Annual Quality Assurance Report (AQAR)

2016-2017

Submitted to

National Assessment and Accreditation Council

(NAAC)

By

SreeVidyadhiraja N.S.S. College

Vazhoor, Kottayam, Kerala- 686505

(Affiliated to Mahatma Gandhi University, Kottayam)

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The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

1. Details of the Institution

1.1 Name of the Institution   :   **SVR NSS College [SreeVidyadhi Raja N.S.S College]**

1.2 Address Line 1   :   **Theerthapadapuram**

Address Line 2   :   **Vazhoor**

City/Town   :   **Kottayam**

State   :   **Kerala**

Pin Code   :   **686505**

Institution e-mail address   :   **info@svrnsscollege.com**

Contact Nos.   :   **0481 2456227**

Name of the Head of the Institution: Dr. V.Rajamani Amma

Tel. No. with STD Code: 0481 2458577

Mobile: 9847298575

Name of the IQAC Co-ordinator: Dr. Asok A.R

Mobile:

9446351127

IQAC e-mail address:

iqac.svr@gmail.com

1.3 **NAAC Track ID**

KLCOGN10395

+

1.4 **NAAC Executive Committee No. & Date:**
   (For Example EC/32/A&A/143 dated 3-5-2004.
   This EC no. is available in the right corner- bottom
   of your institution's Accreditation Certificate)

EC(SC)/15/A&A/10.2 dated 25.05.2016

1.5 Website address:

www.svrnsscollege.com

Web-link of the AQAR:

www.svrnsscollege.com/admin

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B++	82.65%	2003	2008
2	2nd Cycle	B	2.68	2016	2021
3	3rd Cycle				
4	4th Cycle				

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

01-10-2003

1.8 AQAR for the year *(for example 2010-11)*

2016-17

1.9 Details of the previous year's AQAR submitted to NAACafterthe latest Assessment and Accreditation by NAAC (*(for example AQAR 2010-11submitted to NAAC on 12-10-2011)*

N.A.

1.10 Institutional Status

University   State ☐   Central ☐   med ☐   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 (PhysEdu) ☐

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

     Others   (Specify)   .

1.12 Name of the Affiliating University *(for the Colleges)*   Mahatma Gandhi University, Kottayam.

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

Autonomy by State/Central Govt. / University   NO

University with Potential for Excellence   NO   UGC-CPE   NO

DST Star Scheme	NO	UGC-CE	NO
UGC-Special Assistance Programme	NO	DST-FIST	NO
UGC-Innovative PG programmes	NO	Any other (*Specify*)	NO
UGC-COP Programmes	NO		

2. IQAC Composition and Activities

2.1 No. of Teachers — 7

2.2 No. of Administrative/Technical staff — 1

2.3 No. of students — 0

2.4 No. of Management representatives — 1

2.5 No. of Alumni — 0

2. 6 No. of any other stakeholder and community representatives — 3

2.7 No. of Employers/ Industrialists — 0

2.8 No. of other External Experts — 0

2.9 Total No. of members — 12

2.10 No. of IQAC meetings held — 5

2.11 No. of meetings with various stakeholders: No. [   ]   Faculty [2]

Non-Teaching Staff/ Students [1]   Alumni [3]   Others [   ]

2.12 Has IQAC received any funding from UGC during the year?   Yes [   ]   No [✓]

If yes, mention the amount — N.A.

2.13 Seminars and Conferences (only quality related)

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

Total Nos. | 2 | International | 0 | National | 0 | State | 0 | Institution Level | 1

(ii) Themes

| 1. Overcoming the Lacunas: Workshop on Peer Team Recommendations |

2.14 Significant Activities and contributions made by IQAC

> Modified the IQAC introduced registers in the college: Student Track Record, Department Activities Register and Teacher's Diary.
> Conducted meeting for the whole college to appreciate the team work at the time of NAAC Peer Team Visit.
> Continued effort was taken to bring NCC unit in the college.

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
1. To appreciate the team work at the time of Peer Team visit.	1. Befitting meeting of appreciation was conducted.
2. To modify the IQAC introduced registers to make it more inclusive.	2. Modified the IQAC introduced registers in the college: Student Track Record, Department Activities Register and Teacher's Diary.

Attach the Academic Calendar of the year as Annexure.

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

Management ✓ Syndicate ☐ Any other body ☐

Provide the details of the action taken

1. AQAR was placed before the College Council and got the ratification after detailed discussions on the vii criterions.
2. The AQAR was ratified by the IQAC.
3. The AQAR was ratified 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	0	0	0	0
PG	5	0	0	0
UG	7	0	0	0
PG Diploma	0	0	0	0
Advanced Diploma	0	0	0	0
Diploma	0	0	0	0
Certificate		0	0	0
Others	0	0	0	0
Total	12	0	0	0
Interdisciplinary	0	0	0	0
Innovative	0	0	0	0

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

Pattern	Number of programmes
Semester	12
Trimester	0
Annual	0

1.3 Feedback from stakeholders* Alumni [✓] Parents [✓] Employers [✓] Students [✓]
    (On all aspects)

    Mode of feedback : Online [ ] Manual [✓] Co-operating schools (for PEI) [ ]

*Please provide an analysis of the feedback in the Annexure

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

NO

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
50	36	13	0	1

2.2 No. of permanent faculty with Ph.D.

11

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
7	13	0	0	0	0	0	0	7	13

2.4 No. of Guest and Visiting faculty and Temporary faculty | 13 | | 0 | | 0 |

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	6	21	5
Presented papers	2	13	6
Resource Persons	0	2	0

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

2.7 Total No. of actual teaching days

during this academic year

180

2.8 Examination/ Evaluation Reforms initiated by
the Institution (for example: Open Book Examination, Bar Coding,
    Double Valuation, Photocopy, Online Multiple Choice Questions)

Follows the University rules

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

07

2.10 Average percentage of attendance of students

84 %

2.11 Course/Programme wise distribution of pass percentage :

2016-2017

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BSc. Maths	40	Nil				95%
BSc Physics	32	Nil				56%
BSc Chemistry	30	Nil				60%
BSc Botany	31	Nil				51%
BA Economics	56	Nil				48%
BA English	24	Nil				45%
BCom	61	Nil				96%
MSc Maths	19	Nil				78%
MSc Botany	13	Nil				69%
MA Economics	16	Nil				68%
MCom	18	Nil		Result Not published		
MA English	15	Nil				20%

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

- **Modified department Registers were provided by the IQAC for keeping proper documentation**

- **Net and other such training programmes for the students are made customary in all the P.G. departments.**

- **More number of centralised internal tests and model tests are made mandatory so as to enhance the students to fare better grades in the examinations.**

- **Association and departmental clubs are further activated to boost up the confidence of each and every student and documentation is made compulsory.**

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2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	03
UGC – Faculty Improvement Programme	01
HRD programmes	01
Orientation programmes	03
Faculty exchange programme	0
Staff training conducted by the university	0
Staff training conducted by other institutions	2
Summer / Winter schools, Workshops, etc.	5
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	7	04	0	0
Technical Staff	13	1	0	0

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

Formalities of completing minor projects are conveyed and 8 MRP completed.

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	0	0	0
Outlay in Rs. Lakhs	0	0	0	0

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	08	8	0	0
Outlay in Rs. Lakhs	0	26.8	0	0

3.4   Details on research publications

	International	National	Others
Peer Review Journals	13	15	0
Non-Peer Review Journals	**0**	0	0
e-Journals	0	0	0
Conference proceedings	0	02	0

3.5 Details on Impact factor of publications:

Range [2]   Average [1.6]   h-index [   ]   Nos. in SCOPUS [   ]

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	0	0	0	
Minor Projects	2015-2017	UGC	24.8	
Interdisciplinary Projects	0	0	0	0
Industry sponsored	0	0	0	0
Projects sponsored by the University/ College	0	0	0	0
Students research projects *(other than compulsory by the University)*	4	KSTEC	30000/-	30000/-
Any other(Specify)	1	KSTEC	0	0
Total	2			

3.7 No. of books published   i) With ISBN No.   [01]   Chapters in Edited Books   [5]

ii) Without ISBN No.   [01]

3.8 No. of University Departments receiving funds from

UGC-SAP [0]   CAS [0]   DST-FIST [00]

DPE [0]   DBT Scheme/funds [0]

3.9 For colleges   Autonomy [0]   CPE [0]   DBT Star Scheme [0]

INSPIRE [0]   CE [0]   Any Other (specify) [02]

3.10 Revenue generated through consultancy   [0]

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	0	3	1	0	
Sponsoring agencies	0	KSTEC	KSTEC		P.T.A

3.12 No. of faculty served as experts, chairpersons or resource persons   [2]

3.13 No. of collaborations   International [0]   National [0]   Any other [0]

3.14 No. of linkages created during this year   [0]

3.15 Total budget for research for current year in lakhs :

From Funding agency   [2.8]   From Management of University/College   [.1]

Total   [2.9]

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	0
	Granted	0
International	Applied	0
	Granted	0
Commercialised	Applied	0
	Granted	0

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
0	0	0	0	0	0	0

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

2

and students registered under them

0

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

01

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

JRF 0   SRF 0   Project Fellows 0   Any other   0

3.21 No. of students Participated in NSS events:

University level 3   State level 2

National level   International level

3.22 No. of students participated in NCC event

University level 0   State level 0

National level 0   International level 0

3.23 No. of Awards won in NSS:

University level 0   State level 0

National level 0   International level 0

3.24 No. of Awards won in NCC:

University level | 0 | State level | 0

National level | 0 | International level | 0

3.25 No. of Extension activities organized

University forum | 0 | College forum | 2

NCC | 0 | NSS | 2 | Any other | 0

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

Planting saplings

Social surveys

Spoken classes for the public

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	35 acres	0	0	35 acres
Class rooms	33	0	0	33
Laboratories	8	0	0	8
Seminar Halls	2	0	0	2
No. of important equipments purchased ($\geq$ 1-0 lakh) during the current year.		CCTV Camera in exam halls	PTA	
Value of the equipment purchased during the year (Rs. in Lakhs)		1.05 Lakhs		
Others	0	OFC Highespeed NET	PTA	

4.2 Computerization of administration and library

YES

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	24851	5482295	149	80036	25000	5562331
Reference Books						
e-Books	0	0	0	0	0	0
Journals	1280	91338	200	12226	1480	
e-Journals	0	0	0	0	0	0
Digital Database	0	0	0	0	0	0
CD & Video	0	0	0	0	0	0
Others (specify)	0	0	0	0	0	0

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	82	01	4	4	12	11	25	0
Added	0	0	0	0	0	0	0	0
Total	82	01	4	4	12	11	25	0

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

All the students and staff of the college are given IT training in the computer lab. (Advanced & Basic)

4.6 Amount spent on maintenance in lakhs :

i) ICT

0.34500

ii) Campus Infrastructure and facilities

1.05

iii) Equipments

0

iv) Others

0

Total :

0

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1.IQAC conducted a few awareness programme on Walk with a Scholar & Student Support Programme2. Analysis of Student Evaluation is done.

5.2 Efforts made by the institution for tracking the progression

> Students Track Record, Depart Activities Register & Teacher's Diary recorded and other records of progression are maintained.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
880	158	0	0

(b) No. of students outside the state

> 0

(c) No. of international students

> 0

	No	%
Men	375	36%

	No	%
Women	663	64%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
477	95	14	252	4	911	647	119	15	254	3	1038

Demand ratio   :CAP   Dropout % :

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

> 1. NET coaching, 2. PSC coaching in some departments, 3. Programmes of Career guidance cell, 4. Preparation for GD and interviews.,ASAP, DTP Centre

No. of students beneficiaries   940

5.5 No. of students qualified in these examinations

NET 0   SET/SLET 12   GATE 0   CAT 0

IAS/IPS etc 0   State PSC 7   UPSC 0   Others 12

5.6 Details of student counselling and career guidance

> Career guidance seminar : 2
>
> Counselling: 2
>
> Tutorials on 15th of every month

No. of students benefitted   1038

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
1	51	12	0

5.8 Details of gender sensitization programmes

1. Two seminar
2. Awareness class by member State Women's Commission

5.9 Students Activities

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

State/ University level   23   National level   0   International level   0

No. of students participated in cultural events

State/ University level   45   National level   0   International level   0

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

Sports : State/ University level   0   National level   0   International level   0

Cultural: State/ University level   3   National level   0   International level   0

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	12	11500
Financial support from government	875(Fees concession)	1457500
Financial support from other sources	0	0
Number of students who received International/ National recognitions	0	0

5.11   Student organised / initiatives

Fairs   : State/ University level [0]   National level [0]   International level [0]

Exhibition: State/ University level [2]   National level [0]   International level [0]

5.12   No. of social initiatives undertaken by the students   [4]

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

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

> The Institution upholds the vision of the founder Padmabhooshan late shriMannathuPadmanabhan that only through Education, social, economic and cultural upliftment of the country is possible, especially the marginalized people .

6.2 Does the Institution has a management Information System

> Yes. Apart from the public information system of the corporate management, one of the faculty members is acting as the college PRO.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1   Curriculum Development

> CurriculumDevelopment is decided by the University. In the college it is decided by college council and the departments concerned

6.3.2   Teaching and Learning

> It is mainly decided by the departments concerned in tune with the general time-table.

6.3.3   Examination and Evaluation

> External examination and Continuous Evaluation of Students is conucted as per the University rules.

6.3.4   Research and Development

6.3.5

> Research Promotion Council in the college is working promptly and 16 MRP are going on and one completed.

> The college has a library containing 25000 books with a separate reading room and reference section.
>
> Teaching often depend on ICT and the college has a few white boards, 5 LCD Projectors and one OHP.

6.3.6   Human Resource Management

> With the help of the HRD Cell in the management as well as the college, appointments, promotions and other related affairs are done on a purely merit basis and in concurrence with the University and Government rules.

6.3.7   Faculty and Staff recruitment

> Faculty and Staff recruitments are fully as per the government and University rules.
>
> 7 new Assistant professors were appointed in the current year.

6.3.8   Industry Interaction / Collaboration

> Nil

6.3.9   Admission of Students

> All student admissions are done through Centralized Admission Process (CAP) of the university and is online. As per the Govt/University rules 50% seat are on merit basis, 20% for SC/St, 20% Management quota and 10% community quota.

6.4 Welfare schemes for students and staff.

   All the staff enjoy privileges as per the govt. service rules and regulations. The college has a canteen, co-operative society, play ground, parking facility, drinking water facilities, rest rooms etc for the benefit of the students and staff. There are some scholarships and endowments for the students. Further the staff of the college is dedicated for the welfare of the student community.

6.5 Total corpus fund generated

> 37528597

6.6 Whether annual financial audit has been done   yes

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	yes	Corporate Management	Yes	Internal Audit Cell
Administrative	yes	DD, DCE & AG Audit	yes	Corporate Management

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

For UG Programmes   Yes [ ]   No [ ]   no

For PG Programmes   Yes [ ]   No [ ]   no

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

Being an affiliated college, the college follows the university reforms.

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

Autonomy of colleges is a policy matter of the Government.

6.11 Activities and support from the Alumni Association

Alumni Association conducts annual meetings, programmes and supports the college with their esteemed evaluation process.

6.12 Activities and support from the Parent – Teacher Association

The college PTA supports the all-round development of the college and gives financial support whenever it is needed. It is from the PTA fund that the remuneration of the guest faculty is paid.

General and department-wise PTA meetings help a lot in fulfilling the purpose of Education.

6.13 Development programmes for support staff

The support staff is given computer training in the computer lab. They also have their platforms and recreation spaces for their welfare.

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

> The college is proud of its eco-friendly activities. The Students union, PTA and the NSS units run Bio-farming in the college campus. They also keep it as plastic free. Biogas plant is established in the canteen.Principal is a lead auditor in EMS, IOS 14001-04

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.

> Peer teaching, invited lectures and 19 value added/ certificate courses.

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

> Proper recording & documentation has been initiated for the next accreditation as per the revised guidelines

7.3 Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)*

> 1. Talent Pool.
> 2. Bio-farming.
> 3. Girls friendly campus –Yoga Practices for girls to empower physically & mentally

Provide the details in annexure (annexure need to be numbered as i, ii,iii)

7.4 Contribution to environmental awareness / protection

> Bio-Farming continued and extended, Bio-waste plant materialized, goose-berry garden project implemented., Implementation of green technology

7.5 Whether environmental audit was conducted?   Yes √   No ☐

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

> Nil

8. Plans of institution for next year

1. To restart NCC unit in the next academic year. 2. To make department wise coordinators for documentation of departments concerned.

_____   _____

Name   Asok A.R.   *Name   Dr. V RajamaniAmma*

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*