	58	-	-	58
Laboratories	21	-	-	21
Seminar Halls	2	-	-	2
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	-	7	Dept. Of Science & Technology-FIST Scheme	7
Value of the equipment purchased during the year (Rs. in Lakhs)	-	32	Dept. Of Science & Technology-FIST Scheme	32
Others	-	1*	Dept. Of Science & Technology-FIST Scheme	-

\* Networking facility with Wi-Fi Zones in classrooms, laboratories & staff rooms of science departments.

**4.2 Computerization of administration and library**

At present, the library has three computers and software GRANDHASOFT as part of partial automation. The administrative office has nine computers interconnected with WLAN facility. Salary bills and pay particulars are computerized and managed through SPARK system as part of e-governance. At the same time, University examination procedures such as exam registration and hall ticket reception of all students are achieved through online protocols.

**4.3 Library services:**

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	56559	-	1583	Rs.4,27,425/-	58142	-
Reference Books	2424	-	76	Rs.75,000/-	2500	-
e-Books	-	-	Subscribed to INFLIBNET	-	-	-
Journals	73	-	3	Rs.1500	-	-
e-Journals	Nil	-	Subscribed to INFLIBNET	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-
Others (magazines)	7	-	-	-	-	-

## 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	<b>131</b>	<b>47</b>	<b>11</b>	<b>5</b>	<b>25</b>	<b>9</b>	<b>31</b>	<b>3</b>
Added	<b>16</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>16</b>	<b>0</b>
Total	<b>147</b>	<b>47</b>	<b>11</b>	<b>5</b>	<b>25</b>	<b>9</b>	<b>47</b>	<b>3</b>

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

As part of networking between all the departments, in the first phase, the science departments are interconnected through LAN facility for online transactions. Internet access is given to students and staff through networking terminals in classrooms, staffrooms and laboratories. Further, these departments have Wi-Fi Zones individually. The students have given training to access folders through networking to explore resource materials for learning. The department of Zoology gives training programmes on virtual lab exercises for all students for learning process through virtual lab with Physio Ex 9.1 software for physiology practical. The department of Physics encourages the use of Phet and ICT based websites for PG students. The department also provided training on "Origin" software to PG students as ICT enablement. Research & Extension forum of the college gives continuous training to the research scholars and faculty on software packages in the area of toxicology, biodiversity, soil biology and on other applied themes. Departments of Commerce, History, Economics, Political Science and English have individual internet facility and give access to students. Further, the college has a common computer lab which provides training to students, on "basics of computer and internet". The computer lab has internet facility too. Besides, IQAC monitors training and orientation programme on ICT enabled teaching to the required teachers, with the help of internal expertise.

## 4.6 Amount spent on maintenance in lakhs :

i) ICT	Rs.25000/-
ii) Campus Infrastructure and facilities	Rs.300000/-
iii) Equipments	Rs.5000/-
iv) Others	Rs.32000/-
<b>Total :</b>	<b>Rs.362000/-</b>

**Criterion – V****5. Student Support and Progression****5.1 Contribution of IQAC in enhancing awareness about Student Support Services**

IQAC initiated the procedures for arranging Student Induction Programme through a co-ordinator in the beginning of academic year 2016-17. The induction programme covered all aspects of Student Support Services of the college and gave awareness to the students who have taken admission to First Degree Programmes. The co-ordinators of support services such as NSS, NCC, PTA, Research & Extension forum, Walk With the Scholar (WWS), Student Support Programme (SSP), Women's' Studies Unit, students' support scheme (vidyanidhi), help desk, tutorial system, CBCSS-CLMC, Students' grievance & redressal cell, antiragging cell, various clubs, computer centre, library, etc., interacted with all students. Further, the handbook of the college issued to all students contains information about services offered by the college to its students.

**5.2 Efforts made by the institution for tracking the progression**

The college has an alumni association, and an efficient alumni network is being used for tracking the student progression of the institution. The reports are recorded and analysed in terms of progression to higher studies and career aspects related with their course pursued from the campus.

**5.3 (a) Total Number of students**

UG	PG	Ph. D.	Others
2398	217	7	-

**(b) No. of students outside the state**

Nil

**(c) No. of international students**

Nil

	No	%		No	%
	886	34		1736	66

Men

Women

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1679	558	3	212	7	2459	1789	564	5	258	6	2622

Demand ratio NA\*

Dropout (%) 2

\*Since the admission to the programmes are conducted by the parent University through online Central Allotment Process, the number of applicants to this college varies in four phased allotment process and hence the demand ratio cannot be determined.

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

The career guidance cell arranged UGC NET/SET orientation programme for PG students of the campus. The departments of Chemistry, Zoology, English & Commerce organised coaching classes for NET entrance exam, PSC entrance exams & distributed resource materials, with the help of external experts. Department of History provided necessary guidance and books for competitive exams to the students.

No. of students beneficiaries

145

## 5.5 No. of students qualified in these examinations

NET 9 SET/SLET 20 GATE 1 CAT -

IAS/IPS etc - State PSC 6 UPSC 1 Others 23

## 5.6 Details of student counselling and career guidance

The career guidance cell of the college arranged UGC-NET/SET orientation for PG students. The cell also arranged a series of class related with self-help, interview training, etc. A series of video presentations were also provided to students related with achievements of eminent personalities such as Steve Jobs, E.Sreedharan, Raju Narayana Swami, etc. The cell also started 24 x 7 blog for career guidance purpose. College has a programme for all round development of students, "Walk with the scholar" co-ordinated by a teaching faculty. The programme aims at the wholesome development of students including competency enrichment, research aptitude and knowledge enhancement. The college conducted five sessions of 5 hours each, lead by external resource persons and ten sessions of 15 hours each lead by internal resource persons. The institution also has "Student Support Programme" for supporting slow learners. Majority of the departments give counselling through tutorial sessions led by faculty advisors in terms of career guidance and counselling. Department of physics displays wall magazine "Kaleidoscope" for giving access to students on opportunities in leading Universities & research institutions.

No. of students benefitted

190

## 5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
5	135	0	25

## 5.8 Details of gender sensitization programmes

Women's Study Unit (WSU) of the college plays a pivotal role in the overall development of girl students. WSU initiated a variety of themes such as creating awareness, sensitization, counselling and cultural programmes. The unit also addressed the need of the girl students and ensured the growing demands of the day. An emphasis was given to environment protection too. The programmes during the year 2016-17 were:

## 1. "Women and Society"

WSU organized an invited talk on "Women and Society" by Smt.M.R.Jayageetha, social activist and writer as part of gender sensitization programmes.

## 2. Awareness Class for Health and Hygiene

Health awareness class on "Urinary Tract Infection" was conducted as part of enhancing the knowledge about healthy life style of girls. The class was delivered by Dr.Kukkoo Rajeevan, Medical Officer, PHC, Pandalam.

## 3. International Women's Day

Organised an invited talk on International Women's Day which was delivered by Smt.R.Girija IAS, District Collector, Pathanamthitta

## 4. Value added programme

Conducted a value added programme "Certificate Course in Beautician" for girl students

## 5.9 Students Activities

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

State/ University level  National level  International level

No. of students participated in cultural events

State/ University level  National level  International level



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

Sports :State/ University level **15** National level **1** International level **-**Cultural:State/University level **4** National level **-** International level **-**

## 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	<b>20</b>	<b>Rs. 1,00,000/-</b>
Financial support from government	<b>910</b>	<b>Rs.17,05,000/-</b>
Financial support from other sources	<b>8</b>	<b>Rs.2,60,000/-</b>
Number of students who received International/ National recognitions	Nil	Nil

## 5.11 Student organised / initiatives

Fairs : State/ University level **5** National level **-** International level **-**Exhibition: State/ University level **1** National level **-** International level **-**5.12 No. of social initiatives undertaken by the students **11**

## 5.13 Major grievances of students (if any) redressed:

A bore well could be dug in the campus for solving water shortage problem arose during summer season. Further, boys' toilet and existing amenities in the wash area were renovated. A napkin vending machine was installed for girl students. One of the CCTV cameras installed in the campus was placed on the entrance path to ladies hostel. Electrical wiring in science labs were replaced with new installations and proper insulations for solving short circuit issues. PTA fund was utilized for all the above mentioned works.

**Criterion – VI****6. Governance, Leadership and Management****6.1 State the Vision and Mission of the institution****VISION**

☞ Imparting knowledge to gain wisdom and to liberate the individual from all bondages to build up a better world. The line taken from the Bhagavat Gita, “**Sreyohi Njanam Abhyasath**” -*Knowledge indeed is superior to constant practice*- inscribed in the college emblem embodies the vision of the college.

**MISSION**

☞ To educate and illuminate the young generation to build up a strong and progressive nation where the rich values and traditions are upheld.

**6.2 Does the Institution has a management Information System**

No

**6.3 Quality improvement strategies adopted by the institution for each of the following:****6.3.1 Curriculum Development**

Since the college is affiliated to University of Kerala, the curriculum development process is undertaken by duly constituted academic bodies like Academic Council, Board of Studies and Faculty. The college takes active interest in sending the faculty to represent in such academic bodies. It is noteworthy that at present, two among the faculty represents as academic council member of the University, one among the faculty represent as senate member of the University, seven faculties represent as members of board of studies.

Further, the college has developed curriculum for value added programmes which are programmes other than those courses under the purview of the affiliating University. The institution offers twenty six value added programmes for skill development purposes. These programmes are aimed at apt placement for its outgoing students in a globally competing career environment. Further, the students are encouraged to learn the core concepts through ‘learning by doing’, through these value added courses, for self sustaining purposes and to focus on the pre-requisites of the companies offering jobs after the course.

The college has fourteen clubs as part of social and extension curricular activity of students. It is mandatory for students to participate in any one of the social service/extension activities of the college. Every student who is part of the third term and fourth semester is associated and engaged himself in the activities of anyone of the clubs, which functions in the college. It is compulsory to secure minimum attendance [40 hours]. Each club functions under the effective guidance of a convener. Students have the freedom to choose more than one club.

### 6.3.2 Teaching and Learning

- For quality management in teaching and learning, the college:
  - ✓ Ensure adequacy of teachers according to the required teacher-student ratio.
  - ✓ Formulate academic calendar for individual departments and examination calendar with the help of internal examination committee in the beginning of the year and students are informed.
  - ✓ Monitor academic procedures through College Level Monitoring Committee (CLMC) and give necessary feedbacks to the departments on academic activities.
  - ✓ Offer bridge courses to I Semester students in the first and second week
  - ✓ Consolidate monthly attendance and credits thus earned and the progress is reported to the authority and parents by faculty advisors and department level monitoring committee.
  - ✓ Offers remedial coaching to the needy under the supervision of UGC committee
  - ✓ Conduct two internal examinations for each class every semester in addition to assignments and seminars for the purpose of continuous evaluation.
  - ✓ Collect, compile and analyze the feedback from the students on term-basis for monitoring efficiency of teaching and evaluation practices
- Further, the department of English conducted academic enrichment programme “Lumina Literati”. Department of Sanskrit conducted spoken Sanskrit class “Samskritha Sambhashana Sibiram” to enhance the speaking skills of students.
- Science departments such as Biochemistry, Zoology, Botany and Physics introduced virtual lab techniques to the students for practical sessions. In collaboration with Amrita University, the students of these departments are registered in the online virtual lab portal. The department encourages the use of Phet and ICT based websites for PG students.
- Department of Economics conducted “Budget Bytes”, a live programme on budget day and discussion, as part of innovative teaching-learning design.

### 6.3.3 Examination and Evaluation

- The college has an internal exam committee which monitors the regular conduct of at least two internal exams for all courses in a semester.
- The College Level Monitoring Committee and Department Level Monitoring Committee and faculty advisors monitor the continuous evaluation of students as part of formative assessment.
- Department of Physics and Chemistry conducted open book exams during this academic session with an objective to develop the skills of critical and creative thinking.
- Teacher evaluation by students is done through a formal feedback mechanism which is done at the end of every academic year.

## 6.3.4 Research and Development

The college has a research committee co-ordinated by Dr.M.G.Sanalkumar, Asst.Professor, Dept. of Zoology. Research and Extension division of the college is a common forum for teachers to co-ordinate research and extension programmes in the college. The forum aims at the promotion of inter disciplinary research as well as socially useful, productive activities in the college.

↳ **For promoting and inculcating research aptitude among students, the activities formulated by the research forum of the college are as follows:**

- Interdisciplinary seminar by postgraduate students, evaluation by expert panel and awards for best presentations from Science and Arts, language and Commerce streams.
- Evaluation, criticism and improvement of synopsis presented by all Post Graduate Students in the beginning of III Semester Session
- Submission of monthly progress report of ongoing project work of Postgraduate students to research guides
- Pre-submission presentation of dissertation work by all students for evaluation by panel experts and Principal's award to best presentations
- Submission of the dissertation work in the form of research paper to the research forum of the college and subsequent publication in refereed journals.

↳ **For promoting and inculcating research aptitude among teachers, the activities formulated by the research forum of the college are as follows:**

- Awareness programmes to formulate proposals for research projects and corresponding funding agencies.
- Collection, evaluation and compilation of project proposals and their submission to agencies.
- Timely feedback on national seminar proposals, their compilation and submission to agencies.
- Publication of ISSN journal "Science Chronicle" and incorporating research papers of faculty and students.
- Enrolment of research journal among University approved journals
- Promote eligible faculties to research guides.
- Promote eligible departments to research centres.

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

- A number of 1659 books could be added to the library during 2016-17, which includes text books and reference books. Renewal of subscription to e-journals and e-books could also be done through N-LIST college component of the UGC-INFONET Digital Library Consortium (INFLIBNET)
- As part of networking between all the departments, in the first phase, the science departments were interconnected through LAN facility for online transactions, this year and access was given to students and staff through networking terminals in classrooms, staffrooms and laboratories. Further, these departments have Wi-Fi Zones individually. The students have given training to access folders through networking to explore resource materials for learning.
- The institution also established a broadband internet connection through optical fibre as leased line with a speed of 20 Mbps.
- The college purchased new equipments worth Rs.32 Lakhs as part of instrumentation enrichment, through DST-FIST Scheme

### 6.3.6 Human Resource Management

51.32 % of the teaching faculty in this institution are entrusted with decentralized administrative powers and responsibilities for smooth functioning of the college. Various Statutory bodies, committees, schemes and clubs give ample support to the management and administrative authority of the college for curricular, co-curricular, extra-curricular activities and other main functions of the college. The college has a Human Resource Management Cell which conducts a best practice “Collegium”, for the optimum utilization of resourcefulness of faculty through interdepartmental and intercollegiate lectures on topics of daily life applications to students. The pool of resource faculties are also made available to other colleges and schools for sharing the knowledge.

### 6.3.7 Faculty and Staff recruitment

Four substitute lecturers were recruited in the FIP vacancy aroused in four departments. Contingent staffs on daily wage basis were recruited, with the financial assistance from PTA, for proper maintenance of women's rest room and the existing premises and a new security officer was recruited for the institution this year.

## 6.3.8 Industry Interaction / Collaboration

- Research centre in Zoology has built up collaboration with Kerala State Biodiversity Board, Kerala Forest Research Institute and ALINT industries in terms of consultancy in river monitoring, biodiversity assessment and chemical analysis.
- The students from Department of Political Science conducted election survey in three assembly constituencies as part of Psephology, in association with University of Kerala & Kairali Media Channel.
- Department of Sanskrit has collaboration with Viswasamskrita Prathishtanam and Mannam Ayurveda Medical College, as part of language enrichment & teaching-learning programmes.

## 6.3.9 Admission of Students

Admission of students is done through online Central Allotment Process of the parent University. The college could conduct admission by following the seat matrix, through online protocol of the University and could fill maximum seats in 23 programmes as per the options and preferences of the students.

## 6.4 Welfare schemes for

Teaching	-
Non teaching	-
Students	PTA, Student Support Scheme (vidyanidhi)

## 6.5 Total corpus fund generated

Rs.45,50,000/-\*

\* PTA fund and management fund

## 6.6 Whether annual financial audit has been done

Yes



No



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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	University	Yes	Management, Principal
Administrative	Yes	Dy.DCE, AG	Yes	Management

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

For UG Programmes      Yes ☐      No ☐

For PG Programmes      Yes ☐      No ☐

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

**NA**

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

**NA**

6.11 Activities and support from the Alumni Association

The Alumni association helps in channelizing and transforming the goodwill of the Alumni into creative and meaningful co-existence. A programme – “Second Home Coming” is currently running in the college in which the prominent Alumni of the department will get a chance to Re-visit the college and address the students. Similar programmes to share the academic resources and expertise of our Alumni are awaiting implementation. The association also provides cash prize to toppers in University PG and UG examinations.

6.12 Activities and support from the Parent – Teacher Association

Parent-Teacher Association of the college organizes scheduled meetings as general meeting and in individual departments for supporting the students. The meetings with parents by the faculty aims at the academic and personal enhancement of the students in terms of reporting academic progress, co-curricular and extracurricular activities of their wards.

During 2016-17, PTA supported the institution through:

- Financial assistance for repairing and maintenance works of computers, gas pipelines in Chemistry laboratory, electrical wiring in labs, drinking water systems, ladies rest room, amenities in wash area, boys’ toilets, etc.
- Installation of 3 green boards, lectern, 40 ceiling fans and lightings in various class rooms and improved drinking water facility.
- Construction of bore well & purchase of 2 water pumps to resolve water shortage problem
- Renovation of auditorium stage meant for students’ programmes
- Financial assistance to appoint a daily wage labourer to maintain the women’s rest room and existing premises of the campus and also for security staff.
- Installation of 16 CCTV cameras in the campus
- Installation of napkin vending machine in ladies wash room.
- Purchase of resource materials for the conduct of internal examinations
- Payment of water and electricity charges
- Remuneration to temporary teaching faculty.

#### 6.13 Development programmes for support staff

IQAC organised a 3-day training programme in Information Technology for support staff of the college, in association with ICT Academy of Kerala from 13-15 February, 2017. The programme covered aspects of basics of OS, troubleshooting, internet etiquettes, document & spreadsheet creations, document management through cloud computing, online services, SPARK, account modules, generation of reports, etc. The college computer lab is open for support staff too, for practicing the IT skills after the training sessions.

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

The college has taken keen care to avoid synthetic flexi prints and banners in its premises during the year. The institution encouraged the usage of cloth banners. The campus could also replace plastic cups and containers with paper cups throughout the year. The department of physics replaced all incandescent lamps with CFL, for all the experiments. It is noteworthy that NSS and NCC units of the college planted saplings during this academic session. Further, all the departments participated in the green campus campaigning programme.



**Criterion – VII****7. Innovations and Best Practices**

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

Human resource of the institution and their resourcefulness was optimally utilized for knowledge sharing as an interdepartmental programme “Collegium”, helped all students to enhance their knowledge base through a teacher other than from the parent department. Programme “Hridayapoorvam” that includes extending helping hand to the underprivileged community, helped in inculcating human values and moral values among students of the campus. Interdisciplinary seminar by PG students, organised by research and extension forum and PG monitoring cell, aided in raising the confidence level of students and enabled better interaction between the departments. Seminar to students outside the campus through webinar commenced this year as part of extending resource pool to external community. Department of History started a programme “One Day One Rupee”, for supporting economically backward section of the society and for inculcating human values in the students.

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

Action Taken Report based on the plan of action formulated by the institution in the beginning of the 2016-17 are:

- The FIST Committee of the college took initiative and established LAN facility and Wi-Fi zones in science departments with terminals in classrooms, laboratories, research labs and staffrooms through DST-FIST Scheme.
- The institution enhanced instrumentation through procurement of research equipments worth Rs.32 Lakhs, through DST-FIST Scheme
- New furniture consisting of 50 sets of desks & benches were added to the classrooms utilizing Management fund.
- IQAC introduced broadband internet connection as leased line (optical fibre) with a speed of 20 Mbps in the college
- IQAC organised 3-day training programme in Information Technology for support staff of the college
- Research and Extension forum of the college published the ISSN journal “Science Chronicle” and abstracts were published in its online portal [www.sciencechronicleres.org](http://www.sciencechronicleres.org). The forum submitted the journal “Science Chronicle” for University approval and got approved by Board of Studies in Zoology, University of Kerala. One faculty from the department of Zoology received research guidship under University of Kerala by the initiative of research forum. The forum also took initiative in applying for new research centres in the campus.

- Research and Extension forum organized PG interdisciplinary seminar, synopsis evaluation, dissertation screening and training for research scholars. The forum also conducted interdepartmental project presentation, evaluation and distributed prizes for best projects.
- Department of Zoology in association with Research Forum of the college introduced web-seminar by delivering a talk on “Biodiversity of Western Ghats” to the students and teachers of NSS Hindu College, Changanacherry through video conferencing. Department of Chemistry conducted awareness classes for farmers on Green Pesticides and soil quality, as part of extension activities.
- Science departments such as Biochemistry, Zoology, Botany and Physics introduced virtual lab techniques to the students for practical sessions.
- The department of Physics adapted the use of Phet and ICT based websites for PG students. The department also provided training on “Origin” software to PG students.
- Departments of Zoology, Physics and Botany availed student research projects of KSCSTE, Govt. of Kerala with a total outlay of Rs.36500/- during the year.
- Department of Botany observed National Science Day through quiz & elocution competitions, invited talks and radio talks.
- Department of English organised Dr.Ayyappa Panicker memorial intercollegiate literary quiz competition. Literary festival “Lumina Literati” and literary exhibition were conducted by the same department for skill enhancement of students and as extension activity. The students visited EFL-U & Osmania, Hyderabad. The students of the department also performed a stage play *Oedipus Rex*, as part of experiential learning. The journal MARGA received ISSN number this year.
- Interdisciplinary seminar on Ramayana was conducted by departments of Sanskrit and Malayalam and drama symposium was conducted by department of English. The departments also observed reading day with programme “Vayanadinam”.
- All the departments conducted quiz competitions for knowledge & talent scan of students.
- All the departments conducted study tours for enabling experiential learning process.
- World Migratory Birds Day, World Wetland Day, World Environmental Day, National Science Day and Ozone Day were observed by departments of Zoology, Physics and Botany through the conduct of seminars with the assistance from KSCSTE, State Biodiversity Board and Directorate of Environment and Climate Change.
- Department of Hindi observed “Hindi Diwas” as fortnight celebrations for ensuring student participation in language skill enhancement. Department of Sanskrit conducted one week programme “Samskrita Sambhashana Sibiram” as part of literary enrichment among the students.
- Department of Economics organised student enrichment programme Budget Bytes and department of Commerce organised workshop on Securities Market by Hedge, on Chartered Accountancy, MBA orientation, Management Studies & digital awareness programmes.

- The NSS Unit of the college organised various extension activities during the year 2016-17. The volunteer of the unit represented at National Level through participation in Republic Day Parade, New Delhi. The volunteers of the unit conducted an awareness rally on Environmental Protection on “World Environmental Day” and planted around 300 trees in the local area outside the campus. The unit distributed study kits for 20 economically backward students. Five houses were constructed by the volunteers of the unit as shelter for homeless community. The volunteers also raised a fund for treatment of patients suffering from cancer, spinal disease and asthma. The unit also conducted “Clean Pandalam Project”, visited Mahatma Janasevana Kendram as part of observing “International Day for Elderly”, conducted awareness seminars on “Over-use of alcohol, tobacco and drugs in youth”, Students participation for anti-corrupted Kerala”. Further, the unit organised blood donation camp, observed AIDS day, International Youth Day, Independence Day, Republic Day, etc. The volunteers actively participated in waste management at Sabarimala & Pamba region during pilgrim season. The unit also completed Kadali Vanam & Thulasi Vanam projects as part of environmental conservation programmes.
- NCC unit of the college conducted blood donation camps and cleaning camps. The cadets also participated in organ donation camp organised by 10K battalion and Government District Hospital, Pathanamthitta. The unit is active on blood donation to the needy persons outside and inside the campus, as and when required. One of the volunteers represented at National Level through participation in Republic Day Parade, New Delhi
- Women’s Study Unit (WSU) organised various activities such as invited talk on “Women and Society”, Health awareness class on “Urinary Tract Infection”, invited talk on International Women’s Day and value added programme “Certificate Course in Beautician”
- Department of Physical Education organised fitness training to players and athletes, organised coaching camps for Cricket, Football, Handball, Volleyball, Kabadi, Softball, Judo, Taekwondo, Wrestling, Rugby, Body-building, Badminton, Basketball, Hockey and Athletics. The department conducted sports quiz, orientation programme associated with fitness centre, intra-mural competitions, extra-mural competitions, and sports day for Women’s Study Unit. Inter-departmental tournaments were organized for Football, Cricket, Volleyball, Badminton and Chess during the year. The department also celebrated International Yoga Day in June, 2016 and conducted annual athletic meet in March, 2017.
- The best practices of the college, “Collegium” and “Hridayapoorvam” were successfully carried out.
- Parent Teacher Association of the college supported the institution through financial assistance for repairing and maintenance works of computers, gas pipelines in Chemistry laboratory, electrical wiring in labs, drinking water systems, ladies rest room, amenities in wash area, boys’ toilets, etc. The PTA supported financially for installation of 3 green boards, lectern, 40 ceiling fans and lightings in various class rooms and improved drinking water facility, for construction of bore well & purchase of 2 water pumps to resolve water shortage problem, for renovation of auditorium stage meant for students’ programmes, for appointing daily wage labourer to maintain the women’s rest room and existing premises of the campus and also for security staff, for installation of CCTV cameras in the campus, for installation of napkin vending machine in ladies wash room, for purchase of resource materials for the conduct of internal examinations, for payment of water and electricity charges, for remuneration to temporary teaching faculty.

- Management authority conducted both academic and administrative auditing.
- The college conducted twenty six value added courses for professional skill development among students.
- “Walk with the scholar” programme was conducted through ten sessions with the involvement of both external and internal resource persons, for the purpose of empowerment of advanced learners.
- Student induction programme was conducted for newly admitted students in the beginning of the academic session
- Computer centre and club conducted certificate course on “basics of computer and internet” for IT knowledge enhancement in the campus.
- All the departments released newsletters and manuscript magazines.
- All the departments conducted association activities for ensuring student participation in the day-to-day activities of the departments.
- All the departments conducted PTA meetings for ensuring effective interaction between faculty and parents. Tutorial meetings were regularly conducted for mentoring the students to support their academic, co-curricular and extra-curricular profile.

### 7.3 Give two Best Practices of the institution

Two best practices of the college are:

- ↳ **Collegium –The domain of debate and Discourse’**
- ↳ **Hridayapoorvam: A Mission to Heal the Wound of Hunger**

*\*Details are provided in annexure III*

### 7.4 Contribution to environmental awareness / protection

It is noteworthy that NSS and NCC units of the college planted more than 300 saplings during this academic session. Department of Sanskrit conducted “Vriska Ayurveda teaching” for creating environmental awareness among students. Further, all the departments participated in the green campus campaigning programme. The institution observed World Migratory Birds Day, World Wetland Day, World Environmental Day, National Science Day and Ozone Day through awareness programmes in collaboration with KSCSTE and Directorate of Environment and Climate Change. The campus could also replace plastic cups and containers with paper cups throughout the year. Department of Botany and Zoology arranged field trips to botanical parks, wild life sanctuaries and different types of ecosystems as part of environmental awareness programmes to students. All the departments took initiative for inculcating environmental values in students, through green campus programmes, plastic free zones, waste management, biogas utilization, clean campus programmes and awareness campaigns.

7.5 Whether environmental audit was conducted? Yes ☒ No ☐

7.6 Any other relevant information the institution wishes to add.

Nil

**8. Plans of institution for next year**

Plans of the college for next year are as follows:

- ✓ To procure new equipments for ICT enablement
- ✓ To conduct exhibition in the college
- ✓ To create more smart class rooms
- ✓ To organise career guidance classes
- ✓ To organize more regional seminars
- ✓ To continue with value added programmes
- ✓ To conduct invite lecture series by eminent personalities

**Dr.S.Nandakumar**  
(Co-ordinator, IQAC)

**Dr.K.Manikantan Nair**  
**Principal**  
(Chairperson, IQAC)

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## IQAC ACTION PLAN 2016-17

Month/Week	Activity	Remarks
<b>May 2016</b>	Guidance for HODs to prepare action plan 2016-17 at department level	
<b>June 2016</b>		
<i>I week</i>	IQAC quarterly meeting	
<i>II week</i>	Teacher's dairy distribution	
<i>III week</i>	Result analysis and feedback to departments	
<i>IV week</i>	Collection & review of action plans from departments; Proposal to PTA & Management for enhancement of classroom infrastructure facilities	
<b>July 2016</b>		
<i>I week</i>	Renewal of INFLIBNET subscription & provide access to new staff & research students.	
<i>II week</i>	Initiation of induction programmes to FDP students	
<i>III week</i>	Review and monitor enhancement of student facilities; CCTV installation monitoring	
<b>September 2016</b>		
<i>II week</i>	IQAC quarterly meeting	
<b>November 2016</b>		
<i>I week</i>	Review on orientation programme for teachers in ICT enabled teaching	
<i>II week</i>	Monitor submission of journal for University approval.	
<b>January 2017</b>		
<i>II week</i>	Establish broadband internet connection (leased line)	
<i>IV week</i>	IQAC quarterly meeting	
<b>February 2017</b>		
<i>II week</i>	Review on research article publications by faculty	
<i>III week</i>	Training programme to Office staff	
<b>March 2017</b>		
<i>II week</i>	IQAC quarterly meeting & annual review	
<i>IV week</i>	Annual Quality Assurance report to NAAC, Bangalore	

**Feedback analysis report**

Feedback for assessing institution, courses and teachers are taken every year from among students. From the feedback obtained, a report is prepared and discussed at the academic committee meetings of the college. During 2016-17, the feedback was taken from students for the evaluation of the afore mentioned parameters.

A five point scale questionnaire for ten attributes were given to students for rating purpose. An analysis revealed that all the teachers were rated good for their ability to create interest in the subject and 18% of the teachers are yet to improve with respect to the ability to integrate course material with current environment. The analysis on evaluation of teachers by students revealed that about 85% of the teachers are good in communication skill in terms of articulation and comprehensibility. Rest of the teachers was rated as average in the same parameter. Ability of teachers to design assignments, examinations to test the understanding of the course were rated excellent and good, but at the same time 5% of the teachers are to be improved in designing the projects. Students opined that all the teachers are accessible in and out of the class, but at the same time 8% of the faculties are to be improved in communication/interaction with the students outside the class. All teachers were rated good in providing timely feedback to students throughout the course. Students had good opinion about the knowledge base of teachers. Excellent rating was given to all the teachers on commitment and sincerity towards students.

An analysis on feedback from students for evaluation of institution revealed that, the general academic atmosphere is above average and teachers' guidance in academic activities is excellent. Accuracy and correctness of continuous assessment were rated good. Coursework preparation of teachers and their participation in co-curricular activities were rated above average. Library and laboratory facilities are good. Students strongly agreed that they got good encouragement for participation in extracurricular activities and got very good opportunity to participate in sports activities through physical education department. There is an above average chance of getting admission to higher studies in the same discipline after pursuing course from this institution. All the students strongly agreed that they can accept teachers as their academic models. Students rated the institution high in organizing seminars and invited lectures. 85% of the students recommend the institution to other students. But, students had an opinion that there should be improvement in college union and its activities. Students have expressed that they are promoted for exhibiting their talents in cultural activities, quiz & debates, presentations, role plays, etc and they are always motivated and encouraged to participate in University level, State level and National level programmes.

Course evaluation by students showed that, they are able to apply what they have learned to their future task and agreed that the academic content of the course satisfies the stated objectives. Majority of the students have the opinion that the resource materials were of good use in the class. Students also agreed that the course included enough practice work and adequate theory background. Overall rating of course and institution was excellent.



**BEST PRACTICES OF THE COLLEGE****I. ‘Collegium –The domain of Debate and Discourse’**

The vision of the practice is that teaching, learning and sharing is the need of the hour. It is obvious that the college has a resource pool and a host of subjects for sharing knowledge. With all the confidence tinged with humility, the college open corridors both to learn and teach, to share and spread the pollens of knowledge. The focal themes were

- ❖ Living with science
- ❖ Art and culture
- ❖ Soft skills
- ❖ Business transactions
- ❖ World outside
- ❖ Women empowerment
- ❖ Personality development
- ❖ Legal awareness

Both interdepartmental and intercollegiate lectures are given by the resource persons of the collegiums. ‘Collegium –The domain of debate and Discourse’ is a programme organised by the Human Resources Development Cell where a pool of resource persons volunteered to commit themselves in the “Knowledge Saga of teaching, learning and sharing” and is co-ordinated by Sri.Vinod P., Asst.Professor in the department of Zoology. This knowledge sharing worked on the paradigm of group learning applications . The cell also arranged counselling sessions to students to have better vision and orientation towards goal setting .Above all it also serves as a platform to guide students with regard to their career options through career development programmes from in-house experts and creative thinkers

**Objectives:**

- To conduct an interdisciplinary discourse during zero hours, to increase the awareness levels of the students in various subjects
- To add a competitive advantage to students’ intellectual capital
- To bring an asset dimension to the academic fraternity and scholars.
- To foster bonding with lateral establishments through programme like Collegium which gave outside consultancy services.

**Implementation Strategy**

- The classes were arranged in a schedule where the availability of the resource persons and the students was duly taken into consideration.
- An average of 32 classes was arranged during the year 2016-17
- Each resource person was given classes other than his /her core students
- Efforts were taken to maintain the probability of giving all department classes judiciously
- Minimum 40 hrs of class a year
- Evaluation and Feedback from the students as well as the concerned Department heads were taken
- Another innovative contribution of collegium was a seminar in association with Research forum of the college, on “Biodiversity of Western Ghats” through web conferencing for the students and faculty of N.S.S. Hindu College, which was delivered by Dr.M.G.Sanalkumar, Research Co-ordinator of the college.



- Further, an orientation programme on goal setting & personality development was given to the all PG students of the college.
- This year, 15 teachers served as resource persons for delivering talks outside the campus.

## II. Hridayapoorvam: A Mission to Heal the Wound of Hunger

**Goal:** Helping the poorest of the poor in the society by extending a packet of food once in every month by students and staff of the college.

**Context:**

“Hunger moves minds to evil” - Krut Hamson

India is a country with developing economy where a vast majority of the people is living at subsistence level. The problem to the constitution of India stresses the importance of ‘Justice – Social, Economic and Political’. Social justice is mentioned first and other two come second and third in order of preference.

This in itself indicates that the makers of our Constitution realized the significance and power of social justice. Social service as a part of social justice is very much relevant in the contemporary Indian social and cultural scenario.

In India, unfortunately the social services are so poor that the upbringing of weaker section of the society can hardly be said to exist. Millions of people in our country cannot get even the drinking water. The country has not been able to achieve food security even after more than half a decade of her Independence. We have a surplus stock of (233.92 million tons) of food grains and millions of tons gets spoiled for want of storage every year, but a good number of our population still die of hunger. The poor and inequitable distribution system of food- stuff is a big problem of modern India.

**Practice:**

N.S.S.College, Pandalam offers its best service in the social service sector through “Hridayapoorvam” this mission upholds the major vision of the college “They serve good well who serve its creatures”. Once in every month student representatives of this program collect Lunch packet from the campus and distribute them among the poor patients in Government Hospital, Adoor. More than one thousand packet can be collected and distributed. Sri. P.B. Anil, Asso. Professor in the department of Political Science is the teacher-in-charge and the chief organizer of this mission during the present academic year.

This service thus serves the society as a small step to abolish the ever worst misery –Poverty. Student volunteers from NCC, NSS and other college clubs are also actively involved in this charity mission. The support and guidance of entire teaching faculty, non teaching staff and PTA, is the driving force behind this great activity. Such services make a positive impression in student’s personality and encourage them to offer their energy and youth in the well being of our society.

We are liable to boost of our development in science and technology and advancement in almost all the fields of modern development but on the other hand our heads bow with shame to see over millions root in extreme poverty. So it is the primary duty of the civilized society to create at least the minimum conditions of good life for every individual before it sanctions indulgence in luxury and conspicuous consumption.

**Contributions:** During the year 2016-17, dress and food kits were distributed to 45 children, who are inmates of Children’s home at Alappuzha District on various occasions. Further, the practice of distributing food packets continued this year, for the inpatients of Government general hospital at Adoor, Pathanamthitta District.