



**SREE NARAYANA GURU COLLEGE,
CHELANNUR**



KOZHIKODE, KERALA- 673616

**The Annual Quality Assurance Report
(AQAR) of the IQAC**

Period: July 1, 2013-June 30, 2014

College Track ID KLCOGN13392

Submitted to

National Assessment and Accreditation Council (NAAC)

Regional office Bangalore

SREE NARAYANA GURU COLLEGE, CHELANNUR

The Annual Quality Assurance Report (AQAR) of the IQAC

Period: July 1, 2013-June 30, 2014

Sree Narayana Guru College, Chelannur has been established in memorial obeisance to the great saint, philosopher and social reformer Sree Narayana Guru to provide better higher educational facilities mainly for the backward classes of Kerala. Education alone has the potentiality to release the under-privileged and the downtrodden from the shackles of an inhuman caste system and other evil practices of the society. All through these years, the teacher community and the student community of the college have contributed towards the process of moulding a progressive human intelligentsia free from caste and communal prejudices and social taboos. The realization of the noble ideas of Sree Narayana Guru who professed the welfare of all, irrespective of caste, creed or religion is the motto of our college.

Part – A

1. Details of the Institution

1.1 Name of the Institution	Sree Narayana Guru College
1.2 Address Line 1	Chelannur, Kannakara PO
Address Line 2	Kozhikode
City/Town	Kozhikode
State	Kerala

Pin Code

Institution e-mail address

Contact Nos.

Name of the Head of the Institution:

Tel. No. with STD Code:

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 **NAAC Track ID** KLCOGN 13392

1.4 NAAC Executive Committee No. & Date:

1.5 Website address:

Web-link of the AQAR:

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B+		2007	5 years
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

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

03/06/2012

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

2013-14

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

- i. AQAR 2007-08 Submitted to NAAC on 27/03/2014
- ii. AQAR 2008-09 Submitted to NAAC on 27/03/2014
- iii. AQAR 2009-10 Submitted to NAAC on 27/03/2014
- iv. AQAR 2010-11 Submitted to NAAC on 27/03/2014
- v. AQAR 2011-12 Submitted to NAAC on 27/03/2014
- vi. AQAR 2012-13 Submitted to NAAC on 27/03/2014

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 (Specify)

1.12 Name of the Affiliating University (*for the Colleges*)

University of Calicut

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 (*Specify*)

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

7

2.11 No. of meetings with various stakeholders: No.

Faculty

Non-Teaching Staff

Students

Alumni

Others

2.12 Has IQAC received any funding from UGC during the year? Yes

No

If yes, mention the amount

Rs.3, 00, 000/-

2.13 Seminars and Conferences (only quality related)

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

Total Nos.

International

National

State

Institution Level

(ii) Themes

Research Methodology

2.14 Significant Activities and contributions made by IQAC

Sree N

- Conducted an orientation program for students
- Conducted a workshop on research methodology for Faculty and PG students
- ICT Training to administrative staff
- Made recommendation for girls room renovation and construction of more toilets for girls.

- Introduction of address tag for students.

- Attendance of students computerised

e 6

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
Focus on UGC Projects, both Minor and Major.	One major and five minor research projects were sanctioned during the period by UGC
To make more smart classrooms	More smart class rooms with smart boards and projectors
Secure sanction of MA Economics course	New MA Economics course was sanctioned by the Gov. of Kerala during the period
To start Walk with a Scholar and Scholar support programs	Both programs started in 2014
To apply for more UG and PG courses	Procedure for sanctioning of new courses completed
Inspire teachers to register for PhD research	Most of the faculty members got registered as PhD research scholars
The renovation work of the class rooms	The renovation work of existing class rooms including floor tiling was done during the period
Renovation work of college main building	Renovation and painting of existing college main building was done during the period
Furniture for class rooms and newly sanctioned course	During the period 60 desks and 60 benches worth Rs. 4 lakh were procured
Encourage sports students for state level, national level International level achievements	Sports students in the college secured remarkable achievements during the period. Boys and girls team in volleyball become the runner up in the Calicut University Volley ball Championship. Four boys represented Calicut University in the Inter University Tournament.
Orient students as social beings by organizing Social Outreach Programmes	Many social outreach programs were conducted during the period with the aim of

	motivating students
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(Attached the academic calendar of the year as Annexure 2)

2.15 Whether the AQAR was placed in statutory body Yes No
 Management Syndicate Any other body

Provide the details of the action taken

AQAR was placed in the college council before submission. After getting the approval of the college council, the AQAR submitted to the NAAC. Suggestion, improvement and modification raised in the college council were incorporated in the report

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	2	1	0	0
UG	6	0	0	0
PG Diploma	0	0	0	0
Advanced Diploma	0	0	0	0
Diploma	0	0	0	0
Certificate	0	0	0	0
Others	0	0	0	0
Total	8	1	0	0
Interdisciplinary	0	0	0	0

Innovative	0	0	0	0
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1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

The institution is using curriculum designed according to the CCSS pattern. There are core courses, common, complimentary and open courses. Open courses provide the opportunity for choice of the students.

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	8
Trimester	0
Annual	0

1.3 Feedback from stakeholders*

(On all aspects)

Mode of feedback :

Alumni	<input checked="" type="checkbox"/>	Parents	<input checked="" type="checkbox"/>
Employers	<input type="checkbox"/>	Students	<input checked="" type="checkbox"/>
Online	<input type="checkbox"/>	Manual	<input checked="" type="checkbox"/>
Co-operating schools (for PEI)		<input type="checkbox"/>	

An effective tutorial system prevails in the College. Tutor keeps a record of socio-economic profile of the parents, student's achievements in the previous exams and his/her personal problems, if any. The tutor is expected to meet the students individually every day and hold informal discussion with him/her on academic and non-academic matters. This includes his/her academic performance, availability of resources in the institution and his/her progress in studies etc. This helps to cement teacher-student relationship in the campus.

Feedback on teachers' performance is collected employing the questionnaire developed by the NAAC for the purpose **(Annexure 3)**. The responses are graded in the four point scale to assess teacher's performance level. The principal discusses the student responses with the teacher concerned and suggests corrective measures. This has been found very useful as it throws light on areas of teacher's strength and weakness. An evaluation report of the students feedback is provided **(Annexure 4)**

Class PTA provides a source to gain feedback on the quality of teaching learning, sufficiency of infrastructure and the effectiveness evaluation methods.

Feedback from Alumni is helpful in improving the teaching learning process.

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

Yes, Board of studies in which faculty members are representatives update the syllabi annually.

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

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
43	30	12	0	1 (part time law lecture)

2.2 No. of permanent faculty with Ph.D.

9

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
2	1	0	0	0	0	0	0	2	1

2.4 No. of Guest and Visiting faculty and Temporary faculty

4

0

0

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	4	11	4
Presented	0	4	1
Resource Persons	0	0	0

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

- Class rooms were upgraded and added four smart class rooms with projectors and Promethian smart boards.
- Provided unlimited internet facility to all teaching departments.
- Students were encouraged to make short films and documentaries as part of the teaching learning process.
- Learning aids like molecular models and charts were made by students
- Walk with a Scholar and Scholar support programs were introduced for effective teaching and learning
- E- books supplied to students
- Quiz programmes designed to develop research aptitude and critical thinking

2.7 Total No. of actual teaching days during this academic year 192

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

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

3 3 3

2.10 Average percentage of attendance of students 91

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA Malayalam	34	11	14	00	0	73.53
BA Economics	50	0	28	11	1	80
B Sc Botany	30	0	23	3	0	86.6
B Sc Maths	40	1	13	9	1	60
B Sc Physics	31	2	19	0	0	67.74
B Com	58	12	40	4	0	96
M Com	18	1	13	3	0	94.4
MA English	19	0	15	3	0	94.7

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

- Regular meetings with faculty were held for quality improvement.
- Staff members were encouraged to attend seminars, present papers and publish them in well reputed peer reviewed journals
- Guidance given to get major and minor projects funded by the UGC and other agencies
- Research methodology classes to develop research culture
- Timely conduct of examinations
- Timely publication of the results
- Flawless internal assessment
- Discussion of internal examination results with parents
- Remedial coaching

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	4
UGC – Faculty Improvement Programme	0
HRD programmes	0
Orientation programmes	1
Faculty exchange programme	0
Staff training conducted by the university	0
Staff training conducted by other institutions	0
Summer / Winter schools, Workshops, etc.	1

Others	0
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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	14	1	0	0
Technical Staff	9	0	0	0

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- IQAC contribute in the monitoring and evaluation of research activities conducted by faculty
- Promote research culture in faculty members by giving guidance to apply for major and minor research projects funded by various state, national and international agencies
- Experts from various fields are invited as resource persons to inspire teachers and students

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number		1		
Outlay in Rs. Lakhs		12.30		

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	8		2
Outlay in Rs. Lakhs	.70	6.85		5.2

3.4 Details on research publications

	International	National	Others
Peer Review Journals	3	1	
Non-Peer Review Journals	0		15
e-Journals	1		
Conference proceedings	0		

3.5 Details on Impact factor of publications:

Range Average 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	3	DST Govt. Of India	12.3	5
Minor Projects	1-2yrs	UGC	4.5	3.45
Interdisciplinary Projects	0			
Industry sponsored	0			
Projects sponsored by the University/ College	0			
Students research projects <i>(other than compulsory by the University)</i>	0			
Any other(Specify)	0			
Total	5		14.38	9.08

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 Any Other (specify)

1.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	Univer sity	College
Number					2
Sponsoring agencies					College & Department

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 (in Lakhs)

From Management of University/College

Total (in Lakhs)

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

2			√			
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Of the
institute in

the year

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

NCC

NSS

Any other

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

Institutional Social Responsibility

- Blood donated to several seriously admitted patients in the Calicut Medical college and other hospitals in the Calicut under Blood donation forum.
- Free coaching for competitive examinations
- Greening the campus to reduce global warming
- Pain and palliative care unit to serve critically ill patients
- Plastic eradication campaign and awareness programs in the nearby villages
- Science day- Two day celebration
- Environment day celebration
- Vegetable garden

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	52 acres	0	-	52 acres
Class rooms	2100 Sq m		0	0
Laboratories	6	0	Nil	4
Seminar Halls	1			1
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	0	4		4
Value of the equipment purchased during the year (Rs. in Lakhs)		5	UGC	5

Others				
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4.2 Computerization of administration and library

- Computerised attendance and mark uploading, and admit card/hall ticket downloading system
- Automation of college office and library for improved service to the students, staff and the community
- Collection of fees and salary bills were computerised
- In the College library the books were documented and provided with specific numbers to each category and it helped easy access and retrieval.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	26328		406	Rs. 167647	26734	
Reference Books	200		50		250	
e-Books						
Journals	16	18240			16	
e-Journals						
Digital Database						
CD & Video	25		10		35	
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	42	4	35	1	1	4	22	0
Added	2			0	0	0	0	0
Total	44	4	35	1	1	4	22	0

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

- Class rooms are equipped with interactive smart boards with projector
- Well equipped computer labs working in the College catering to the needs of both students and staff
- College organised periodic training programmes for the faculty in the use of computers and internet
- Teachers are trained from time to time in the development of computer assisted learning material and in the operation of audio visual aids.
- All the computers in the labs and departments are provided with unlimited broad band internet facility

4.6 Amount spent on maintenance in lakhs :

i) ICT	<input type="text" value="0"/>
ii) Campus Infrastructure and facilities	<input type="text" value="5"/>
iii) Equipments	<input type="text" value="3"/>
iv) Others	<input type="text" value="3.5"/>

Total :

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Organised orientation classes to create awareness about student support services
- Coordinated the activities of placement cell and other clubs
- Through Scholarship cell students are made aware of the various scholarships and financial assistance schemes available to students
- Disseminated the information related to student support programmes using the notice board

5.2 Efforts made by the institution for tracking the progression

- Periodical monitoring of the students by continuous evaluation, tutorials, PTA and Alumni meetings

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
885	85	0	0

(b) No. of students outside the state

0

(c) No. of international students

0

Men	<table border="1"> <thead> <tr> <th>No</th> <th>%</th> </tr> </thead> <tbody> <tr> <td>291</td> <td>32.8</td> </tr> </tbody> </table>		No	%	291	32.8	Women	<table border="1"> <thead> <tr> <th>No</th> <th>%</th> </tr> </thead> <tbody> <tr> <td>594</td> <td>67.1</td> </tr> </tbody> </table>		No	%	594	67.1
	No	%											
291	32.8												
No	%												
594	67.1												

Last Year 2012-13						This Year 2013-14					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physical Challenged	Total
220	147	27	506	4	904	68	146	28	641	2	885

Course code (for UGC)	Courses conducted by the college	Total Number of students (including all years) (1 st yr +2 nd yr+3 rd yr)		Out of col.(3)& col.(4) students belonging to									
				SC		ST		OBC/BC		PWD		Minorities	
		Total	Women	Total	Women	Total	Women	Total	Women	Total	Women	Total	Women
1	2	3	4	5	6	7	8	9	10	11	12	13	14
Level -1 : Graduate Level Courses													
BA		293	191	50	39	10	7	189	115	1		43	30
B.Sc		334	224	54	45	12	9	235	145			33	25
B.Com		173	99	30	21	5	3	122	64	1	1	15	10

Total (Level -1)	800	514	134	105	27	19	546	324	2	1	91	65
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Post graduate level

M.A	47	46	8	7	1	1	33	33			5	5
M.Sc	--	--	--	--	--	--	--	--	--	--	--	--
M.Com	38	34	6	5			31	29			1	
Total (level 2)	85	80	14	12	1	1	64	62			6	5
Grand Total (All level)	885	594	148	117	28	20	610	386	2	1	97	70

Demand ratio 1:14 Dropout % 0.6

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

- Coaching classes for entry into service given to students belonging to various categories to prepare them for PSC/ UPSC/Banking service recruitment exams.
- Experts from various disciplines provided classes.
- Reference books for competitive examinations are purchased

No. of students beneficiaries

SC	ST	OBC	FC	TOTAL
11	2	75	35	122

5.5 No. of students qualified in these examinations

NET	<input type="text" value="8"/>	SET/SLET	<input type="text"/>	GATE	<input type="text"/>	CAT	<input type="text"/>
IAS/IPS etc	<input type="text"/>	State PSC	<input type="text" value="5"/>	UPSC	<input type="text" value="1"/>	Others	<input type="text" value="6"/>

5.6 Details of student counselling and career guidance

- Student counselling and career guidance cell is functioning in the college campus
- Established firms conducted career guidance programmes in the college.
- Sent the students to participate in the recruitment programmes conducted by the near by colleges and university.

No. of students benefitted

ACTIVITIES	NO. OF BENEFICIARIES
Seminar and motivation class on "Learning to Learn"	270
<ul style="list-style-type: none"> • Campus recruitments, • career orientation, • skills training, • student empowerment seminars, higher education guidance, distribution of career handbooks and magazines	115

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 Job Fairs	No. of students participated	Number of Students Placed
2	110		3	150	10

5.8 Details of gender sensitization programmes

- A women study centre functioning the college for addressing the sensitive issues of girl students and women staff in the college

Activity	Sponsors
Girl students participated in All India Civil Services Orientation Programme	Kerala State Youth Welfare Board
Students Participated in Essay Competition for College Students on "Glory of Womanhood"	Sri. Sathya Sai Organization Kerala, Kozhikode Dist
Participated in Essay Competition for College Students	Kerala State Youth Welfare Board
Gender and Women	Dr.K.S. Jayasree (Convener Women's Study centre)

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 National level International level

Cultural: State/ University National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	0	0
Financial support from government	634	1425085
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 National level International level

Exhibition:

State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

Grievance	Redressal
Betterment of Class room facilities	Installed projector in class rooms.
Betterment of Internet facility	Provided better internet facilities in the campus.

Personal problem of students	Provided continuous counseling and mentoring through guidance and counseling cell.
Photostat facility	Photostat facility started in the computer center.
Number of computers	Increased the number of computers.
Canteen Facility	More variety of snacks was introduced in the canteen/cafeteria. Special menu is offered on special occasions.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Our Mission

The mission of our college is to bring about educational, economic and social upliftment of the backward classes and minority students. College stands for the academic excellence as well as the development of the skill and character of students based on the Holy Sree Narayana Guru's perspective on humanism, secularism and universal brotherhood. The institution has been striving to achieve the goal of equal accesses and equal opportunity in all walks of life.

Our Vision

- To empower people through education
- To become a centre of learning par excellence.
- To provide value- based education
- To promote quality education targeting global competence
- To ensure an integrated development of individuals.

6.2 Does the Institution have a management Information System?

Yes. We have a MIS in place to help us plan and execute programs at institutional level.

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

6.3.1 Curriculum Development

Curriculum development is done effectively by members of UG and PG boards of studies. An effective tutorial system also prevails in the College.

6.3.2 Teaching and Learning

Since the introduction of CBCSS a visible change has been noticed in the teaching methodology practiced in the class rooms. The conventional “chalk and talk” method is gradually being replaced by innovative teaching techniques. This shift is evident especially in science disciplines where the students’ strength is comfortable. Five class rooms were equipped with LCD projectors, computers and smart interactive boards (Promethean)

The teacher facilitates the execution of assignments and students’ seminar and ensures that the student makes larger use of library and internet resources. Project work which provides access to gain knowledge and skill for data collection, presentation, analysis and interpretation is compulsory for all PG and UG programmes. This provides ample space for student teacher interaction in the form of discussions on research methodology, investigative tools, analytical approaches and interpretation strategies.

6.3.3 Examination and Evaluation

Being an affiliated college under University of Calicut, there is little scope for exam reforms to be initiated at the College level. However, evaluation scheme of the internals seminars and assignments have been systematised by introducing assessment scales. The topics for the seminars and assignments in each course has also been chosen based on their relevance, applicability to the reality and contemporariness and in certain cases going beyond the conventional and narrow boundaries of the syllabus.

6.3.4 Research and Development

Institution adopts various strategies like guiding the faculty to get major and minor research projects, granting leave for doing research etc. Many of our faculty members have either completed PhD research work or been doing research.

Sl. No.	Name	Topic of Research	University
1.	T.M. Vinarsha- Commerce Department	Human Resources Management Practices in Private Health Care Industry in Kerala	Mahatma Gandhi University
2.	Akhila M.K- Commerce Department	Management Practices of Women entrepreneurs in Kerala	Mahatma Gandhi University
3.	Jeothilakshmi S.K- Commerce Department	The Primary Co- Operative Agricultural and Rural Development Banks in Kerala- An Evaluative study	Mahatma Gandhi University
4.	Sindhu Krishnadas T Economics Department	Economics of Unaided Schools in Kerala	Calicut University
5	J. Maya Devi English Department	Long Journeys for Inheritance : Politics of the Homeland in the select Novels of Rohinton Mistry, Amitav Ghosh and Kiran Desai	St. Josephs College, Devagiri ; Approved Research Centre of Calicut University
6	Libeesh Kumar. K.B. Mathematics Department	A study on Magic labeling – graph theory	Calicut University
7	Deepesh Karimpunkara Malayalam Department	Patriarchal images of Malayalam Poetry	Kannur University
8	N.Anusmitha Malayalam Department	Influence of Television serials on Kerala women in the light of family	Madras University

		relationship- A Critical Study	
9	V.R.Sudheesh Malayalam Department	Kerala Samskarathinte pratinidhanam Malayala Chalachitra Ganangalil	Calicut University
10	M.K. Bindhu Malayalam Department	Expatriation in Mukundan's Novels	Calicut University
11	Jaseena TP Arabic Department	Critical study of works of Fadua Tuqan	Calicut University
12	Principal investigator Dr Abilash E S	UGC major research Project entitled Bio diversity mapping of Sholayar Reserve forest, Southern Western Ghats of India	
13	Principal investigator Sheela PK Department of Physics	UGC minor research Project entitled 'Wide band gap Cu thin film through SILAR Technique: Optimisation of deposition technique'.	

6.3.5 Library, ICT and physical infrastructure / instrumentation

Well equipped library functioning in the college to cater to the needs of students and teachers. In addition to this, Departments like Botany, Physics, Maths, Chemistry and Zoology have departmental libraries.

No. Of books purchased during the period : 456

Value of book purchased : Rs 167647

Total books during the period : 26984

6.3.6 Human Resource Management

Teachers are given adequate training through orientation and refresher programmes organised at University level. Non teaching staff members are also given periodic training. Management is very particular in giving promotion to the staff based on the review of their efficiency and commitment.

6.3.7 Faculty and Staff recruitment

Members of the faculty are selected strictly following the guidelines laid down by the government, the University and the UGC from time to time. The vacancies are notified prominently in regional and national dailies. A board of experts in the discipline concerned interviews and makes the selection.

6.3.8 Industry Interaction / Collaboration

Departments like Botany, Physics and Commerce have limited industry interaction and collaboration.

6.3.9 Admission of Students

Admission is purely based on merit. 20% of the seats are reserved for SC/ST candidates, 20% for the Community. The management reserves the right to select 20% of the students on merit basis from the candidates applied for admission under the management quota. The rank list prepared on the basis of marks secured in the qualifying examination with weightage for the scores in the subject concerned and other admissible criteria is displayed in the college notice board on the date prescribed by the University. Absolute accuracy is ensured in tabulation using software developed for the purpose.

6.4 Welfare schemes for

Teaching	Co-operative society with subsidised price Subsidised food at canteen
Non teaching	Co-operative society with subsidised price Subsidised food at canteen
Students	Subsidised food at canteen Students Co-operative society Free internet access, gymnasium, poor student aid fund, cash prize for meritorious students

6.5 Total corpus fund generated (in lakhs)

6.6 Whether annual financial audit has been done Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	University	Yes	Management committee
Administrative	Yes	Directorate of Collegiate education	Yes	Management committee

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

For UG Programmes Yes No

For PG Programmes

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

- Workshops and seminars are conducted periodically by the university to bring about examination reforms.

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

The university has been chalking out plans to conduct odd semester exams at the college level.

6.11 Activities and support from the Alumni Association

Active and creative support and help from alumni association. The hold alumni meetings organize seminars and distribute cash prizes for economically backward and academically forward students.

6.12 Activities and support from the Parent – Teacher Association

- Active support by PTA by way of financial assistance in conducting programmes in the campus
- Liberal contribution to PTA fund by parents at the time of admission The college collected about 7.5 lakhs in the academic period
- Active participation and suggestions in the academic matters of students and played a active roles in the settlement of students

6.13 Development programmes for support staff

Sree N

- Free computer training for non teaching staffs in the evening and holidays
- Training for E-Governance

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

Youth Green Community and Bhoomitrasena-- Clubs for nature and natural resource management and conservation are functioning in the college. About 100 students were enrolled in the last year. One of the faculty members is in charge of the clubs. Movements like plastic free campus, planting seedlings, arranging seminars and workshops were organised. Besides, The Nature Club, NCC and NSS also conducted many programmes to make the campus eco friendly.

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.

- Documentary making by students and “Patheyam” or distribution of food packets to the hungry poor
- Smart Class rooms for Botany, Physics, Maths and Commerce departments
- Computerisation of student attendance.

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

The Action Plan envisaged at the beginning of the academic year was fully realized towards the end of the year 2013-2014

- Students successfully participated in pain and palliative care activities.
- Provided sufficient number of lights and fans in classrooms.
- Improved the broad band internet facility.
- Added more books to the library.
- Distributed food packets to the poor people.
- Added more computers to the computer lab.
- Special training for sports hostel students with the help of a coach appointed

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

1. Community outreach programmes like Blood donation, Pain and Palliative care and “Padheyam”(food packet distribution)
2. Documentary film making on socially and historically significant themes.

7.4 Contribution to environmental awareness / protection

- The Malayalam department of the college has taken remarkable effort to bring environmental issues into the notice of student community. The department has taken initiative to exhibit the famous documentary ‘Plachimada’ which clearly describes the four and half year old strike carried out by the people of Plachimada, a village in Palakkad district against the corporate giant CocaCola. The significance of preserving the ground water resources for the present and future generation could not be imparted in a better way.
- The students of the college has also staged a drama ‘Vellaramthandine Kananilla’ which throws light on changing lifestyles of Keralites and its consequences.
- Awareness programs for nature conservation and protection of our nature and natural resources were organised by the nature club,

7.5 Whether environmental audit was conducted? Yes No

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

The following are the results of Strength, Weakness, Opportunities and Threats (SWOT) analysis of the College

1. Strength

- Highly motivated, dedicated and committed professional staff
- Well supportive alumni
- Excellent geographical location
- Student centered and focussed education system
- Well maintained sports and health club
- Smart class rooms
- Computerised attendance uploading system
- students Monitoring mechanism
- Environmental conservation activities
- Extension and outreach programs
- Scholar support programs
- Well functioning NSS, NCC clubs and committees

2. Weakness

- Shortage of funds
- Library facilities are not adequate
- Aging technology and equipments
- Lack of storage places

3. Opportunities

- Summer classes
- Improve technologies
- Communication between nearby colleges
- New PG block

4. Threats

- Lack of resources for the most needy students
- Fall in number of students joining college
- Competition from self financing colleges in the locality.

8. Plans of institution for next year

- Apply for new UG and PG Programs
- Construction of New class rooms
- Developing infrastructure of the main building
- Motivating faculties for teaching and research activities
- Conduct orientation programs for newly admitted students.
- Complete the automation work at college library
- Increase the number of clubs and committees
- Orienting students as social beings by organizing Social Outreach Programmes
- Increase the toilet facilities for girl students
- Encourage sports students to achieve more heights
- Avail maximum fund from UGC for Research and infrastructure development

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Signature of the Chairperson, IQAC

_____*_*_*_____

Annexure I

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme

- CPE - College with Potential for Excellence
 DPE - Department with Potential for Excellence
 GATE - Graduate Aptitude Test
 NET - National Eligibility Test
 PEI - Physical Education Institution
 SAP - Special Assistance Programme
 SF - Self Financing
 SLET - State Level Eligibility Test
 TEI - Teacher Education Institution
 UPE - University with Potential Excellence
 UPSC - Union Public Service Commission

Annexure-2

Academic Calendar for the Academic Year 2013-14

Though the institution follows the semester system the academic calendar is scheduled as 3 terms following the Calicut university regulations.

First term from June 2013-September 2013

03-06-2013 FN (Monday)	Re-opening of college after summer vacation
12-09-2013 (Thursday)	College closes for Onam holidays

Number of working days in the first term-- 70 days (20 days in June,23 in July, 17 in August and 10 in September)

Second term (from September 2013- December 2013)

23-09-2013FN (Monday)	College re-opens after Onam holidays
20-12-2013AN (Friday)	College closes for Christmas holidays

Number of working days in the second term – 61 days (6days in September, 20 in October, 20 in November and 15 in December)

Third Term (from December 2013 to March 2014)

31-01-2014 (Tuesday)	College re-opens after Christmas holidays
20-12-2013AN (Thursday)	Closing of College for summer vacation

Number of working days in the third term – 61 days (22 in January, 20 in February, and 19 in March)

Total number of working days during the academic year 2013-14: 192 days.

Internal examinations, model examinations, seminar presentations, assignment submissions, viva-voce, attendance uploading, internal marks publication and the uploading of final internal assessment grades are scheduled and done as per the directives given by the University of Calicut (the affiliating university) periodically. The college strictly follows the guidelines and directives given by the university. Final results are published by the university after the university examinations.

Annexure 3

Questionnaire for evaluating teachers

IQAR
Questionnaire No 1
Sree Narayana Guru College Chelannur
Student Feedback on Teachers

Department:

Semester/year...../.....

Please rate the teachers on the following attributes using the 10 point scale shown

10	9	8	7	6	5	4	3	2	1	0	
Very Good		Good		Satisfactory		Below threshold					

Name of the Teacher:

Attributes	0-5.5	5.5-7.0	7.0-8.5	8.5-10.00
1. Knowledge base of the teacher (as perceived by you)				
2. Communication Skills (in terms of articulation and comprehensibility)				
3. Sincerty/ Commitment of the teacher				
4. Interest generated by the teacher				
5. Ability to integrate course material with environment/ other issues to provide a broader perspective				
6. ability to integrate content with other courses				
7. Accessibility of the teacher in and out of the class (includes availability of the teacher to motivate further study and discussion outside class)				
8. Ability to design quizzes/ tests/ assignments/ examinations and projects to evaluates students understanding of the course				
9. Provision of sufficient time for feedback				
10. Overall rating				

Report of Students feedback

In the current academic year the IQAC distribute four types of feedback forms to students in the college at the end of the academic year. The questionnaire was prepared using 10 point rating scale as per the guidelines of the NAAC. The questionnaire types were as follows:

1. Student Feedback on teachers
2. Feedback on course/ Programme
3. Feedback on library
4. Students feedback on institution

In each category 200 feedbacks were collected from students. The results are as follows:

1. The general opinion about the teachers is very good.
2. All teachers are sincere and committed to the profession.
3. The teachers are available to motivate and counsel the students whenever they feel the need.
4. Majority of students are satisfied with the course content offered to them
5. Though much work has been done to improve the library facility, the students are not satisfied with the availability of journals, distribution system, technology etc.
6. The general opinion about the college is good. But the students look forward to a new college building, PG block, Library building and more toilets.

Best Practice I

Title: Documentary making- on various kinds of academic and non academic matters

Goal: The main aim of this practice is to create interest in students to take up matters in a different perspective and provide guidance to the upcoming generation by leaving their footprints in a memorable way.

The context: The elective of the BA Malayalam program is Film studies. The students will not be in a position to understand the technicalities of film making unless they try their hands on it. So the department motivates and inspires the students for making short films and documentaries.

Practice : The students of Malayalam department in association with the Film club of the college prepares documentaries and short films from time to time. They have taken care to take very different themes for their documentaries. The various documentaries filmed by the students include:

- 1 PERUMAYUDE PERUVANAM – A film based on the famous Peruvanam temple in Thrissur, Kerala. (Made by the final year degree students as a part of their project work, in march 2011)
- 2 KATHA PARAYUM THEERANGAL – A film based on the life of fishermen in Puthiyappa , Kozhikkode, Kerala .(Made by the final year degree students as part of their project work in March 2011)
- 3 KAPPADINTE KATHA – A film based on a journey to the historical beach , Kappad, near Kozhikkode, Kerala, where Vasco-da-Gama had first landed (Made by the degree second year students in October, 2012)
- 4 SUBHADRA DHANANJAYAM – A film based on the Classical art form Koodiyaattam -Subhadra Dhananjayam (Made by Dr.Deepesh Karimpunakara Asst.Professor in Malayalam Department in Feb 2012)
- 5 SPANDANAM – A 40 minute documentary made by the first year degree student, K. Vaishakh in 2011. The positive feedback on the documentary which upholds the view points of the students of contemporary Kerala has been very encouraging to the other students as well.

6 KERALA PATANAM

A 20 minute documentary based on Kerala Patanam (Kerala Studies)
- A part of first B.A Malayalam curriculum has been created. The documentary consists of slides regarding Myths, Development, Origin and archives of the Kerala State. It was made by the first year student Vysakh as a part of academic studies in 2011

7 HIMALAYA – A documentary based on the natural beauty and culture of Himalaya mountain ranges. (Made by the final year student Vysakh as a part of academic study in November 2013)

The department has also made a film **VIGATHA KUMARAN** – A remake of the first Malayalam movie Vigatha Kumaran directed by the father of Malayalam feature film, JC Danial. (The first Malayalam movie Vigatha Kumaran is not seen by anyone who is presently alive as the negative of the movie was destroyed years back. So the final year degree student Vysakh remade the movie and it was exhibited as a combination of drama and movie. It starts with the drama which shows the incidents in Capitol theatre, Trivandrum where the original movie was first exhibited.)

Evidence of Success

The documentaries filmed by the students were exhibited at many colleges in the locality in order to inspire their students to take up such ventures. These documentaries which are shelved in the library also motivate the first year students to take up the passion of film making with serious and relevant themes. The film made by one of our students, which was an attempt to remake the first Malayalam movie **Vigathakumaran** received lots of appreciation and also an opportunity to exhibit it before an invited audience in Calicut city.

Problems encountered and resource required

The students as well as the supporting teachers were encountered with few problems in this new endeavor. Many of the documentaries were filmed with the help of the mobile cameras of students which has only limited options. As majority of students of this college comes from a low social and economic background they cannot afford to buy good video cameras suitable for filming. Along with this the students also lack technical guidance, which the college tries to provide with the active involvement of film club.

Best Practice II

1. Title: Saving Life through Blood Donation

2. Goal: The aim of education is not only to achieve academic excellence but also to accomplish one's responsibility towards society. In today's self-centred and materialistic world, it is very difficult to cultivate the culture of compassion and consideration to others. It is the duty of the college to inculcate the concept of social responsibility in the minds and hearts of students. The students should realize that learning becomes meaningful only when it provides service to society.

1. **The Context:** Emergency surgeries require blood, which is to be collected from donors. Getting blood of the matching blood groups and in the required quantity is possible primarily because of blood banks. Awareness campaigns have resulted in the success of blood donation camps.

Young students who are in good health are the best donors of blood. Realizing this, the College Union in association with NSS and NCC units functioning in the college, have taken up the divine mission of organizing blood group detection and blood donation campaigns.

2. **The Practice:** Every year, a Blood Group detection Camp is arranged in the campus. Moreover, the students of the college also donate blood to nearby hospitals as and when required. On an average, around 100 students donate blood at least once every year. In the college, blood donation camps are conducted with the help of a medical team and the mobile Blood Bank of the Medical College Hospital, Kozhikode. A doctor checks the health of each student who volunteers to donate blood. At this time the doctor also suggests ways to improve the health of the weaker students. Blood

collected from the students in a sterile environment. The blood is then taken to the blood bank of the hospital to be stored there.

Table showing the number of blood units donated in each year

Year	No of blood units donated		
	Calicut Medical College	Nearby hospitals	Total
2009	15	20	35
2010	21	30	51
2011	22	35	57
2012	32	48	90
2013	40	59	99
2014	41	68	109

3. **Evidence of success:** The efforts of the College Union, NSS and NCC units of the College to organize blood donation campaigns have been highly appreciated. The blood donation drive enables the students to make use of the opportunity to save precious lives and to realize the importance of the invaluable service they can render to society.
4. **Problems encountered and Resources required:** Most of our students come from a rural background, and are either underweight or find it difficult to get permission from their parents to donate blood. The students need to be better motivated and informed about the importance and ease of blood donation to remove the barriers of fear and ignorance. Perhaps, more awareness programmes need to be conducted.

Best practice-III

Title: Padheyam-A step of Benevolence

Goal : The main aim of this program is to provide a onetime meal to beggars and poor people in Calicut city by the involvement of students of the college.

The context : The NSS units of the college, as a change to the routine activities of social service, entered into this kind of a charity program. The students of the college though comes from socially and economically backward families doesn't know the problems faced by people around them. The parenting in Kerala is in such a way. So this program gave them an opportunity to realise the hard realities of life.

Practice : The NSS unit started this innovative program titled **Padheyam** on the World Food Day. This idea was contributed by one of the faculties of Malayalm Department Mrs Anusmitha, who is also one of the NSS program officers. The NSS volunteers prepares food and makes around 150 lunch boxes. Each volunteer prepares around 10 lunch boxes. The volunteers brings all the food packets to the college and then moves to the Calicut City to identify the needy people . The volunteers distributes these food packets among poor people. This include the beggars and sick people who can't even afford one time lunch. This is a weekly program and the NSS volunteers distributes the lunch twice every week. The NSS units decided to continue this program for coming years.

Evidence of Success

Like any other social activity the success of such a benevolent act like providing food, cannot be measured and quantified. The satisfaction and gratitude in the weak eyes of the beneficiaries is the only reward to our hardworking students and supporting teachers. The leading news papers in the regional language has given enough publicity to this initiative of students.

Problems encountered and resource required

The problem encountered in this program is the loss of study hours to the volunteers which they are ready to compromise and compensate. The majority of students even though belongs to economically backward families, doesn't consider it as a burden to share the food with the poor and the needy. If more financial resources are available the students can expand this program to more number of people.