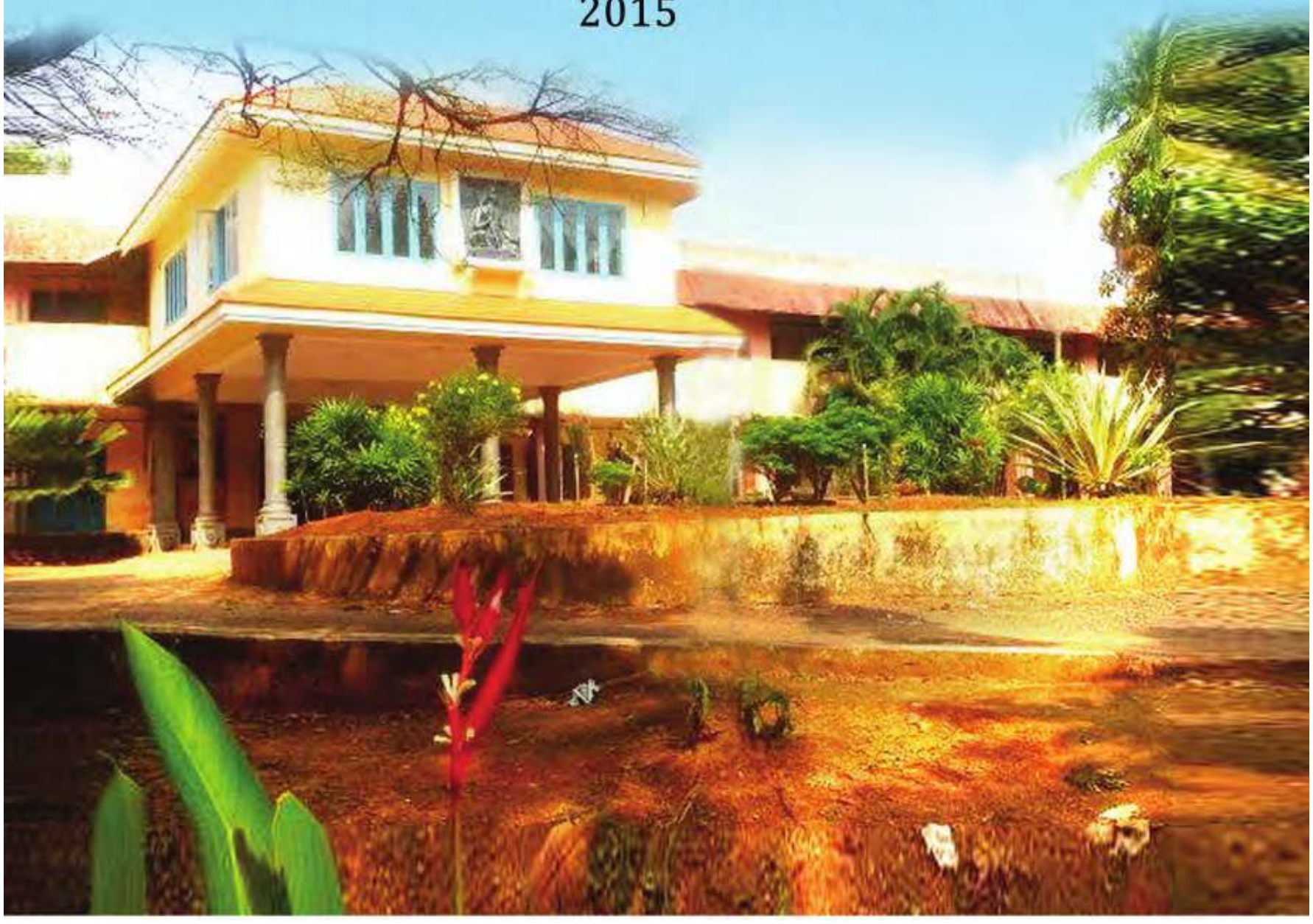


SREE SANKARA VIDYAPEETOM COLLEGE

VALAYANCHIRANGARA (PO), PERUMBAVOOR
KERALA - 683556
(Affiliated to Mahatma Gandhi University, Kottayam)



**SELF STUDY REPORT - SECOND CYCLE
2015**



SREE SANKARA VIDYAPEETOM COLLEGE

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SELF STUDY REPORT – 2015

SUBMITTED TO

**NATIONAL ASSESSMENT AND ACCREDITATION
COUNCIL, BANGALORE**

Preface

I am really happy to present the Self-Study Report, for the 2nd Cycle of Accreditation, of S.S.V. College. We have tried to make this report a fair and comprehensive expression of our efforts at sustaining and enhancing quality in everything connected to our Institution. Our report seeks to portray an exhaustive image of the overall activities of the institution in accordance with our Vision and mission.

SSV College was founded in 1967 in order to cope with the increasing demand for higher education among the economically and academically disadvantaged local populace of an underprivileged territory in Ernakulum District. Our Institution started as a junior college with 2 batches of Pre degree students, and has now grown to become a first grade college with 10 UG and 6 PG programmes.

In spite of being located in a backward rural area, through the hard work and sincere efforts of all associated with it, the college has succeeded in occupying an important place in the educational map of the district of Ernakulum and has made a substantial contribution to the inclusive growth of the local community through socio-economic change and sustainable development.

In the exhaustive process of writing this report, we the staff, management and the students were ably supported by all our external stakeholders. Their dedicated support over the years has enabled the college to scale greater heights of quality initiatives, which are portrayed in this report. The support of one and all is gratefully acknowledged.

We now keenly look forward to the NAAC Peer Team's visit to our college and its successful completion.

Thank you

Valayanchirangara

08-06-2015

R. Krishnakumar

Principal

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EXECUTIVE SUMMARY

S.S.V. College, established in 1967 is named after Sree Sankaracharya, the great seer. It is located in Irapuram, a remote, tranquil village about 15 kilometers from the birthplace of Adi Sankara, and this proximity lends itself to a spiritual bearing over the very concept of this institution. The 18 acres of college campus and the serene surroundings also provide a wonderful learning ambience.

The College is managed by The Sree Sankara Trust, formed in 1965, for promoting higher education in accordance with the ideals propagated by the great saint Adi Sankara. The Trust is owned and managed by Nambuthiris, the traditional Brahmins of Kerala, known as Keraladwijas in Sanskrit. The Nambuthiris, in addition to their Vedic preoccupations, were traditional scholars and teachers. Nambuthiri houses in the villages of Kerala were great centres of learning where knowledge in disciplines such as Ayurveda, Astrology, Architecture, Ethics and Mathematics were passed on to students under the “gurukula” system. Even today, reliable books on these subjects are mostly the works of Nambuthiris from those times. It is this tradition of learning and education that the founders followed in the creation of a trust to promote higher education in the name of Adi Sankara, a Nambuthiri and a great teacher.

The founders of the trust headed by Sri. P.N Nambuthiri were all grass root level social workers and keen to select underdeveloped and educationally backward rural areas to launch their institutions. In addition to SSV College, two other colleges managed by the trust are also located in isolated rural areas of Kerala. This is part of the commitment and guiding principles of the trust to further the cause of rural development by bringing education to such remote locations that would benefit from it.

We realize and accept the fact that this whole process of Assessment and Accreditation to NAAC is an effort to find out how far our College has succeeded in providing quality education by effectively using our environment and infra-structural facilities. Right from the beginning we recognized this as a highly meaningful exercise, which should lead us to look back on the hopes and aspirations of our founders. It has actually led us into understanding where we stand with reference to our aims and objectives. In the context of the growing public consciousness that all public funded activities should be made accountable, we have come forward for this process of assessment and accreditation and through this in fact, we are involving ourselves in a constructive discourse aimed at overall improvement.

CURRICULAR ASPECTS

The College is an affiliated private institution managed by the Sree Sankara Trust and aided by the Government and affiliated to Mahatma Gandhi University, Kottayam, Kerala. We have a stated “Vision and Mission” which is communicated to all stakeholders, internal and external. Being an affiliated College, our curriculum is designed by the Board of Studies of the Mahatma Gandhi University, Kottayam. We have a very effective system for the implementation of the Curriculum designed by the University which include the preparation of the Academic Calendar, department wise and a general time table, allotment of work load, preparation of teaching plans etc. The faculty receive a lot of support from the College and the University for this process. The College arranges all infrastructural facilities like state of the

art class rooms, good library, well equipped laboratories etc. for effective curriculum delivery and transaction. The College networks and interacts with the University and industries for the operationalisation of the curriculum. Our teachers have contributed immensely to the development of the curriculum by way of being members of different bodies and also by expressing our views received by way of feedbacks from different stakeholders. In many ways the College ensures that the stated objectives are achieved such as continuous comprehensive evaluation and other modes of assessment like Assignments, Posters, Power Point presentations, Seminars, Projects, etc., by the students.

Being an affiliated College, we have restraints as far as academic flexibility is concerned. Our College runs Certificate course, Diploma course and Advanced Diploma courses in three subjects viz. Actuarial science, E-marketing and Information Technology as Add On Courses. Core and Elective options are provided by the University for all courses both at the UG and PG level. Elective options are provided to all disciplines during the 5th and 6th semesters for UG Courses and during the 3rd and 4th Semesters for PG Courses in some programmes. The institution follows the Choice Based Credit and Semester System offered by the University. The students in various disciplines can choose one Open Course out of nine courses offered by the institution during the 5th Semester at the UG level.

We conduct four PG courses and a UG course in the self financing sector for which process of admissions are slightly different. The Curriculum, teacher qualification, fee structure etc. are the same as in aided streams which is fixed by the University. Additional skill oriented programmes are provided in the form of add on courses and we have three of them. Apart from these courses, the Centre for Continuing Education, Government of Kerala, has sanctioned a Diploma Course in Computer Applications to our College, and this course is considered for appointments through Kerala PSC. The department of English is conducting a certificate course in Communicative English and the Department of Hindi is conducting a certificate course in Communicative Hindi.

Coaching for NET/SET/SLET, PSC and programmes aimed at improving the potential for employability of students are conducted regularly in the College.

We have facilities for a range of sports and games, cultural activities, activities of a number of clubs and forums, NSS activities etc. which help to supplement the University's Curriculum to ensure that the academic programmes and Institution's goal and objectives are integrated. The Women's Forum of our College conducts programmes on value education regularly.

The efforts made by the institution to enrich and organize the curriculum to enhance the experiences of the students are centred around a Career Guidance and placement Cell which is functioning in the College under the guidance of placement officers. The Cell provides students with the resources and skills necessary to pursue their career goals by arranging classes, industrial training etc.

The cross cutting issues such as Gender, Climate Change, Environmental Education, Human Rights, ICT etc., are integrated into the curriculum of almost all programmes. Apart from these, these issues are handled by different clubs and forums such as the Nature club, Women's forum, Science forum, etc. Moral and ethical values are propagated through the curriculum and functions of many organizations functioning in the College like Sree Sankara Cultural Study Center, Nature club, Women's Forum, N.S.S etc.

The activities of the Career Guidance and Placement Cell functioning in the College seek to help the students for finding better career opportunities. The spirit of Community orientation is incorporated in the minds of the students by way of the outreach or extension programmes conducted by the College under the auspices of NSS and other departments.

Formal and informal feedback is collected from students, parents, alumni and other stakeholders on the effectiveness of the curriculum. The feedback thus collected is taken into consideration in making suggestions to the University Board of Studies who design the curricula. 3 PG programmes and one UG programme were started during the last 4 years. In addition to that 3 Add on courses were also started.

The College has tried its level best to overcome the constraints of affiliation to the University in designing the Curriculum. The members of the Board of Studies, which frames the curriculum, is selected by the authorities of the University. Our faculty is ever willing to extend their services to the University whenever asked for. Still, the College collects feedbacks from all stakeholders, internal and external, on curriculum. The Department analyses the feedbacks and send their suggestions to the University Board of Studies. This shows their commitment towards the improvement of the Curriculum.

TEACHING-LEARNING AND EVALUATION

Centralized Allotment Process is followed for admission in colleges affiliated to M G University for the UG courses and PG courses from 2010-2011 onwards. To ensure transparency and lucidity of the admission process, the College constitutes an admission committee which monitors the entire admission process. As our College is in a rural area, we provide a help desk for candidates who are not conversant enough for applying online. This desk also provides information about the formalities of admissions. The publicity for the courses are done by publishing a prospectus, advertising in the local media, putting on the College website etc. The admission to all Undergraduate and Postgraduate Programmes including the reservation of seats of the college is governed by Mahatma Gandhi University and Government Regulations and is purely on merit. Applications for new courses are in the consideration of the University and the State Government.

The admission process and the student profile are reviewed comprehensively by the Admission Committee and the Management is informed. The admission policies are formulated by the University and the State Government and amended from time to time. We strictly adhere to these regulations in everything connected with the admissions including reservations. In fact, SC/ST and other educationally and economically weaker sections constitute 68% of our students in which 18 % are SC/ST, 20 % OBC etc. 60% of the total students are women.

Three percentage of the seats are reserved for candidates who are differently abled for all Programmes. The special facilities for differently abled include ramps, wheel chair etc. An aptitude test is conducted after admission through which the students knowledge and skills for a particular programme is assessed before the commencement of the programme. Each department arranges remedial teaching for the needy students on the basis of this. Their parents are called to the department and advised on the ways and means of bettering their standard.

The issues pertaining to gender are handled by the Women's Forum, which is very active in the College. The Forum aims at overall development of the girl students of the College and of its other women members as well. The environmental issues are handled by a dynamic Nature Club called "Bhoomika". Bhoomika teaches the students that environmental education is a lifelong process that encourages exploring, raising questions, investigating issues and seeking solutions to environmental and social problems. This way the College sensitizes its staff and students on issues such as gender, inclusion, environment through the activities of organisations such as stated above.

Advanced learners are identified early and efforts are made to give them opportunities to improve further through additional assignments and projects. Various scholarships and endowment prizes are instituted for the students reaching the top in every discipline. A programme called “Scholar Support Programme” is conducted in the college to support slow learners. A programme called “Walk with Scholar” is conducted for advanced learners. We have a very efficient Tutorial system which helps to identify students at the risk of drop out. Our faculty visit the houses of such students to know their socio-economic background and offer economic or other help in the form of counselling etc.

All major activities of the College, academic and other, like examination dates, dates of assignment etc. are planned and included in the Academic Calendar prepared at the beginning of the year. The other activities of planning and organisation of the teaching, learning and evaluation schedules of our College include Teaching plan, Academic Audit etc. IQAC of the College contribute immensely to improve teaching-learning process by supervising the preparation of year plan, College Handbook, Academic calendar and the timely conduct of activities recorded in it. It gives support and guidance to Departments in the conduct of seminars and other academic activities and conducts SWOC analysis of the College regularly.

We are in the process of shifting our teaching learning process to student-centric from being Teacher-centric. 7 of our class rooms are fitted with the latest equipment of inter-active projector having high speed internet connection. Moreover students are wheedled to use the Library which has a copious collection of about 25,000 volumes, subscription to INFLIBNET, internet browsing facility for students, multimedia resources and a digital library.

Seminars, Invited Talks, Workshops, Projects beyond syllabus, activities of the various clubs and forums etc. are the institution’s methods to nurture critical thinking, creativity and scientific temper among the students to transform them into life-long learners and innovators. Desk tops, lap tops, interactive projectors and boards, educational data from the NPTEL, open educational resources, high speed internet connectivity, subscription, to INFLIBNET, language lab etc are the technologies and facilities available and used by the faculty for effective teaching. Departments organize student seminars, guest lectures, UGC sponsored seminars to expose students to advanced level of knowledge, skill and research in the respective disciplines.

The Student Counselling Centre, functioning in the campus, provides psycho-social support and guidance services to assist students from all cultural backgrounds to accomplish their academic, career, and personal developmental goals. The faculty uses various innovative approaches to enhance the teaching-learning process such as use of Open Educational Resources (OERs), tutorial sessions, discussions and debates, presentations and projects etc.

The library has an extensive collection which includes all types of books and many journals. INFLIBNET facilities available in the library and departments enable the students and staff access to about 3000 e-journals and e-books free of cost. The Institution doesn’t face any challenges in completing the curriculum within the planned time frame and calendar as we have received an order from the High Court banning student politics and strikes and hence no classes are disrupted.

Teachers are recruited according to UGC, State Government and the University norms. Our faculty attends refresher and orientation courses and other faculty improvement programmes conducted by Universities all over India. Many Faculty Training programmes are organized by the institution to empower and enable the use of various tools and technology for improved teaching-learning and evaluation. Our faculty has participated in 314 National seminars, 21 International seminars and presented papers in 61 national and 21 international seminars. All possible help is like granting leave to teachers to recharge their skills. Evaluation of teachers by the students is done every year and the confidential reports are

shared with teachers. In addition to this, our College conducts Micro-teaching in which evaluation by Peers as well as self-evaluation is conducted.

Orientation programmes are arranged at the College level for the faculty whenever a revision of syllabus is made and a change in evaluation methodology is made by the University. The students are briefed about evaluation by the teachers and the information is provided in the handbook and the College website. Choice Based Credit and Semester System was introduced by the Mahatma Gandhi University for undergraduate programmes from 2009-2010 onwards which contain major evaluation reforms and its implementation is ensured by the College.

The College ensure the attainment of its Graduate attributes through a host of activities. In fact every activity, curricular, co-curricular or extra-curricular, is aimed at the acquisition of these attributes. The University syllabus explicitly states the Learning Outcomes of some of the courses and the college follows these. For other courses, College has clearly stated learning outcomes. Overall results of all the programmes are excellent considering the standard of intake of students. Many of our courses such as B. Sc. Computer Science, Vocational English etc. are socially relevant as well as job oriented. To increase the employability of the programmes, many activities like coaching for NET/Bank Test etc are arranged by our Placement Cell.

RESEARCH, CONSULTANCY AND EXTENSION

Research projects are undertaken by Sree Sankara Cultural Study Centre which is functioning in the College for propagating ideals and teachings of the great sage. A research committee is formed with Principal as Chairman to monitor the research activities of the College. All possible help like autonomy, timely availability and release of resources, adequate infrastructure, reduced teaching load etc. are provided to teachers who conduct research. Workshops and classes on research methodology are arranged for UG and PG students. The students are encouraged to contribute research articles in the Department journals published every year by all Departments. Eminent personalities in the field of science, literature and social science are invited for delivering talks in regional and national seminars organized by the institution. 19 teachers of different departments are engaged in part time research for PhD and 14 members of our faculty are engaged in minor projects. 46 papers were published in National and 11 in international journals. 67 papers in national and 11 papers in international seminars were presented by our faculty. 314 national and 21 international seminars were attended by our faculty in the last 4 years.

Our College has an arrangement in which all Departments pool money to make a common fund to which the Management also contribute a certain amount. The seed money is provided out of this fund. The registration fee for the National and international seminars are also paid from this fund. The student research projects are supported from the same fund mentioned above. Infrastructural facilities of the College are always available to students for their research projects. All possible help and facilities are provided to researchers by way of activities of the Research Coordination Committee, Central and Department Libraries, Research Development Centre, power backup etc.

The College intends to start research centres in at least 2 departments viz. Chemistry and Hindi. We have started work on a building in which we intend to house our post graduate departments and their research centres. More and more national and international seminars are planned, even without grant from funding agencies, by finding sponsors. We intend to subscribe to more journals which are related to subjects taught in our College.

Many surveys are conducted by the Department of Economics on various topics like

the socio-economic conditions of BPL families in the nearby Panchayath of Kuvappadi, socio-economic conditions of migrant workers in Perumbavoor, study on the performance of Kudumbasree, which is one of the largest women-empowering projects in the country. The Placement and Career Guidance Cell of the college plays an important role in the institute industry interface. Under this activity college invites eminent speakers from Industry to talk to students and faculties to share knowledge about new trends in the industry. Consultancy services are offered by many departments mostly free of cost. Many major extension activities are conducted by different departments and other organizations of the College. These activities develop positive attitude in students to encounter the challenges of life. These activities groom their leadership skills and team spirit and increase their responsibility towards less privileged sections of society.

The Institution has different mechanisms for tracking the student's involvement in various social activities like outreach programmes, NSS etc. During the beginning of every academic year, the respective tutors explain the advantages the students get out of joining these organisations. Many social surveys are conducted by different departments on socio-economic issues. These extension activities provide members of the community such assistance that is within the capabilities of SSV College in order to meet their physical, psychological and spiritual need and instill in the student, faculty, staff and parents a deeper sense of service. The staff and students get involved in all sorts of activities of the community around them so that it is easy for them to obtain the involvement of the community in all their activities. The College has forged constructive relationships with many institutions of the locality for working on various outreach and extension activities like KELSA, VNKP Memorial public library, Medical College Kolenchery etc. to name a few. We have inter-library loan facility with 2 college libraries viz. V.T.B. College library, Sreekrishnapuram and SSV College, Nagaroor and V.N. Kesavappilla Smaraka Vayanasala, a public library at Valayanchirangara. A number of MoU are signed with establishments like Rubber Park, KINFRA etc.

INFRASTRUCTURE AND LEARNING RESOURCES

Infrastructure development and maintenance is the concern of the Management, which is a Charitable Trust, having a bye law and they have their own procedure for conducting it. We plan and figure out our infrastructural needs well in advance and inform the Management about it and they does everything they can to realise it. The College had received Grants from the UGC for construction of buildings, but when help is not available our Management is always ready to act.

We have 39 well-appointed class rooms with fans and good black/green boards out of which 7 are having interactive projector/boards. We have an air-conditioned seminar hall with a seating capacity of 150, a mini conference room and an auditorium. All these 3 halls have state-of –the-art audio-visual facilities. The college is maintaining five well equipped science laboratories three computer labs and a language lab. A Network Resource Centre is functioning in the College, established with the Grant from UGC which can be used by the students for accessing the internet free of cost. The Departments are fully networked and has high speed internet connectivity (10 MBPS) using dedicated leased line from BSNL. We have 3 laptops and 2 LCD projectors which are shared between departments. The library has reprographic facility as well as facility to print downloaded study materials. The college has 2 main 20 KVA diesel power generators for power back up. Two small generators are also kept as backup.

The excellent facilities, for sports and games available in the campus include a large

enough play ground to accommodate a 200 meters athletic track which is also used for playing Cricket and Football and facilities to play Volleyball, Kabaddi, Ball badminton , Shuttle badminton, Table tennis board for girls and chess and a very modern Gymnasium. We have infrastructural facilities for NSS, health centre, yoga centre etc. Our Management is always measured to make sure that the available infrastructure is in line with its academic growth. Similarly, we make it a point to ensure the optimum utilisation of our infrastructural facilities by making use of these for multiple uses. Many new facilities were added in the post accreditation period like ladies' hostel, a new building with an area of 10,000 square feet etc.

A fully furnished air-conditioned room is provided as the office of IQAC. Separate rooms are provided for Grievance Redressal cell, Women's cell, Counselling and career guidance, Placement cell etc. Our canteen is in a separate building inside the campus. It was recently refashioned with new tables and chairs and tile work etc. Other facilities include student's centre for boys, a common room for girls to relax with recreational facilities etc.

There is an advisory committee to decide on matters regarding the Central Library. Total area of the Library is 3900 square feet with a seating capacity of 70. The library is open from 9am to 5 pm on all working days and Saturdays. Using the OCSCA software, the college has made the Online Public Access Catalogue (OPAC) facility which enables search books based on author/title/subject. It has subscription to INFLIBNET which provides e-books and e-journals via N-LIST. Remote access to e-publications is given to faculty and PG students. The College Library is completely automated using OCSCA software. The Library has 6 computers and a printer for the use of students and staff. The institutional repository is DSpace software. Average number of walkins to the Library is between 60 and 80. Average number of books issued is between 30 and 40 and returned 20 to 30 per day. Ratio of library books to students enrolled is 25:1 and average number of books added during last three years is 636.

The Library has a separate section, which is maintained by Sree Sankara Cultural Study Centre, where books on the teachings of Adi Sankara are kept. That section has a manuscript library in which about 100 manuscripts are preserved. The Library staffs are very cordial and help the students to search books and other materials. They are very accommodative when it comes to helping visually/physically challenged persons.

Feed back is taken from the users on the performance of the library. For the past 4 years digital feedback is taken from 4 to 5 users randomly every day from the students who visit the library regularly.

We have more than 100 computers with licensed software and up to date configuration. Computer student ratio is 1:8. All the systems, except some which are stand alone, are networked and having high speed internet connectivity. All Departments have at least one computer with internet and have intranet facility using DSpace software. Being a member of NPTEL, National Programme on Technology Enhanced Learning, we have with us about 4 TB of educational data which is used for teaching. Mechanisms are in place for the maintenance and upkeep of the infrastructure facilities and equipment of the College.

STUDENT SUPPORT AND PROGRESSION

The institution publishes an updated prospectus and hand book every year containing all the information needed for a student. There are a number of institutional scholarships available to the students. 68% of students receive financial assistance from State Government, Central Government and other national agencies. SC/ST monitoring Cell is functioning in the College to protect the rights and privileges of SC/ST students of the college. 20 percentage

of seats are reserved for SC/ST students.

Students are encouraged to participate in competitions and they are given all possible help. The College designates teachers to accompany them and bears all their expenditure. A free medical check up is conducted for first year students at the beginning of the academic year. The College has a health centre with first aid medicines and a space for students to take rest in an emergency. Medical insurance is provided to all students and staff.

Skill development programmes like ASAP are conducted to develop additional skills for employability. The Tutorial system makes sure that the slow learners are motivated and given remedial coaching to catch up with the rest. A student magazine and manuscript magazines by many departments are published regularly. Wall magazines and an online magazine published by the Library are some of the publications of the College.

An Entrepreneurship Club is operating in the college to encourage and develop entrepreneurial skills among the students. Seats are reserved for students with excellence in sports and cultural events. All expenses connected with the practice and participation of various teams in the University sports and games tournaments like uniforms, TA/DA etc. are met by the Department of Physical Education. A state of the art gymnasium helps the students to practice for body building. Participants in cultural events are also promoted in the campus. All expenses connected with their practice, travel, and board are borne by the College Union and PTA. The clubs that are alive and kicking inside the campus are; Arts and Cultural Forum, Sree Sankara Cultural Study Centre, Science Forum, Nature Club, Debate Club, Quiz Club, Yoga Club, Literary Club, Chess Club, Cine/ Theatre Club, Womens Forum, Planning Forum, NSS and Entrepreneurship Club.

The programme “Coaching for Entry into Services” provides coaching classes for various competitive exams including bank tests, PSC tests etc. NET coaching is conducted for the post graduate students regularly.

We have a very effective counselling system which goes hand in hand with our Tutorial system. A professional counsellor visits our College every alternative week. The College has a vibrant Career Guidance and Placement Cell which provides students with the resources and skills necessary to pursue their career goals. The institution has a student grievance redressal cell.

As per the guidelines of Supreme Court, an Anti-Sexual Harassment Cell and an anti ragging committee are constituted in the College. Apart from the above said, the Committees like Surprise Inspection Squad, SC/ST Monitoring Committee, Library Advisory Committee, Disciplinary Committee, Admission Committee etc. are in place for the welfare of the students.

Our College has a registered Alumni association. Apart from the Central one, every Department has their own Alumni associations

Our pass percentages for all courses are excellent considering the standard of intake. The Tutorial system comes in handy to find out students at the risk of failure and dropout. When there is any doubt about a student, his parents are contacted personally and the problem is discussed and solved.

The College gives special coaching to interested students in Football, Volleyball, Cricket, Badminton, Ball badminton, Kabaddi, Chess etc. besides Athletics. Over and above these, the Department Associations also conducts various curricular, co-curricular and extracurricular activities.

We have a College Union elected and constituted as per the directives of the J.M. Lyngdoh committee report. Apart from the main Alumni Association of the College, individual departments have their own Alumni Associations. The retired teachers of the College have an organisation which meets regularly in the College.

GOVERNANCE, LEADERSHIP AND MANAGEMENT

Our Institution is having a clearly stated Vision and Mission which defines our distinctive characteristics. All the activities of the College are either directly or indirectly aimed at fulfilling this mission. . Top Management consists of the Executive Committee of the Trust elected from the General body. It has an elected Chairman, Vice Chairman, Secretary, Joint Secretary etc., everyone having designated powers. The Secretary is the ex officio Manager of the institutions under its ownership including our College. This Executive Committee is the apex body which takes all the policy and executive decisions. The Executive Committee appoints an Academic Council which formulates policies and action plans which are forwarded to the executive for approval and execution.

The College constitutes a number of committees to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time. IQAC, College Council, Planning Board, Admission Committee, Disciplinary Committee, Library Advisory Committee, Students grievance Redressal forum, Surprise Inspection Squad, Anti ragging cell are some of the committees operating in the College. The Management also constitute Committees for the formulation and implementation of policies and plans. The top management is in constant touch with the faculty mainly through the Chairman and Secretary, who is the ex officio Manager of the College, of the Trust. The College has a decentralised governance system achieved by the delegation of authority by the Trust. The Trust appoints a Principal who has absolute autonomy as far as the affairs of the College is concerned. Authority is delegated to various committees, mentioned erstwhile, with members from all spheres. The culture of participative management is promoted in the College but the levels of participation differ from stakeholder to stakeholder.

The institution has a formally stated quality policy which is ingrained in our mission statements. This policy is developed by our founding fathers who were very particular and substantive about their views on quality. The Institute have a perspective plan for development. This perspective plan is neither a fully worked out plan nor just a theoretical exercise, but a framework within which concrete short term plans can be fitted.

The College has fashioned an organizational structure by which the smooth functioning of the institution is facilitated. The quality improvement strategy starts with the recruitment of highly qualified and efficient teaching staff. The next step is professional development of the faculty. Our Institution identifies the growing importance of being socially responsible.

Social responsibility is one of the mainstays that support our academic and research work, and it is also one of our strategic priorities. The matters connected with the functioning of the College are conveyed to the stakeholders by various means such as personal interaction, News letter, Website etc. The Management of our Institution believes in and practices participative Management which emphasizes intentional efforts to get employees at all levels of an institution involved in providing input into decision making.

A four tier system is in place for the redressal of grievances of students. The Institution has an unflinching mechanism to carry out the collection and analysis of feedback on institutional performance from the students. It motivates its staff to attend refresher courses, orientation courses, seminars and other type of training and retraining and leave is readily granted for those attending them.

Performance appraisal of the teacher by the students are taken on multiple activities and analysed by the Principal and the concerned Heads of the Departments and the teachers are advised on how to improve. Self appraisal of the teachers are also taken and analysed. We have another novel method of performance appraisal called “Micro teaching”.

The Management and the College administration spare no efforts to make sure that the

welfare measures provided by the Government are duly received to the staff and faculty. A host of welfare measures are provided by the College including Cooperative society, an assurance given by the Principal to banks on repayment of loans etc. The eminent faculty is retained by offering job as guest lecturers even after their retirement.

Planning of finances of the institution starts with the budget. A budget is prepared every year for the coming academic year and we try our level best to stick with it. Accounts of the Funds received other than management contributions are prepared in the College office and audited as per the norms of the UGC, the Government and the University. The Major sources of funds of the College includes, UGC Grants, Management contribution, Fees from self-financing courses etc. PTA, Alumni, rent from ladies hostel etc. The Planning Board is always vigilant to apply for all grants notified by the UGC for which the Institution is eligible.

As a post accreditation quality sustenance measure, the Institution established an IQAC in the year 2007 which channelizes the efforts and measures of our institution towards academic excellence. Since quality enhancement is a continuous process, the IQAC becomes a part of an institution's system and work towards realizing the goals of quality enhancement and sustenance. In fact all the quality improvement and sustenance activities of the institution is initiated by the IQAC. It has membership from all stake holders, external and internal. Their views are taken into consideration in meetings.

The Institution has an integrated and broad framework for quality assurance of the academic and administrative activities. The Institution persuades non teaching staff to attend courses by different agencies for training the staff. Academic audit of all departments are done every year at the end of the academic year. Controlled by the regulations of Mahatma Gandhi University, the Central and State Governments and the UGC, the College has several external quality assurance mechanisms like the rules and regulations for recruitment of staff etc. which is in fine tune with the internal quality assurance mechanisms practiced by the College.

The Principal along with the teachers and staff are involved in planning, implementation, evaluation and review of the academic programmes. The teaching learning process is continuously reviewed by the process of continuous evaluation consisting of unit tests, seminars and projects and viva voce.

INNOVATIONS AND BEST PRACTICES

The Institution conducts green audit regularly. The concept and execution of Green Audit becomes all the more important in the scenario of global warming. It is also associated with the concept of sustainable development by taking into consideration the ecological activities our college. Strategies of environmental management are taught and executed through NSS, Nature Club, Science forum by conducting seminars, talks etc. We have always creating awareness to the students to avoid wasting energy and minimize its use to the extent possible. Energy saving is top on the list as a social responsibility.

The NSS unit of this college in association with Nature club, Science forum, and Women forum has taken initiative in planting rare varieties of plants inside the campus. Majority of trees and plants are identified with their species and names in Malayalam, English and Sanskrit. Under the guidance of Bhaumika- the nature club, we are preserving a herbal garden in front of the campus with a variety of rare medicinal plants which are not common today. Various programmes like seminars, talks etc. were also conducted to create eco- friendly environmental consciousness among the students.

The college generates minimum level of hazardous wastes i.e. as a byproduct of laboratory experiments especially from the Department of Chemistry. These wastes are being deposited in a well- built concrete tank fixed beneath the soil. The laboratories are connected with the tank by a separate drainage apart from the main drainage system.

Various innovative measures were taken during the last four years in the College such as getting the court order banning student's strikes inside the Campus, Manju Foundation etc. for the betterment of the Institution.

We have given two of our best practices in the report viz. the Heritage Museum and Manju Foundation. The heritage museum collects and preserves the antique valuables and thereby aims at instilling in the students a sense of historical awareness, which can create in them national consciousness, feeling of cultural oneness and a spirit of enquiry. The Vision and Mission of the Institution is realized through the activities of Manju Foundation which is a registered organization for helping the economically disadvantaged students of our College.

SWOC ANALYSIS

STRENGTH

- Our college functions with a noble vision and clearly stated mission and is managed by Sree Sankara Trust, formed for promoting higher education in rural areas in conformity with ideas and values propagated by Jagat GuruAdiSankaracharya.
- Strong support from the side of our management which is constituted by eminent persons with academic consciousness.
- Presence of a number of former faculties of the college in the governing body of the trust.
- The presence of qualified teachers with academic excellence.
- Representation of students from rural belts.
- Effective functioning of various clubs and forums, concentrating on student oriented extra- curricular activities.
- Fully automated office for better performance.
- N-List facility (INFLIBNET), D-Space and inter loan facility in library.
- Well- equipped Language Lab, Gymnasium and laboratories.
- Sree Sankara cultural study centre facilitates research activities in multidisciplinary subjects including Vedic culture. It also preserves a rare manuscript library.
- Positive functioning of

- Effective implementation of student's code and conduct through Grievance Redressal cell, surprise inspection squad, anti- ragging committee, college level disciplinary committee etc.
- UGC NET Coaching.
- Supportive Alumni and PTA.
- Financial support for underprivileged students by faculty.
- Maintaining healthy relationship with students.
- Effective functioning of NSS unit.
- Inter-departmental co-ordination and unity among faculty.
- A campus free of political activities.
- Fully automated library with high speed internet access.
- Technologically advanced teaching aids.
- Good student support services: remedial teaching, orientation classes, bridge courses for new entrants, tutorials for slow learners etc.
- Ladies' Hostel.
- Majority of students representing the lower strata of society.

WEAKNESS

- Remote area with limited facilities
- Lack of quick conveyance.
- Limitations for making International tie-ups.
- Limitations for research facility in PG departments.
- Shortage of courses in the main stream.
- Absence of hostel facility for boys.
- Shortage of funds for infrastructural developments.

OPPORTUNITIES

- Starting Research centres
- Starting PG in UG departments to raise the educational status of rural poor in the main stream.

- Professional development programmes for teaching and non-teaching staff.
- Starting more student centered programmes like ASAP, SSP with the aid of government of Kerala.
- Placement cell with national and international links for better job opportunities.
- More funds from UGC for infrastructural development, academic projects, seminars both national and international etc.
- A good number of teaching faculty are doing their PhD works.

CHALLENGES

- Students from socially and economically poor backgrounds.
- Economically backward illiterate parents
- Lack of academically oriented students.
- Lack of research mentality among students.
- Involvement of external factors like political parties and their influence on students.
- As far as this institution is concerned the Influence of social media in reducing and bifurcating students from academic interest is a great challenge.
- Lack of administrative support to staff due to government policies.
- Delay in filling faculty vacancies due to government lethargy.
- Lack of systematic arrangements for conducting examinations and delay in the declaration of results by the university.

FUTURE PLANS

To make this institution more service -oriented, student-centered and a centre of excellence committed to its values of TamasomaJyothirgamaya.

PROFILE OF THE COLLEGE

1.	Name and Address of the College:	Sree Sankara Vidyapeetom College Valayanchirangara(P.O), Perumbavoor, Ernakulam (Dist) Kerala Pin: 683556 www.ssvcollege.ac.in			
2	For Communication				
	Designation	Name	Telephone With STD Code	Mobile	Email
	Principal	R. Krishna Kumar	O: 0484-2656938 R : 0484-2538200	9447667447	krishkedaram@yahoo.com principal@ssvcollege.ac.in
	Vice Principal	M.P. Vasudevan Nampoothiri	R: 0484-2545067	9495813607	mpvn@ssvcollege.ac.in
	Steering Committee Co-ordinator	P. Jayan	R:0494-2650504	9447125504	jayanp@ssvcollege.ac.in
	Steering Committee Working Co-ordinator	Dr. Harisharma P. N.	R : 0485-2252678	9656619564	harisharmapn@ssvcollege.ac.in
	Steering Committee JointCo-ordinator	Manusankar C	R: 0484-2464150	9446304150	manusankarc@ssvcollege.ac.in
3	Status of the Institution:				
	i	Affiliated College			✓
	ii	Constituent College			
	iii	Any other (specify)			
4	Type of Institution				
	a.	By Gender	For Men	For Women	Co-education
					✓
	b.	By Shift	Regular	Day	Evening
			✓		
5	It is a recognized minority institution?				
			Yes	No	✓
6	Sources of funding:				
		Government	Grant-in-aid	Self-financing	Any Other (Management)
			✓	✓	✓
7	a.	Date of establishment of the college		05-10-1967	

	b. University to which the college is affiliated/or which governs the college (If it is a constituent college)	Mahatma Gandhi University, Kottayam
	c.Details of UGC recognition	
	Under Section	Date ,Month &Year
	i. 2(f)	31-10-1991
	ii. 12(B)	31-10-1991
	(The Certificates of recognition/s 2(F) and 12(B) of the UGC Act enclosed as annexure I)	
	d. Details of recognition/approval by statutory/regulatory bodies other than UGC (AICTE, NCTE, MCI, DCI, PCI, RCI etc.)	Not Applicable
8	Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC),on its affiliated colleges?	Yes
	If yes, has the College applied for availing the autonomous status?	No
9	Is the college recognized?	
	a. By UGC as a College with Potential for Excellence (CPE)?	No
	b. For its performance by any other governmental agency?	No
10	Location of the campus and area in sq.mts:	
	Location*	Campus area Built up area in sq.mts. insq.mts.
	Rural Area (Valayanchirangara, Perumbavoor)	6.66 Hectare, About 70,000 sq. mts
	(*Urban, Semi-urban, Rural, Tribal, Hilly Area, Any others specify)	
	Rural area certificate from the Tehsildar enclosed as Annexure II	
11	Facilities available on the campus (Tick the available facility and provide numbers or other details at appropriate places) or incase the institute has an agreement with other agencies in using any of the listed facilities provide information on the facilities covered under the agreement	
	Auditorium/seminar complex with infrastructural facilities	
	i	Open Air Auditorium - 1
	ii	Advaitha Hall
	iii	P N Namboothiri Seminar Hall (Air Conditioned)
	iv	Mini Conference Hall
	Sports facilities	Playground Gymnasium
		✓ ✓
	Hostel	
	Boys hostel	X
	Girls hostel	✓
	Number of hostels	Number of inmates
	1	60
	Facilities	
	30 fully furnished Rooms 1 Study Hall Well equipped Kitchen Dining Hall	

						Store	
						Working women's hostel X	
						Residential facilities provided for three female teachers and one staff at Girls Hostel	
						Available with a seating capacity for 40 persons at a time	
						Health Centre ✓	
						First aid, Outpatient, Health Centre staff ✓	
						Qualified Doctor	
					Full time	Part time	
					X	✓	
					Qualified Nurse		
					Full time	Part time	
					X	✓	
						General Store is available in the campus	
						Public Transport facilities are available	
						Animal house X	
						Biological waste disposal ✓	
						Two Generators of 20 KV each and One Transformer of 100 K V is available at the campus	
						Incinerator is available	
						Waste water management X	
						Water recharge pits are taken every year.	
12	Details of programmes offered by the college (Give data for current academic year)						
Under Graduate	Level	Programme	Duration	Entry	Medium of instruction	Sanctioned/	No. of students admitted*
	1	BA English	3	+2	English	24	22
	2	BA Economics	3	+2	English	30	36
	3	B A Hindi	3	+2	Hindi	32	16
	4	B A History	3	+2	English	40	40
	5	B.Sc. Chemistry	3	+2	English	24	30
	6	B.Sc. Physics	3	+2	English	20	19
	7	B.Sc. Mathematics	3	+2	English	24	21
	8	B.Sc. Computer Science	3	+2	English	24	21
	9	B Com Tax	3	+2	English	40	51
10	B. Com. Comp	3	+2	English			

Certificate courses	1	M. A. History	2	Degree	English	15	18
	2	M. Sc. Chemistry	2	Degree	English	12	14
Post-Graduate	1	Actuarial Science	1	+2	English	40	30
	2	E Marketing	1	+2	English	40	35
	3	Information technology	1	+2	English	40	34
* Including marginal increase.							
13	Does the college offer self-financed Programmes?			Yes	No		
				✓			
	If yes, how many?				5		
14	New programmes introduced in the college during the last years if any?			Yes	No	Number	
				✓		4	
15	List the departments: (respond if applicable only and do not list facilities like Library, Physical Education as departments, unless they are also offering academic degree awarding programmes. Similarly, do not list the departments offering common compulsory subjects for all the programmes Like English, regional languages etc.)						
	Faculty	Departments (eg. Physics, Botany, History etc.)	UG	PG	Research		
	Science	Physics	✓	X	X		
		Chemistry	✓	✓	X		
		Mathematics	✓	X	X		
		Computer Science	✓	X	X		
	Arts	English	✓	X	X		
		Economics	✓	X	X		
		Hindi	✓	X	X		
		History	✓	✓	X		
	Commerce	B Com,	✓	X	X		
	Any Other (Specify) Self-Finance						
	Commerce	B.Com with Computer Application	✓				
		M.Com International Business,		✓			
		M.Com Finance,		✓			
	Science	M. Sc Bio Chemistry		✓			
		MSc Computer Science		✓			
16	Number of Programmes offered under (Programme means a degree course like BA, BSc, MA, M.Com.)						
	Annual System	Semester System		Trimester System			

16 (UG- 10, PG- 6)										
17	Number of Programmes with									
	Choice Based System	Credit	Inter/Multi-disciplinary Approach				Any other (specifies and provides details)			
	16									
18	Does the college offer UG and/or PG programmes in Teacher Education?								No	
19	Does the college offer UG or PG programme in Physical Education?								No	
20	Number of Teaching and Non Teaching Position in the Institution									
	Positions	Teaching Faculty				Non Teaching staff		Technical staff		
		Associate Professor		Assistant Professor		Teaching staff				
		M	F	M	F	M	F	M	F	
	Sanctioned by the UGC/ University/ State Government Recruited	5	3	12	20	17	3	1	-	
	Yet to Recruit	7								
	Sanctioned by the Management/ society or other authorized bodies Recruited	2	-	-	15	-	4	1		
	Yet to recruit									
21	Qualifications of the teaching staff									
	Highest qualification	Associate Professor		Assistant Professor		Total				
		M	F	M	F					
	Permanent teachers	5	3	12	20	40				
	D.Sc./D.Litt.	-	-	-	-	-				
	Ph.D.	1	1	3	2	7				
	M.Phil.	2	1	3	7	13				
	PG	5	3	12	20	40				
	Temporary teachers	2	-	-	15	17				
	Ph.D.	-	-	-	-	-				
	M.Phil.	-	-	-	3	3				
	PG	2	-	-	15	17				
22	Number of Guest faculty engaged with the College								5	
23	Furnish the number of the students admitted to the college during the last four academic years.									
	Categories	2014-15		2013-14		2012-13		2011-12		
		M	F	M	F	M	F	M	F	

SC	20	33	2	28	27	28	18	25
ST	1	0	2	1	2	1	0	3
OBC	12	40	1	43	15	43	26	41
OEC	6	4	4	6	4	6	7	3
KPCR	22	47	2	53	23	49	26	67
General	34	63	4	59	34	47	27	33

24	Details on students enrolment in the college during the current academic year:					
	Type of students	UG	PG	M. Phil	Ph. D.	Total
	Students from the same State where the college is located	278	78			356
	Students from other states of India	1	-	-	-	1
	NRI students	-	-	-	-	-
	Foreign students	-	-	-	-	-
	Total	279	78	-	-	357
25	Dropout Rate in UG and PG (average of the last two batches)		UG	PG		
			2%	0		
26	Unit Cost of Education of academic year 2014-15 (<i>Unit cost=total annual recurring expenditure (actual) divided by total number of students enrolled</i>)					
	a. including the salary component			Rs. 53469.00		
	b. excluding the salary component			Rs. 5731.00		
27	Does the college offer any programmes in distance education mode (DEP)?				No	
28	Provide Teacher-student ratio for each of the programme/course offered					
	Name of the Programme		Teacher Student Ratio			
	B.A. English		1:11			
	B.A. Economics		1:38			
	B.A. Hindi		1:11			

	B.A. History	1:22
	B.Sc. Chemistry	1:28
	B.Sc. Physics	1:20
	B.Sc. Mathematics	1:15
	B.Sc. Computer Science	1:16
	B.Com	1:38
	B.Com Computer Application	1:3
	M.A. History	1:5
	M.Sc. Chemistry	1:8
	M.Com. Finance	1:8
	M.Com. International Business	1:8
	M.Sc. Computer Science	1:2
	M Sc Bio Chemistry	1:5
29	Is the college applying for Accreditation:	
	Cycle 1	Cycle 2
	Cycle 3	Cycle 4
		Re-Assessment
	✓	
	(Cycle1 refers to first accreditation and Cycle2, Cycle3 and Cycle4 refers to re-accreditation)	
30	Date of accreditation*(applicable for Cycle2, Cycle3, Cycle4 and re-assessment only)	
	Date	Accreditation Outcome/Result
	Cycle1	10/02/2007
		B
	<i>Copy of accreditation certificate(s) and peer team report(s) enclosed as annexure III and annexure IV.</i>	
31	Number of working days during the last academic year.	180
32	Number of teaching days during the last academic year (Teaching days means days on which lectures were engaged excluding the examination days)	170
33	Date of establishment of Internal Quality Assurance Cell (IQAC) IQAC	03-07-2007
34	Details regarding submission of Annual Quality Assurance Reports (AQAR) to NAAC.	

	Sl. No.	AQAR for the Year	Date of submission to NAAC
	i	2007-08	10/06/2011
	ii	2008-09	10/06/2011
	iii	2009-10	10/06/2011
	iv	2010-11	11/11/2014
	v	2011-12	11/11/2014
	vi	2012-13	11/11/2014
	vii	2013-14	11/05/2015
35	Any other relevant data (not covered above) the college would like to include. (Do Not include explanatory/descriptive information)		

CRITERIA-WISE INPUT

CRITERION I: CURRICULAR ASPECTS

1.1. Curriculum Planning and Implementation

1.1.1. State the vision, mission and objectives of the institution, and describe how these are communicated to the students, teachers, staff and other stakeholders.

Motto:

The *Brhadaranyaka Upanishad* Mantra तमसो मा ज्योतिर्गमय (Thamaso ma jyothir gamaya -Lead me from the darkness of ignorance to the Light of knowledge) is the motto of our College.

Vision:

Our Vision is to provide quality education that raises the aspirations of our learners and enable them to achieve their goals.

Mission:

- To propagate Value based Education based on Vedic culture and to inculcate the spirit of National Heritage to the student community and ultimately to the society as a whole.
- To update society with modern technological innovations and provide knowledge and personnel for developmental needs.
- To cater to the educational needs of a wide variety of students coming from various streams of the society especially downtrodden.

The Vision and Mission statements are communicated to all through display Boards, Brochures, Prospectus, Meetings with parents and alumni and college web site.

Objectives:

Social Awareness, Spiritual transformation and Value education are the broad objectives of our institution. Every year we fix a special objective and necessary steps are taken to attain the objective effectively.

Year	Objectives
2010-2011	Enhanced IT Awareness
2011-2012	Employability
2012-2013	Research Centre
2013-2014	Green Campus ,Clean Campus
2014-2015	Women empowerment

1.1.2 How does the institution develop and deploy action plans for effective implementation of the curriculum? Give details of the process and substantiate through specific example(s).

Being an affiliated college, our curriculum is designed by the Board of Studies of the Mahatma Gandhi University, Kottayam. Many of our members of faculty used to be in the Board of Studies of different Departments and periodical syllabus restructuring committees and they had their own roles to play in designing the curricula in their respective subjects. Over and above this, many of our faculties send their suggestions to the University on designing curricula.

The development of action plans for effective implementation of the curriculum starts with the preparation of the College academic calendar. Then the department wise time table is prepared and workload allotted to each teacher. The work load is allotted

according to the norms prescribed by the UGC, the affiliating University and the State Government. The faculty in turn prepares teaching plan for each subject, each semester and the implementation of the Curricula is planned according to this teaching plan. In addition to this, the students are asked to conduct a host of curricular and co curricular activities such as Seminars, project works, dissertations, assignments, viva voce, workshops etc. The faculty empower the students to face the external viva voce and prepare them for attending interviews. Orientation classes, aptitude tests and ice-breaking sessions are conducted at the beginning for freshers. National level seminars and talks by eminent scholars are also conducted as much as possible. The faculty equip the students to face external viva voce examinations at UG and PG levels. The use of ICT in teaching, like the use of smart interactive boards and projectors connected to internet, also facilitates very smooth implementation of the curriculum. Our Library, besides having nearly 25,000 volumes in its shelves, has subscribed to a number of journals and INFLIBNET and also has internet browsing facility. Apart from the Central Library, all Departments are having their own Libraries with books related their area of study. This serves as a very important learning resource which in turn helps the process of effective implementation of the curriculum. The conduct of remedial classes, which we do regularly, also leads to the same goal.

1.1.3 What type of support (procedural and practical) do the teachers receive (from the University and/or institution) for effectively translating the curriculum and improving teaching practices?

- The University arranges workshops on curricula whenever a revision of curricula is made and urges the faculty to attend them.
- The College provides duty leave for attending these workshops.
- Classes are conducted in the respective departments whenever a curriculum revision is made.
- At the beginning of every academic year, the microteaching classes are conducted for the effective and improved teaching practices.

- The college helps the faculty by providing all the possible facilities like class rooms with inter active smart board etc.
- All departments have high speed internet connectivity.
- College has subscribed to INFLIBNET which can be accessed even from their homes.
- An intranet with a vast multitude of information is provided to the teachers and students.
- The Library is equipped with a huge amount of books for the use of faculties and students.
- Department Libraries also are provided with subjects books for the benefit of teachers and students.
- The educational data available with the College, which was received from Madras IIT by way of NPTEL programme stand in good stead for the Teachers.
- Computer Literacy programmes are conducted every year by the Department of Computer Science for all staff members.
- The Campus bears a calm and serene ambience for the effective translation of the curriculum.
- In a way, all development activities of the college mentioned elsewhere, indirectly contribute to the effective transaction of the curriculum.
- Orientation programmes for fresh recruits are conducted by senior faculties of the departments on curriculum.

1.1.4. Specify the initiatives taken up or contribution made by the institution for effective curriculum delivery and transaction on the Curriculum provided by the affiliating University or other statutory agency.

The college has always been helping the faculty with new initiatives for effective curriculum delivery and transaction on the Curriculum provided by the affiliating University. For instance;

* By providing state of the art class rooms. As of now seven class rooms are fitted with Inter-active smart projectors, which have internet connection in them.

* By and large, the faculty members have undertaken sincere and serious efforts in keeping themselves abreast of the constantly changing syllabi as well as the new technological developments, thereby evolving themselves considerably in order to align with modern teaching methods.

* Library is updated every year with new books and journals keeping up with the need of changing syllabi.

* Being a member of N-List, our library users have access to a huge amount of scholarly and published digital content.

* Scholar Support Programme for slow learners, remedial classes for underachievers and Walk with a Scholar programme for excellent students are provided by the institution for delivering the curriculum effectively.

* The intranet powered by the D Space provides the teachers with educational content brought out by our own faculty.

* The language lab with all facilities and latest software also helps the teachers with the same cause.

* Four labs under the Department of Chemistry, three under Department of Computer Science, one under Department of Physics, computer labs under many departments, Manuscripts Library under Sree Sankara Cultural Study Centre, Heritage Museum under Department of History etc. help the teachers towards the cause.

1.1.5. How does the institution network and interact with beneficiaries such as industry, research bodies and the university in effective operationalisation of the curriculum?

Students of College regularly conduct study tours and industrial visits to expose them to higher order learning and these interactions are proved useful in knowing the needs of the industry and the society as a whole. Many of our departments have signed MOU with many industrial units.

The College organizes lectures and interactions, which have a close bearing upon curriculum, with visiting and guest faculties on different topics.

Some of the faculty members of the College were members of the Board of Studies and Academic Council network and interact with the members of the various bodies of the University in the process of getting the approval and sanction for the revised syllabi and curriculum.

1.1.6. What are the contributions of the institution and/or its staff members to the development of the curriculum by the University?(number of staff members/departments represented on the Board of Studies, student feedback, teacher feedback, stakeholder feedback provided, specific suggestions etc.

Many of our teachers have received opportunities to serve in the Board of Studies, which designs the syllabus, during different periods. We use feedback from students and teachers to send suggestions to the University Board of studies. The Department invite suggestions from individual teachers and analyse them and send it to the University Board of studies. All departments of the College had sent suggestions when the University was planning to change the Curriculum and even after that.

1.1.7. Does the institution develop curriculum for any of the courses offered (other than those under the purview of the affiliating university) by it? If ‘yes’, give details on the process (‘Needs Assessment’, design, development and planning) and the courses for which the curriculum has been developed.

Yes. We have developed a curriculum for UGC sponsored career oriented course in IT.

1.1.8. How does institution analyze/ensure that the stated objectives of curriculum are achieved in the course of implementation?

At the beginning of the Academic year an Aptitude test is conducted to evaluate the level of the students. After that, through continuous internal evaluation of the students and by assessing the results of different examinations (Class test University examinations and oral questioning), the college analyzes the achievement of the objectives of curriculum. Other modes of assessment like Assignments, Posters, Power Point presentations, Seminars, projects, etc., by the students are employed to examine whether the stated objectives are achieved. The feedback received from students also is analysed to ensure that the stated objectives are achieved. At the end of the course a course viva is conducted to evaluate the students on their educational achievements.

1.2. Academic Flexibility

1.2.1. Specifying the goals and objectives give details of the certificate/ diploma / skill development courses etc., offered by the institution.

Our College runs Certificate course, Diploma course and Advanced Diploma courses in 3 subjects viz. Actuarial science, E-marketing and Information Technology.

Actuarial science:

The course on actuary is designed to expose students to the actuarial profession as well as to address a range of topics in actuarial science. Actuaries evaluate and manage financial risk. They make financial sense of the future for their clients by applying advanced mathematical and statistical techniques to solve complex financial problems. Qualifying as an actuary is a passport to a wide variety of careers in insurance companies, investments, pensions, health care and banking – not just in India, but throughout the world.

E-marketing:r[ppp

E-marketing is the product of the meeting between modern communication technologies and the age-old marketing principles that humans have always applied. E-marketing is the process of marketing a brand using the Internet. The Course in E-marketing introduces concepts in sales, marketing, market research, promotion and helps to develop superior marketing skills and build a broad knowledge base across a wide variety of marketing contexts. You will learn to apply solutions to a defined range of unpredictable problems, and analyse and evaluate information from a variety of sources.

Information Technology:

The Information Technology course is concerned with the development of theoretical knowledge and practical skills related to the design, construction, operation, support and maintenance of information technology (IT) solutions. This course will provide students with a sample of entry-level skills which introduce techniques used in the design and construction of IT solutions. Students will gain specialist skills and become capable of working with some information technology solutions at an entry level.

Diploma in Computer Application

Centre for Continuing Education Kerala [CCEK] under the administrative control of the Higher Education Department is Organizing Continuing Education Programmes

through its sub-centres established in Polytechnic, Engineering and Arts & Science Colleges across the State.

The course Diploma in Computer Applications (DCA) of CCEK is approved by Government of Kerala as a qualification for appointments through Kerala PSC. CCEK proposes to offer the DCA courses across the state by establishing new sub-centres among the Arts & Science Colleges. Our college has been identified as one of the institution for offering the course.

Candidates who have passed SSLC can apply for the course. Duration of the course is 6 months. Examinations for theory and practical subjects are conducted as per the notification of the Director, C.C.E.K.

The Department of English is conducting a certificate course in Communicative English.

Department of Hindi is conducting a certificate course in Communicative Hindi

1.2.2. Does the institution offer programmes that facilitate twinning/dual degree? If 'yes', give details.

The Mahatma Gandhi University to which the institution is affiliated does not permit twinning or Dual Degree.

1.2.3. Give details on the various institutional provisions with reference to academic flexibility and how it has been helpful to students in terms of skills development, academic mobility, progression to higher studies and improved potential for employability. Issues may cover the following and beyond:

- **Range of Core / Elective options offered by the University and those opted by the college**
- **Choice Based Credit System and range of subject options**
- **Courses offered in modular form**
- **Credit transfer and accumulation facility**
- **Lateral and vertical mobility within and across programmes and courses**
- **Enrichment courses**

Core and Elective options are provided by the University for all courses both at the UG and PG level. Elective options are provided to all disciplines during the 5th and 6th semesters for UG Courses and during the 3rd and 4th Semesters for PG Courses in some programmes.

The institution follows the Choice Based Credit and Semester System offered by the University. The students in various disciplines can choose one Open Course out of twelve courses offered by the institution during the 5th Semester at the UG level.

The elective subjects are selected by the department based on the current trends in industry and in some case, based on the needs and interest of the students to provide academic flexibility. As far as skill development is concerned, the curriculum for the core subjects and practical developed by the university has proved to be sufficient. The core subjects we provide here give strong base for higher studies as our students will be thorough with the basics needed for PG and research. The institution regularly conducts classes by experts from industry to improve their employability. We follow the Choice Based Credit and Semester System for all our UG & CSS for PG Courses.

With the provision of maximum academic flexibility we provide several enrichment courses .Students can join these courses during any academic year and the classes are conducted after regular college timings.

As a mandatory rule we have made tie ups with the industries to provide on job training in the form of projects to all the students who have joined for these enrichment courses for skill development and better employable opportunity.

A. Choice Based Courses offered by the University and Opted by the College for the Sixth Semester:

Department	Courses Offered	Course Opted by the Department
English	Creative Writing in English Regional Literatures in Translation	Regional Literatures in Translation
Hindi	Travelogue Hindi Satire Lyrical Poetry of Hindi with Special Reference to Bhramar Geeth and Madhusala	Lyrical Poetry of Hindi with Special Reference to Bhramar Geeth and Madhusala
Economics	Outline of Economic Thought Human Resource Management Marketing Management Entrepreneurship and Small Business Economics Travel and Tourism Management Econometric Methods Informatics	Human Resource Management
History	Archaeology in India History of Folklore in India Gender Studies History of Science and Technology in India	History of Folklore in India
Chemistry	Nano Chemistry and Technology Industrial Chemistry Polymer Chemistry Environmental Chemistry Soil and Agricultural Chemistry Computer Application in Chemistry Pharmaceutical Chemistry	Environmental Chemistry

Mathematics	Petrochemicals	Topology
	Operations Research	
	Topology	
	Programming in C	
Physics	Theory of Computations	Renewable Energy Technology
	Astronomy and Astrophysics	
	Information Technology	
	Renewable Energy Technology	
	Nano Science and Nanotechnology	
	Opto Electronics	
Commerce	Finance And Taxation	Finance And Taxation
	Computer applications	
	Co- operation	
	Travel and Tourism	
	Marketing	
Computer science	Image Processing	Client Server Computing
	Client Server Computing	
	Data Mining	

B. Open Courses Offered by the University and Opted by the Departments for the Fifth Semester:

Department	Courses Offered	Courses Opted by the Department
English	Theory, Language and Appreciation of films	English for Careers
	Media Studies	
	English for Careers	
	Creative Writing in English	
	Regional Literatures in Translation	
Hindi	Film Studies	Film Studies
Economics	Foundations of Environmental Economics	Foundations of Environmental Economics
	Fundamentals of Economics	
	Agricultural Economics	
	Demography	
	Business Economics	
	Capitalism and Colonialism	Environmental History in Indian

History	Environmental History in Indian Context	Context
	Social Implications of the Modern Revolutions	
	Gender Studies	
Chemistry	Diary Science	Chemistry in Every Day Life
	Food Science	
	Forensic Science	
	Environmental Chemistry	
	Nano Science and Nano Technology	
	Chemistry in Every Day Life	
Mathematics	Mathematical Modeling	Applicable Mathematics
	Applicable Mathematics	
	Financial Mathematics	
	Mathematical Economics	
Physics	Amateur Astronomy	Energy and Environmental Studies
	Energy and Environmental Studies	
Commerce	Fundamentals of Accounting	Fundamentals of Accounting
	Business Ethics	
	Insurance and Risk Management	
	Financial Investment	
Computer Science	Internet, Web design and Cyber Laws	Internet, Web design and Cyber Laws

Details of enrichment courses are given in answer number 1.2.1

1.2.4 Does the institution offer self-financed programmes? If 'yes', list them and indicate how they differ from other programmes, with reference to admission, curriculum, fee structure, teacher qualification, salary etc.

YES.

Here is the list of self-financing courses conducted by our College:

- ❖ M. Sc Bio-technology
- ❖ M. Sc Bio-chemistry
- ❖ M. Com International Business
- ❖ M. Com (Finance)
- ❖ M. Sc Computer Science
- ❖ B. Com with Computer Application

Admission process is slightly different from that of aided streams. 50% of the total seats including seats reserved for SC/ST and SEBC (Socially and Educationally Backward Community) in unaided Programmes are filled through Centralized Allotment Process (CAP) of our affiliating University, which is Mahatma Gandhi University, Kottayam. All reservations are the same as any aided courses except that the seats will be taken from the

50% seats allotted to merit quota under CAP. The remaining 50% of seats will be filled by the College Management. The merit list for admissions under management quota is prepared considering the social and economic status of the applicants. Lists prepared according to the above norms are displayed on the College notice boards and uploaded on the College website.

- Curriculum is fixed by the University which is the same for aided and unaided programmes.
- The fee structure is fixed by the University which is strictly adhered to.
- The teacher qualification is the same as aided courses but slight relaxations are sometimes made due to the unavailability of qualified candidates.
- The salary to the teachers is fixed by the Management considering their qualification and experience.

1.2.5 Does the college provide additional skill oriented programmes, relevant to regional and global employment markets? If ‘yes’ provide details of such programme and the beneficiaries.

Yes. Our College runs Certificate course, Diploma course and Advanced Diploma courses in 3 subjects viz. Actuarial science, E-marketing and Information Technology. Details of these courses are given as answer to question number 1.2.1. The beneficiaries are our own students. The number of students who benefited from these courses during 2014-15 is given below.

Information Technology:	34
Actuarial Science	30
E-marketing	35

Apart from these courses, the Centre for Continuing Education, Government of Kerala, has sanctioned a Diploma Course in Computer Applications to our College, and this course is considered for appointments through Kerala PSC.

Coaching for NET/SET/SLET, PSC and programmes aimed at improving the potential for employability of students are conducted regularly in the College.

1.2.6 Does the University provide for the flexibility of combining the conventional face-to-face and Distance Mode of Education for students to choose the courses/combination of their choice” If ‘yes’, how does the institution take advantage of such provision for the benefit of students?

No. The institution cannot take advantage of combining the conventional face-to-face and distance mode of education for the benefit of students because the university does not provide for the flexibility of combining the conventional face-to-face and Distance Mode of Education for students to choose the courses/combination of their choice. But, being a member of NPTEL, our students have opportunity to join several online certificate courses conducted by IITs and IISc and 14 students have already registered for different certificate courses.

1.3 Curriculum Enrichment

1.3.1 Describe the efforts made by the institution to supplement the University’s Curriculum to ensure that the academic programmes and Institution’s goals and objectives are integrated?

A wide variety of clubs and activities take place during the lunch break, after College hours and during holidays to enrich the curriculum and to nurture the personal and social development of students. Physical activity and sport plays an important part in the life of the College. We have excellent facilities and run a range of clubs that cater to the full

range of needs of students. These exciting activities include film club, literary club, yoga club, debate club, Science Forum, Women's Forum, Arts & Cultural Forum, Planning Forum, Nature Club, Tourism Club and Quiz Club etc. along with traditional sports such as Football, Cricket, Athletics, badminton, Kabaddi, Volleyball, Chess, Ball badminton and table tennis. At SSV, we believe that it is important for students to have the opportunity to take part in competitions and festivals. Our students are able to represent the College in a variety of activities in sports and cultural competitions.

The Department of History is maintaining a heritage museum with a collection of nearly 100 archaeological relics and a section of numismatics. The retired faculty conducts series of lectures for the benefit of students. All these activities and facilities help to supplement the curriculum.

Apart from these, we have two very active units of NSS which makes our students understand the community in which they work, understand themselves in relation to their community. Involvement in the activities of NSS help them identify the needs and problems of the community and involve them in problem solving process and develop among themselves a sense of social and civic responsibility.

The Women's Forum of our College conducts programmes on value education regularly.

DETAILS OF VALUE EDUCATION PROGRAMMES CONDUCTED

Sl. No	Date	Distinguished Person	Session
1	14/07/201 1	Capt. K.S.Narayanan, Associate Professor of Sanskrit & N.C.C officer, U.C.College, Aluva.	Personality Development and Value Education session I
2	15/07/201 1	E V Narayanan Namboothiri, Retired Professor in Mathematics, SSV College, Valayanchirangara	Personality Development and Value Education session II
3	08/08/201 2	Krishnadas K, Associate Professor, Sree Sankara College, Kalady	Education and Social Values session I
4	09/08/201 2	P G Haridas, Retired Principal, SSV College, Valayanchirangara	Education and Social Values session I
5	20/10/201 3	Dr. K Kesavan Namboothiri, Former HOD, SSV College, Valayanchirangara	Eternal values and Personality formation session I
6	21/10/201 3	Sankaran C V, Retired Professor in Chemistry, SSV College, Valayanchirangara	Eternal values and Personality formation session II
7	14/12/201 3	Prof. Samson Thomas, Dean, Marian College, Kuttikkanam.	Values and Ethics
8	24/06/201 4	Mr. Vidhu Narayan, Assistant Professor, U C college, Aluva	Individual, Society – Different perspectives of value education.
9	15/12/201	Mr. Ajayakumar, Associate	Harmony, Co-existence

	4	Professor, SSUS, Kalady	– Outstanding characteristics of students. Session I
10	16/12/201 4	Manojkumar .B, Assistant professor, Govt. Brannan college, Kannur.	Harmony, Co-existence – Outstanding characteristics of students. Session II

Over and above all this, we have a cultural study centre to propagate the teachings of Sree Sankara and to introduce the high and unique moral concepts in the Vedic culture so as to unify the minds of people in view of realizing cultural and political integrity. It also aims to promote learning in all fields of knowledge and to enhance the cultural and spiritual levels of people, especially youth. Since the establishment, the Cultural Study Centre is conducting classes, discourses and lecture series by eminent scholars and personalities in the field of Vedas, Vedanthas, History, Ancient Indian studies etc. The study centre has a good collection of books in these subjects in its library.

1.3.2 What are the efforts made by the institution to enrich and organize the curriculum to enhance the experiences of the students so as to cope with the needs of the dynamic employment market?

The efforts made by the institution to enrich and organize the curriculum to enhance the experiences of the students are centred around a Career Guidance and placement Cell which is functioning in the College under the guidance of placement officers. The Cell provides students with the resources and skills necessary to pursue their career goals. The Cell is mainly responsible for establishing contact with various organizations and arranging interviews for the students. It also takes care of Industrial Visits and Summer Training. Some of the activities of the cell towards this end are as follows:

- ❖ Arranging interaction with the Alumni who are already placed in good Companies.
- ❖ Industrial training is arranged for some Career oriented courses.
- ❖ Arranging talks by leading industrialists.
- ❖ Training students for their professional career.
- ❖ Preparing them for competitive civil exams, higher studies and choosing a rewarding career by giving them training.
- ❖ Conducting training programs on Behavioural Skills and Personality Developments.
- ❖ Assisting students in discovering their strengths, sharpening their interests and planning for a satisfying future.

In addition, the add on courses provided are chosen with the trends of employment market in mind.

1.3.3 Enumerate the efforts made by the institution to integrate the cross cutting issues such as Gender, Climate Change, Environmental Education, Human Rights, ICT etc., into the curriculum?

Gender:

Gender studies are a part of the curriculum for MA in History and the paper is named “Perspectives of Women’s History and the History of gender in India”. The paper seeks to familiarize the students with the conceptual and methodological innovations brought into the discipline of History by Women’s history and expansion and the reframing of the issue at its core that this intervention has entailed.

As an effort at enrichment of the curriculum, the issues pertaining to gender are handled by the Women's Forum, which is very active in the College. The Forum aims at all round development of the girl students of the College and of its other members as well. It also aims at changing the mindset of the women of the neighbouring areas and of the nearby villages for equipping themselves socially, culturally as well as economically to fight against the age-old gender discrimination and to assist women to enjoy their rights within the family, community and the society.

The organization sponsors lectures, discussions and such meetings designed to make women and men more aware of women's issues and to explore interpersonal relationships in an attempt to foster a free expression of ideas and thus a greater understanding between the sexes.

Climate change and Environmental education:

The Department of Physics has an open course in environmental Physics which can be opted by students from all Departments. The Departments of History and Chemistry offers courses in Environmental Education as a part of their Curriculum. Over and above this, the issue is handled by a dynamic Nature Club called "Bhoomika". Bhoomika teaches the students that environmental education is a lifelong process that encourages exploring, raise questions, investigate issues and seek solutions to environmental and social problems.

This Club seeks to create awareness on environmental issues through its activities. Students are encouraged to take membership in the Nature Club. They are provided opportunities to study and admire the environment and thereby understand the need to conserve nature's bounty. The Science Forum also conducts activities connected with the environmental education.

A paper with the title "Environmental History of India" is a part of curriculum at the UG level. It is included in the list of 'Open course', a paper giving opportunity to the students of other departments to gather knowledge in the Environmental History of India. Thus the curriculum prescribed by the University is farsighted in transforming the theme "Environmental awareness" beyond the boundaries of all subject wise restrictions.

Human rights:

The Department of History has the subject of Human Rights as a complementary subject for their PG and UG programmes. Moreover, as the issue of human rights is of paramount importance in any civil society, the College conducts legal awareness classes periodically. The Women's Forum of the College also conducts talks and classes for the empowerment of women by realizing their due rights.

ICT:

The Department of Computer Science conducts an open course in ICT. The Department of Physics and the Department of Commerce (Self-financing) have ICT incorporated in their Curriculum. Information and Communication Technology is promoted with intense fervour in our campus. All the computers in the campus are networked and connected with high speed internet. We have a leased line of unlimited, subsidized internet connection given by BSNL with a speed of 10MBPS (NMEICT/10MBPS). Library and Office is fully automated except for some mandatory requirements of the State Government. The Department of Computer Science regularly conduct awareness classes for students and staff for updating their knowledge in computers and other teaching aids like Inter-active boards and projectors, language lab etc.

1.3.4 What are the various value-added courses/enrichment programmes

offered to ensure holistic development of students?

- **Moral and ethical values**
- **Employable and life skills**
- **Better career options**
- **Community orientation**

Moral and ethical values:

Moral and ethical values are propagated through the functions of many organizations functioning in the College like Sree Sankara Cultural Study Center, Nature club, Women's Forum, N.S.S etc.

Sree Sankara Cultural Study Centre seeks to introduce the high and unique moral concepts in the Vedic culture so as to unify the minds of people in view of realizing cultural and political integrity. It promotes learning in all fields of knowledge and enhances the cultural and spiritual levels of people, especially youth with epistemological insights.

The women's Forum and Nature club also encourage the holistic development of the students but in a different sort of way. The NSS focuses primarily on the Personality Development of the student volunteers through service to the community.

Employable and life skills:

The Enrichment Programmes which include coaching for competitive exams, various Add-on courses, seminars, workshops, sessions on interview techniques and CV preparation all contribute to the aim of developing life and employment skills.

The College is a Training Partner Institution (TPI) of Additional Skill Acquisition Programme (ASAP) of the State Government. As part of this programme, students of our college are provided training by visiting skill development executives who conducts sessions after working hours and during holidays.

Better career options:

The activities of the Career Guidance and Placement Cell functioning in the College seek to help the students for finding better career opportunities. The Cell, through its activities enables the students to find better jobs and better options for higher studies.

Community orientation:

The spirit of Community orientation is incorporated in the minds of the students by way of the outreach or extension programmes conducted by the College under the auspices of NSS and other departments.

1.3.5 Citing a few examples enumerate on the extent of use of the feedback from stakeholders in enriching the curriculum?

Formal and informal feedback is collected from students, parents, alumni and other stakeholders on the effectiveness of the curriculum. The feedback thus collected is taken into consideration in making suggestions to the University Board of Studies who design the curricula. Some of our staff members were in the Board of studies of the University and they used the information obtained through these feedbacks while designing new curriculum.

While enriching the curriculum in many ways, as we have already explained elsewhere, the feedbacks taken on curriculum comes in handy.

1.3.6 How does the institution monitor and evaluate the quality of its enrichment programmes?

We have a conventional mechanism in monitoring our enrichment programmes. The Department of Physical Education supervises the sports and games activities of the College. The cultural activities are controlled by the teachers in charge of Arts and Cultural Forum. All other forums have one or more teachers as in charge along with student

representatives and they control their functioning. The institution evaluates the quality of its enrichment program by taking feedback from students and other stakeholders. Informal feedback is also received during discussions with the stakeholders and all these contribute to the overall evaluation of the enrichment programme.

1.4 Feedback System

1.4.1 What are the contributions of the institution in the design and development of the curriculum prepared by the University?

Mr. Manusankar C, Department of Computer Science, was involved in the framing and modifying the Curricula of Add-on Course in IT.

Mrs. Rashmi K. P., designed the syllabus of 'Actuarial Statistics I' during 2013-14.

Teachers of all departments, after analyzing the feedback from various stakeholders, send suggestions to the respective Board of Studies about the development and design of the curriculum. Many of our staff members were in the Board of Studies of the University which designs the curriculum. In fact there was a drastic change in the curriculum of all the programmes when our affiliating university changed their pattern to Choice Based Credit and Semester System. During that period, many of our staff members participated in workshops conducted prior to the total restructuring of the curricula. Our College conducted a seminar on this subject and the proceedings were duly communicated to the University.

1.4.2 Is there a formal mechanism to obtain feedback from students and stakeholders on Curriculum? If 'yes', how is it communicated to the University and made use internally for curriculum enrichment and introducing changes/new programmes?

Yes. We have a formal mechanism to obtain feedback from students and other stakeholders on curriculum. As it is not practical to take feedbacks on all subjects separately from stakeholders (other than students; feedbacks are taken separately on all subjects from students), we have incorporated certain questions on curricula in the format given to them in order to simplify matters. Our teachers who were members of the Board of Studies communicated the findings directly and our individual faculty conveyed the findings by sending their suggestions to the University. These findings and conclusions were made use of when we plan our curriculum enrichment programmes.

1.4.3 How many new programmes/courses were introduced by the institution during the last four years? What was the rationale for introducing new courses/programmes?)

Three PG programmes and one UG programme were started during the last four years. In addition to that three Add on courses were also started.

- ❖ M. Sc. Chemistry- 2013-14 (Aided stream)
- ❖ M. Com. (International Business) - 2014-15 (Self-financing)
- ❖ M. Sc. Computer Science-2014-15 (Self-financing)
- ❖ B. Com. with Computer application-2014-15 (Self-financing)

Certificate course, Diploma course and Advanced Diploma courses in three subjects viz. Actuarial science, E-marketing and Information Technology was started in 2013-14.

Feedbacks received from different stakeholders and the evaluation and the analysis of the admission procedure over the years confirmed the increasing demand for commerce subjects. So after repeated applications and the formalities associated with it, we were given sanction for starting M. Com. and B. Com. From our deliberations with the facts we received from feedbacks and the analysis of the admission process, we could identify the inclination of student community towards pure sciences. So we applied for many

programmes in pure sciences and finally received sanction for starting M.Sc. Chemistry.

Any other relevant information regarding curricular aspects which the college would like to include.

The College has tried its level best to overcome the constraints of affiliation to the University in designing the Curriculum. The members of the Board of Studies, which frames the curriculum, is selected by the authorities of the University. Our faculty is ever willing to extend their services to the University whenever asked for. Still, the College collects feedbacks from all stakeholders, internal and external, on curriculum. The Department analyses the feedbacks and send their suggestions to the University Board of Studies. This shows their commitment towards the improvement of the Curriculum.

CRITERION II

TEACHING-LEARNING AND EVALUATION

2.1. Student Enrolment and Profile

2.1.1. How does the college ensure publicity and transparency in the admission process?

Centralized Allotment Process is followed in colleges affiliated to M G University for the UG courses and PG courses from 2010-2011 onwards. Students are free to opt for the course and college of their choice from the Website of Mahatma Gandhi University to which the college is affiliated. With the introduction of the CAP (Centralized Allotment Process), the admission process is through the new Single Window Procedure. Information about the commencement of admissions, the date of submitting the applications, fees for application etc are intimated by the University through the leading national and regional newspapers.

To ensure transparency and lucidity of the admission process, the College constitutes an admission committee which monitors the entire admission process. They meet regularly and formulate decisions regarding admissions. They don't have too much of freedom in their operations since the University formulates the admission policy and the College strictly adheres to it. The Government of Kerala also issues notifications regarding reservations and other issues under its purview.

As our College is in a rural area, we provide a help desk for candidates who are not conversant enough for applying online. This desk also provides information about the formalities of admissions.

The College is very particular about the courses being publicized to the community. A comprehensive prospectus is published every year which includes every details needed by a candidate such as courses offered, available seats, fee structure date of admission etc. Brochures are distributed to students seeking admission about the details of self financing courses offered by the College.

Advertisement is given in local media about the process of admission and other information.

Information regarding admission to the various courses offered by the college is given in the College website in detail. Hoardings are displayed on the side of roads giving details of courses offered.

2.1.2 Explain in detail the criteria adopted and process of admission Ex. (i) Merit (ii) Common admission test conducted by state agencies and national agencies (iii) combination of merit and entrance, merit and interview etc to various programmes.

The admission to all Undergraduate and Postgraduate Programmes of the college is governed by Mahatma Gandhi University Regulations and those The University will notify every year a uniform time schedule for admission to the various Programmes.

Admission to all UG/PG Programmes is through Centralized Allotment Process (CAP) and that process is entirely based on merit. Details of seats which are filled up through the Centralized Allotment Process and seats which are directly filled up by our College are as follows:

Open quota seats, SC/ST seats in aided streams and 50% of the total seats including seats reserved for SC/ST and SEBC in unaided programmes are filled through CAP. 20% of

the remaining 50 percent is reserved for SC/ST students. 20 percent of the remaining is reserved as Management quota and the final 10 percent is for the Nambuthiri community which runs the College and these seats are filled up by the College directly. Under management quota, the merit list for admission is prepared giving proper weightage to the social, economic and geographical profile of the applicants. The merit list for admission under community quota is prepared by considering the marks secured by the applicant for the qualifying exam.

Sl. No	Category	% of seats
1	Open merit	50
2	SC/ST	15/5
3	Management	20
4	Nambuthiri Community	10

Out of the open merit seats, 2 seats for a UG programme and 1 seat for every 20 PG seats are reserved for students with outstanding achievements in sports. Apart from this, 1 seat for every UG programme and 1 seat for every 20 PG seats are reserved for those with outstanding achievements in cultural activities. Another 3 percent of this open merit seats is reserved for persons differently abled. Over and above all these, an additional seat shall be created above the sanctioned strength for each UG and PG conventional Programmes exclusively for the purpose of accommodating students sponsored by the Union Territory of Lakshadweep.

In preparing the merit list for admissions under management quota, socio-economic status of applicants are also considered. For unaided programmes 50% of the seats come under open merit which will be filled from CAP and 50% under management quota, which is filled in the same manner as for aided courses. Lists prepared according to the above norms are displayed on the College notice boards and uploaded on the College website.

Selection Process:

After the publication of rank list, an interview is conducted during which the student is counselled on his/her choice of programme and the student is also given a clear idea of what is expected of him/her in the campus as far as character, conduct and academic performance is concerned. If the interview is successful, he is asked to pay the prescribed fees and the student is admitted to the College.

2.1.3 Give the minimum and maximum percentage of marks for admission at entry level for each of the programmes offered by the college and provide a comparison with other colleges of the affiliating university within the city/district.

The minimum percentage of marks specified by our affiliating University for admission to UG programme is 45% or C grade and 55% or C grade for PG programme. The College is at a receiving end as far as quality of input is concerned. Situated in a rural area with a population of under privileged people, we usually get very poor quality students as inmates. But with our dedication and hard work, we are always able to transform them into quality personnel which show in our results.

The following table shows a comparison of minimum and maximum marks at entry level of our college with that of a nearby college.

U Programmes	G	% of Marks in Entry Level			
		SSV COLLEGE		ST. PETERS COLLEGE	
		Highest%	Lowest%	Highest%	Lowest%
BA History		85	49	80	63
BA English		86	58	80	63

BA Hindi	84	60	89	58
B Sc Physics	94	66	87	69
B Sc Chemistry	90	65	92	56
B Sc Mathematics	92	58	93	58
B A Economics	85	60	87	74
B Com	96	65	96	81

2.1.4 Is there a mechanism in the institution to review the admission process and student profiles annually? If 'yes' what is the outcome of such an effort and how has it contributed to the improvement of the process?

We have a clear cut mechanism to review the admission process. The admission committee is met after the admissions are over and the admission process is reviewed extensively. The profile of the students is reviewed and measures are planned for next year. The demand for various programmes is analysed and measures are taken to apply for additional batches of some courses or to stop going on with some programmes. The management, which has a major role to play in the admission to the Management quota (20 % of total seats) and Nambuthiri Community seats (10 % of total seats), is duly informed about the profile of the students admitted in those quota so that they can take corrective measures like hiking the minimum mark limit etc. The review process enables the College to better the intake every year in spite of being in a disadvantaged position. Tutors maintain a profile of every student that records academic details which helps teachers to assess what is needed to bring about improvements in the students.

2.1.5 Reflecting on the strategies adopted to increase/improve access for following categories of students, enumerate on how the admission policy of the institution and its student profiles demonstrate/reflect the National commitment to diversity and inclusion

- * SC/ST
- * OBC
- * Women
- * Differently abled
- * Economically weaker sections
- * Minority community
- * Any other

The admission policies are formulated by the University and the State Government amends it from time to time. We strictly adhere to these regulations in everything connected with the admissions including reservations. In fact, SC/ST and other educationally and economically weaker sections constitute 68% of our students.

The following table substantiates the point.

Student Profile

Category of Students	Percentage
SC/ST	17
OBC	20
OEC (Minority community)	4
Girls	60
Economically weaker sections(Students receiving	27

scholarship under KPCR	
Differently abled	.24
Others	32

A Women's Cell is functioning in the college. 60% of students are girls. Students who belong to economically weak section are given concessions based on the Kumara Pillai Commission Report. Various stipends and scholarships are also made available to them according to the government rules. 20% seats are reserved for SC/ST candidates. They are also given relaxation in the minimum percentage of marks. Most of the departments produce sufficient funds to advance financial aid to students for fee payment, purchase of books, medical expenses etc.

2.1.6 Provide the following details for various programmes offered by the institution during the last four years and comment on the trends. i.e. reasons for increase / decrease and actions initiated for improvement.

Centralized Allotment Process is followed in colleges affiliated to M G University for the UG courses and PG courses from 2010-2011 onwards. So we are not able to get the statistics of number of applications and the demand ratio.

The sanctioned strength in certain departments is not reached due to the lack of qualified candidates in reserved categories and the strength is further reduced when students opt for professional courses after completing the admission procedure.

Action initiated for improvement:

The demand for certain programmes is rising like in the case of Commerce and Chemistry where as in the case of Bio Science, it is on the decline. So we have decided to start a new M. Com course and we are in the process of stopping MSc in Bio Sciences.

Applications for new courses are under consideration of the University and the State Government. If the demand is high our College applies for a marginal increase in seats in various programmes and the University usually sanctions it.

2.2 Catering to Student Diversity

2.2.1 How does the institution cater to the needs of differently-abled students and ensure adherence to government policies in this regard?

Three percentages of the seats are reserved for differently abled candidates for all Programmes. One percentage of seats shall be reserved for each of the three sections of the physically handicapped (Blind, deaf and orthopedically challenged). Class rooms are arranged taking into account the convenience of the differently-abled. The vehicles bringing them are allowed to go as near to the class room as possible. Wheel chair is provided to those who are in need of it. Ramps are made for the use of these wheel chairs by the differently-abled.

2.2.2 Does the institution assess the students' needs in terms of knowledge and skills before the commencement of the programme? If 'yes', give details on the process.

YES. An aptitude test is conducted after admission through which the students knowledge and skills for a particular programme is assessed. An orientation class is conducted for the newly admitted students and their parents to give a clear cut idea about the course.

2.2.3 What are the strategies adopted by the institution to bridge the knowledge gap of the enrolled students (Bridge/Remedial/ Add-on/Enrichment Courses, etc.) to

enable them to cope with the programme of their choice?

At the start of the academic year an aptitude test is conducted to identify the interest of the students and to classify them. The students who are educationally disadvantaged and backward are identified and are encouraged to work hard and catch up with the rest. Each department arranges remedial teaching for the needy students. Such students are identified on the basis of their performance in the evaluation tests. Their parents are called to the department and advised on the ways and means of bettering the standard of the students.

Bridge Course

Bridge course is conducted by all departments for the entrants for giving them basic idea about the subject and course.

Scholar Support Programme (SSP)

SSP programme has been started in the college with the financial aid from Higher Education Council and Government of Kerala to support academically weak students from various departments. Eight students are chosen from a department and given coaching for a particular subject and financial assistance is also provided for purchasing study materials.

Additional Skill Acquisition Programme (ASAP)

College conducts ASAP which aims to build up additional skills for employability, with the financial assistance from Higher Education Department and Government of Kerala.

Add-on courses

Add-on courses are conducted by the departments of Commerce, Computer Science and Economics. Department of Commerce offers an add-on course in E-marketing, Department of Computer science in IT and Department of Economics in Actuarial Science.

Walk With Scholar

We have another programme called Walk with Scholar sponsored by the Higher Education Department of the Kerala Government. “Walk With Scholar” programme is aimed at giving specialized mentoring for students in UG Courses and to provide guidance for their future. The scheme introduces the idea of mentoring and builds on the concept of mentor as a ‘guide’ and ‘friend’.

2.2.4 How does the college sensitize its staff and students on issues such as gender, inclusion, environment etc.?

The issues pertaining to gender are handled by the Women’s Forum, which is very active in the College. The Forum aims at all round development of the girl students of the College and of its other members as well. It also aims at changing the mindset of the women of the neighbouring areas and of the nearby villages for equipping themselves socially, culturally as well as economically to fight against the age-old gender discrimination and to assist women to enjoy their rights within the family, community and the society.

The organization sponsors lectures, discussions and such meetings designed to make women and men more aware of women's issues and to explore interpersonal relationships in an attempt to foster a free expression of ideas and thus a greater understanding between the sexes.

The environmental issues are handled by a dynamic Nature Club called “Bhaumika”. Bhaumika teaches the students that environmental education is a lifelong process that encourages exploring, raising questions, investigating issues and seeking solutions to environmental and social problems. This Club seeks to create awareness on environmental issues through its activities. Students are encouraged to take membership in the Nature Club. They are provided opportunities to study and admire the environment and thereby understand the need to conserve nature's bounty.

Department of History has opted for the open course Environmental History and the Department of Economics has chosen Environmental Economics which clearly shows the significance of environmental studies.

Department of Chemistry has the Choice Based Course Environmental Chemistry during the sixth semester which enables the students to study mainly the chemical aspects of environmental issues. Students also learn about environmental management and impact assessment, toxic effects of pollutants and air, water and soil pollution. The open course offered by the Department of Chemistry during the fifth semester named Chemistry in Everyday life helps the students of other departments as well to comprehend the environmental hazards of plastics and they also get useful ideas about recycling of plastics and biodegradable plastics.

On behalf of the NSS and the Nature Club, the College celebrate the World Environment Day every year. World Environment Day (WED) is the United Nations' principal vehicle for encouraging worldwide awareness and action for the environment. Over the years it has grown to be a broad, global platform for public outreach that is widely celebrated by stakeholders in over 100 countries. It also serves as the 'people's day' for doing something positive for the environment, galvanizing individual actions into a collective power that generates an exponential positive impact on the planet.

2.2.5 How does the institution identify and respond to special educational/learning needs of advanced learners?

Advanced learners are identified early and efforts are made to give them opportunities to improve further through additional assignments and projects. Various scholarships and endowment prizes are instituted for the students reaching the top in every discipline.

Walk With Scholar programme proposes to arrange specialized mentoring programs for students in under graduates programme in Arts, Science and Commerce and to provide guidance for their future. The scheme introduces the idea of mentoring and builds on the concept of mentor as a 'guide' and 'friend'. Walk With Scholar programme would target the first semester degree programme (B.A/ B.Sc / B.Com) in which additional curricular support would be offered.

2.2.6 How does the institute collect, analyze and use the data and information on the academic performance (through the programme duration) of the students at risk of drop out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc. who may discontinue their studies if some sort of support is not provided)?

We have a very efficient Tutorial system which functions according to the needs of the students. A Tutorial Coordinator is appointed every year and he is responsible for the Tutorial function of the College. This is a welfare system, probably second to none. At the start of their programme, all students will be assigned a Personal Tutor, who is a member of faculty, by their Department. So every student has a personal Tutor, a member of the respective faculty, who is available for advice to solve problems, be personal or academic. These Tutors, together with the HoDs and the coordinator himself, ensure that all students have lots of help available – HoDs should they need it.

This Tutorial system goes hand in hand with the Student Counselling Centre. The Tutors identify students with problems and send them first to the Counsellor who is a staff member. The counsellor in turn refers the students to a professional counsellor who visits the College twice a month, should the student need it.

All Departments have their own funds to support economically disadvantaged students. The faculty, after identifying students who are at the risk of drop out and visit

their houses (please refer Best Practice-1) in order to find out the economic and social position of the student.

2.3 Teaching-Learning Process

2.3.1 How does the college plan and organize the teaching, learning and evaluation schedules? (Academic calendar, teaching plan, evaluation blue print, etc.)

Academic calendar: At the beginning of the Academic year, a provisional Academic Calendar is prepared (changes will be made to this calendar after University Academic Calendar is received) by the Principal in consultation with HoDs. All major activities of the College, academic and other, like examination dates, dates of assignment etc. are planned and included in the Calendar. Based on this, all departments prepare a detailed semester teaching plan. The total number of teaching days available during each session is counted, excluding holidays; the syllabus is unitized, and each topic is assigned requisite number of classes so that the syllabus can be covered in a planned and systematic way. So far as the evaluation blue print is concerned, students are informed at the very beginning that they will have to go through a continuous process of evaluation through the mid-term examination and annual examination before being allowed to sit for University examination.

Academic Audit: A team from the IQAC headed by the Principal conducts an Internal Academic Audit of each department towards the end of each year to ensure that the academic calendar, teaching plan formulated at the department level and the documentation system as prescribed by the IQAC is adhered to.

Evaluation: At the end of each semester students are assessed internally on the basis of attendance, assignments, student seminars and two internal examinations. Students are awarded internal grades on the basis of the performance in the above criteria. Consolidated internal evaluation grades awarded to each student are submitted to the University as per the schedule.

2.3.2 How does IQAC contribute to improve the teaching –learning process?

The IQAC functions as an overall advisory body operating constantly for the betterment of the teaching learning process. It is from the deliberations of IQAC meetings that new ideas are brought forward. For example suggestion to buy inter-active projectors for every Department was put forward in the IQAC meeting and has been implemented. The decision to shift the Library to a bigger building was first taken in the IQAC meeting. In fact IQAC act as a supervising body which monitors the formulation of quality enhancement measures.

Some of the functions of IQAC:

- It supervises the preparation of year plan, College Handbook, academic calendar and the timely conduct of activities recorded in it.
- Support and guidance is given to Departments in the conduct of seminars and other academic activities.
- It conducts SWOC analysis of the whole College and supervises the SWOC analysis of individual Departments.

In fact all activities conducted in the College for the improvement and sustenance of quality is supervised by IQAC.

2.3.3 How is learning made more student-centric? Give details on the support structures and systems available for teachers to develop skills like interactive learning, collaborative learning and independent learning among the students?

We are in the process of shifting our teaching learning process to student-centric from being Teacher-centric. The use of technology like smart class rooms etc. enables the

teacher to be student centric. 7 of our class rooms are fitted with the latest equipment of inter-active projector having high speed internet connection. All faculties are sweet-talked into using smart class room which can be shared between Departments and faculty. The seminar hall also has a smart board with state of the art audio equipment for bigger classes. More and more seminars and assignments are given to students in an attempt to make learning more student-centric. Our College has a well equipped language laboratory for improving communication skills.

Teaching methodology classes have taught us the techniques of inter-active learning and we are slowly trying to incorporate it to our teaching methods. We always encourage collaborative learning by making groups of students to learn together. Moreover students are wheedled to use the Library which has a copious collection of about 25,000 volumes, subscription to INFLBNET, internet browsing facility for students, multimedia resources and a digital library for independent learning.

2.3.4 How does the institution nurture critical thinking, creativity and scientific temper among the students to transform them into life-long learners and innovators?

Critical thinking and creativity is developed in the students in the following ways:

- Seminars / Invited Talks / Workshops
- Projects beyond syllabus
- Group discussions, quiz and debates organized by various clubs

Activities of various clubs and forums help to inculcate critical thinking in students. Creativity of the students is brought out by innovative student- centric activities like the College Magazine, Departmental Magazines / Journals, and co curricular/ extra-curricular events. NSS also plays an important part in the development of critical thinking. Debate club also leads to the same goal. The scientific temper of the students is intensified with the activities of Science Forum. The Science Forum of SSV College aims at promoting awareness among students about the recent developments in science and technology through seminars, workshops, lectures, surveys and projects. Thus the culture and climate of the institution enables students to be lifelong learners and innovators.

2.3.5 What are the technologies and facilities available and used by the faculty for effective teaching? Eg: Virtual laboratories, e-learning - resources from National Programme on Technology Enhanced Learning (NPTEL) and National Mission on Education through Information and Communication Technology (NME-ICT), open educational resources, mobile education, etc.

Computers and laptops are frequently used in both class room teaching as well as in seminar presentations by the faculty so that audio-visual presentations may have a lasting impression on young minds. They are all connected with the internet so that material from the internet can be downloaded whenever required. Moreover seven state of the art e-classrooms have been set up with the inter-active projectors with a high speed internet connection. We have a leased line of unlimited, subsidized internet connection from BSNL with a speed of 10MBPS.

The college provides students access to internet so that they can read on-line latest developments in their respective disciplines and download necessary study materials as well. The UGC Resource Network Centre with its multiple computers and internet connection is exclusively meant for use by the students.

Use of ICT tools has a positive effect on student learning. The college is a part of the UGC-INFONET Digital Library Consortium and all e-resources subscribed for the college under the N-LIST project are now accessible to SSV College Library through the N-LIST as part of the initiative of the NME-ICT of the HRD ministry. Uses of Open Educational Resources like Khan Academy, Math Forum etc. are encouraged within the campus. The

College has subscribed to NMICET of NPTEL by which we have procured 3.5 TB of educational data which is used by the students and teachers. A well equipped Language Lab helps the teachers to enhance the communication skills of students.

2.3.6 How are the students and faculty exposed to advanced level of knowledge and skills (blended learning, expert lectures, seminars, workshops etc.)?

The faculty is continuously engaged in academic improvement and attends orientation, refresher courses, and short term soft-skill courses organized by the UGC/University. Many of them are also engaged in research.

Faculty and students are permitted to attend /present papers in the seminars, workshops, symposiums, conferences etc conducted by the other institutions on recent development in their respective fields.

Departments organize student seminars, guest lectures, UGC sponsored seminars to expose students to advanced level of knowledge, skill and research in the respective disciplines. Study material and links are uploaded on DSpace for the use of students and teachers alike. Students attend and participate in intercollegiate seminars, fests, public lectures, and institutional visits to widen their horizons. We are in the process of advocating blended learning in the campus as we are shifting more and more towards technology-mediated instruction.

- ❖ In addition to being a great help to the faculty in areas of research, the College Library resources which include OPAC (Online Public Access Catalogue) services, internet services, UGC INFLIBNET services, reprography services and book lending services help the students and expose them to higher research fields.
- ❖ Sree Sankara Cultural Study Centre, which was established in 1993, is an important means in realizing the vision of our college which is to promote higher education in conformity with the values and ideals propagated by the great philosopher Adi Sankara. This forum conducts seminars, debates and classes in the subjects of Vedanta, which promotes learning in all fields of knowledge and to enhance the cultural and spiritual level of people, especially youth.

2.3.7 Detail (process and the number of students benefitted) on the academic, personal and psycho-social support and guidance services (professional counselling/mentoring/academic advise) provided to students?

The Student Counselling Centre, functioning in the campus, provides psycho-social support and guidance services to assist students from all cultural backgrounds to accomplish their academic, career, and personal developmental goals. We are dedicated to helping students achieve academic success, personal growth, balance and appreciation for diversity. The Student Counselling Centre provides programs and services designed to assist students in achieving emotional well-being necessary for success. Our mission is to help students manage academic and personal demands more effectively. All counselling is confidential.

Functions of the Cell:

The Counselling Cell works hand in hand with our Tutorial System. It has 3 stages in its function. First, the tutors during the course of their inter-actions with the students identify students with problems like learning disorders, behavioural problems etc. and try to counsel them. If they are not able to solve the problem, they are referred to the staff counsellor who is qualified for the job. If the problem is still more severe, he/she is referred to a professional counsellor who visits the College twice a month. His Counselling focuses on the emotional, intellectual, spiritual, physical, occupational and social development of students.

2.3.8 Provide details of innovative teaching approaches/methods adopted by the

faculty during the last four years? What are the efforts made by the institution to encourage the faculty to adopt new and innovative approaches and the impact of such innovative practices on student learning?

The faculty uses various innovative approaches to enhance the teaching-learning process such as use of Open Educational Resources (OERs), tutorial sessions, discussions and debates, presentations and projects etc. Computer assisted learning is fundamental to the teaching learning process adopted by the college. Teachers regularly use the internet to keep abreast of latest information. The UGC sponsored INFLIBNET goes a long way in aiding this procedure. Power point presentations and technologically illustrated talks ensure that optimal use is made of the modern technical facilities available to the present day academic community. The teachers are always exhorted to the use of these modern techniques and all possible assistance like the know-how to use the gadgets, assistance in preparing teaching aids, the best way to search for a topic on the internet etc.

It was when the students were getting tired of the age old, sometimes boring, lecture method, we started to introduce the student centric ways of teaching and learning. The impact of such innovative practices on student learning has been remarkable. Percentage of students absenting from the class started to drop, and those students who were sitting idle, dozing away the time, were found to be very active in the class.

2.3.9 How are library resources used to augment the teaching- learning process?

The library has an extensive collection of about 25,000 volumes which include all types of books. The Central Library has also subscribed to many journals the use of which goes a long way in making the learning student centric. INFLIBNET facilities available in the library and departments enable the students and staff access to about 3000 e-journals and e-books free of cost. Access to archives of the journals is also available through this facility.

In addition to the central library having a wonderful collection of books on various subjects, all Departments have their own library. Projects and reports prepared by the final year students are available in the department libraries for reference purposes. Apart from the book lending facility, our Departments have “Book Bank Facility” in which books are lent for a whole semester.

The students are encouraged to use the Library more and more by the staff.

As a part of continuous assessment, students are given assignments and projects for which reference is essential. The library remains open from 9 am to 5 pm on week days and Saturdays.

2.3.10 Does the institution face any challenges in completing the curriculum within the planned time frame and calendar? If ‘yes’, elaborate on the challenges encountered and the institutional approaches to overcome these.

No. The Institution doesn’t face any challenges in completing the curriculum within the planned time frame and calendar nowadays as the faculty members plan their teaching schedule (Semester Teaching Plan) based on the syllabus to be covered. Some years back, student politics and the resultant unrest was out of control. We were losing classes due to student agitations for reasons unknown to us or having no connection with us. So, in 2011-12, our Management moved Court and received an order banning all political activity inside the Campus and instructing the Police to provide us with an environment conducive to the smooth conduct of classes. After that we are able to complete the syllabus within the stipulated time. If at all somebody lags behind due to some unexpected reasons, the portions are covered conducting special classes on holidays or before or after the regular class hours.

2.3.11 How does the institute monitor and evaluate the quality of teaching learning?

The quality of the academic process is evaluated through regular test papers, seminar presentations and assignments and the progress of the same is reported to the parents. An efficient Tutorial System helps to monitor the quality of teaching learning to a great extent. Feedbacks are also used for the same purpose.

2.4 Teacher Quality

2.4.1 Provide the following details and elaborate on the strategies adopted by the college in planning and management (recruitment and retention) of its human resource (qualified and competent teachers) to meet the changing requirements of the curriculum

Highest Qualification	Associate Professor		Assistant Professor		Others		Total
	Male	Female	Male	Female	Male	Female	
Permanent Teachers							
PhD	1	1	3	2	Nil	Nil	7
MPhil	2	1	3	7	Nil	Nil	13
PG	5	3	12	20	Nil	Nil	40
Temporary teachers							
PhD	Nil	Nil	Nil	Nil	Nil	Nil	Nil
MPhil	Nil	Nil	Nil	3	Nil	Nil	3
PG	2	Nil	Nil	15	Nil	Nil	17
Part-time teachers				Nil			

The college follows a lucid, unprejudiced, and judicious process for the selection of teaching faculty. Even while a 50-50 ratio is preserved for open and community quota, candidates with excellent academic background and professional qualifications are selected.

- Teachers are recruited according to UGC, State Government and the University regulations. A 1:1 ratio of open and community quota is maintained.
- Vacancies are identified considering the workload and advertised in the national dailies.
- From the list of applicants, eligible candidates are called for an interview.
- The College Management selects competent faculty giving priority to merit and performance.
- The interview board consists of the Manager of the College, a Government nominee (an IAS officer not below the rank of Deputy Secretary), the Principal, a subject expert, and any representative nominated by the Manager.
- The candidate's performance in the interview along with their academic merit is considered and a rank list is prepared. P.G with 55% of marks along with NET/PhD is the minimum qualification but due weightage is given for marks at the P G level and M Phil / Ph D/ PDF and research publications.
- After the interview results are published and the selected candidates are informed.
- Appointment is done in the order of ranks in the list.
- If there is a delay in getting government concurrence for appointments, guest faculty are appointed by the college. The selection process of guest faculty is done

after an interview conducted by the Principal and the HoD of the concerned department.

Retention of its human resources is not much of a problem since the UGC pay scale given to our permanent teachers is too good that not many can afford to throw away their jobs. Due to the same reason, qualified hands are easily available whenever a vacancy is published.

2.4.2 How does the institution cope with the growing demand/ scarcity of qualified senior faculty to teach new programmes/ modern areas (emerging areas) of study being introduced (Biotechnology, IT, Bioinformatics etc.)? Provide details on the efforts made by the institution in this direction and the outcome during the last three years.

We have never felt any scarcity of staff since new appointments in the respective disciplines are made whenever a new area of study is introduced. Moreover, the Academic Staff College of various Universities provides refresher courses and workshops for this purpose and we take advantage of that. The institution also encourages the faculty to avail FIP sponsored by the UGC for completing Ph.D. In addition to this the institution invites retired faculty members to deliver talks on selected topics. Guest speakers from nearby colleges are also invited for giving further exposure.

2.4.3 Providing details on staff development programmes during the last four years elaborate on the strategies adopted by the institution in enhancing the teacher quality.

a) Nomination to staff development programmes

IQAC inform the faculty about the details of quality enhancement programmes available all over India, sponsored by the UGC or other agencies. The teachers are given leave after the class arrangements are made in the Department during his/her absence.

Academic Staff Development Programmes	Number of faculty nominated
Refresher courses	12
HRD programmes	
Orientation programmes	9
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / winter schools, workshops, etc.	1

b) Faculty Training programmes organized by the institution to empower and enable the use of various tools and technology for improved teaching-learning

- ❖ Teaching learning methods/approaches
- ❖ Handling new curriculum
- ❖ Content/knowledge management
- ❖ Selection, development and use of enrichment materials
- ❖ Assessment
- ❖ Cross cutting issues
- ❖ Audio Visual Aids/multimedia
- ❖ OER's
- ❖ Teaching learning material development, selection and use

Teaching learning methods/approaches:

Training classes are conducted by the Department of Computer Science for teachers who do not have sufficient knowledge of the use of teaching aids like inter-active board,

inter-active projector, language lab etc. Training, conducted by the personnel from the company supplying these equipments, is also arranged whenever a new equipment is bought. Teaching methodology classes are also arranged to make the faculty aware of the new approaches in teaching learning methods.

Handling new curriculum:

Orientation programmes are arranged at the College level whenever a revision of syllabus is made. When our affiliating University shifted to CBCSS (Choice Based Credit and Semester System), our College conducted a one day workshop, intended to inform and update the faculty on the changes and revision. Many teachers attended classes and seminars conducted by the University towards the same goal.

Content/knowledge management:

Our College has installed the DSpace software in the network and we have a very good and effective intranet for sharing the knowledge. Classes are conducted by the Department of Computer Science for enlightening the faculty about using the software.

Selection, development and use of enrichment materials:

Teachers are encouraged to take part in the enrichment activities of students whenever it is possible. Almost all teachers are in charge of some of the activities and the IQAC gives instructions on the conduct of those enrichment activities. We have given the list of enrichment activities available inside the campus elsewhere.

Assessment:

During the process of transition to CBCSS, the method of assessment also changed and the assessment methods were also discussed in the classes conducted for familiarising the curricula

Cross cutting issues:

The teachers are regularly sensitised about the cross cutting issues by more ways than one. The faculty also are participants in the activities of Women's forum, Nature club etc. which educate the students on those cross cutting issues.

Audio Visual Aids/multimedia:

Classes are conducted regularly, at least once a year for the entire faculty in using Multimedia Audio Visual Aids. Over and above that, the faculty is free to approach the Computer Science Department and seek their help whenever they need it.

OER's

Open Educational Resources are freely used by our staff and students. The techniques of using them effectively also are discussed during the classes mentioned above.

Teaching learning material development, selection and use:

Teachers can approach the Department of Computer Science for any sort of help in the development of teaching aids such as audio visual presentations etc. They are always of great help.

c) Percentage of faculty

- ❖ Invited as resource persons in Workshops / Seminars / Conferences organized by external professional agencies
- ❖ Participated in external Workshops / Seminars / Conferences recognized by national/ international professional bodies
- ❖ Presented papers in Workshops / Seminars / Conferences conducted or recognized by professional agencies

Participation of faculty in Seminar/Work shop/Conferences

Invited as resource persons		Participated in External seminars / workshops / conferences		Presented papers in External seminars/ workshops/ conferences	
National	International	National	International	National	International
		314	21	67	11

2.4.4 What policies/systems are in place to recharge teachers? (eg: providing research grants, study leave, support for research and academic publications teaching experience in other national institutions and specialized programmes industrial engagement etc.)

We have a distinct and clear-cut plan of action to rejuvenate our teachers.

- Duty leave is sanctioned whenever a teacher intends to go for a seminar, refresher course or any other programmes aimed to recharge them academically. Classes are arranged accordingly in the Department.
- Study leave is granted with salary, in case of FIP and without salary if otherwise.
- IQAC informs the faculty about the notifications calling for research papers and encourage them for writing them.
- The notifications about the conduct of seminars, conferences and workshops are also notified to them and they are urged to take part in them.

2.4.5 Give the number of faculty who received awards / recognition at the state, national and international level for excellence in teaching during the last four years. Enunciate how the institutional culture and environment contributed to such performance/achievement of the faculty.

Nil

2.4.6 Has the institution introduced evaluation of teachers by the students and external Peers? If yes, how is the evaluation used for improving the quality of the teaching-learning process?

Evaluation of teachers by the students is done every year and the confidential reports are shared with teachers. Teachers are counselled by the Principal and the respective HoD to make improvements wherever necessary. In addition to this, our College conducts Micro-teaching in which evaluation by Peers as well as self-evaluation is conducted.

Micro-teaching:

Micro-teaching is a method by which the self evaluation as well as evaluation by the peers is conducted. The mechanism of micro-teaching works thus; The teacher is asked to deliver a lecture to an audience of experts and a group of peers for a limited time. The session is videotaped for later viewing and discussion. The tape is then viewed again by the teacher, the experts and colleagues. The performance is evaluated by the viewers and their suggestions help the teachers to improve their teaching skills.

2.5 Evaluation Process and Reforms

2.5.1 How does the institution ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes?

Orientation programmes are arranged at the College level for the faculty whenever a revision of syllabus is made and a change in evaluation methodology is made by the University. When our affiliating University shifted to CBCSS (Choice Based Credit and

Semester System), the evaluation method was changed and our College conducted a one day workshop, intending to inform and update the faculty on the changes and revision. Many teachers attended classes, workshops and seminars conducted by the University towards the same goal.

As far as students are concerned, the teachers explain extensively about the evaluation techniques used in order to avoid confusion. Furthermore, the prospectus, given at the time of student receiving the application form the College office (in the case of online admissions, at the time of admissions), contains the details of evaluation techniques. Our web site also contains a copy of our Prospectus which can be accessed by all stakeholders. Students and parents are briefed about the evaluation process at the time of admissions.

2.5.2 What are the major evaluation reforms of the university that the institution has adopted and what are the reforms initiated by the institution on its own?

Choice Based Credit Semester System was introduced by the Mahatma Gandhi University for undergraduate programs from 2008-2009 onwards, for the renovation and rejuvenation in the field of higher education.

- The evaluation of each course consists of two parts – Internal assessment and External assessment.
- The Internal: External assessment ratio shall be 1:3.
- The college has introduced two centralized internal examinations for each semester.
- The Internal and External examination shall be evaluated using Direct Grading System based on 5 point scale with letter grading from A to E.
- The overall grade for a programme for certification shall be based on Cumulative Grade Point Average (CGPA) with a 7 point scale from A+ to D.
- A separate minimum of D grade for internal and external are required for a pass of the course.
- For a pass in a programme a separate minimum Grade D is required for all the courses and must score a minimum CGPA of 2.00 or an overall grade of C+ and above.
- The institution has taken necessary steps for the proper conduct of Internal assessment at the college level. Periodic test papers are conducted.
- From 2013 admissions onwards university has revised the evaluation process. The evaluation process consists of two components. One internal evaluation and an external evaluation. Internal evaluation consists of 20 % of the maximum marks and external evaluation consists of 80% of the maximum marks.

The College does not, or to put it correctly, is not entitled to adopt any evaluation reforms on its own.

2.5.3 How does the institution ensure effective implementation of the evaluation reforms of the university and those initiated by the institution on its own?

Internal evaluation is done by continuous assessments of the elements like, Attendance, Assignments, Seminars and Class tests. The evaluation of all components is published on the department notice board. All documents of internal assessment kept in the college for 2 years and shall be made available for verification by the university. The responsibility of evaluating the internal assessment is vested on the teacher(s) who teach the course. A student has all right to know how the teacher arrived at the grade. The College has provision for a three-level redressal of grievances of the students regarding evaluation.

When the results of the internal assessment are put on the notice board, students are free to approach the teacher in charge and if necessary, the Head of the Department. If the complaints are not resolved satisfactorily, they can bring their grievances before the Grievance Redressal Cell for clarifications. The University offers a provision for further discussion, if grievances are not solved at the college level.

2.5.4 Provide details on the formative and summative assessment approaches adopted to measure student achievement. Cite a few examples which have positively impacted the system.

At SSV College, the formative assessment starts with an aptitude test conducted before the beginning of the programme. This test help the teachers to find out the standard of the student and students are categorised into 3 Viz. Slow learners, average learners and advanced learners and dealt accordingly. This has positively impacted the system. Then after the start of the programme, every student is continuously assessed with the help of assignments, test papers, mid-term examinations etc. In short, formative assessment is done at the College level the process of which is given as answer to question number 2.5.2

Summative assessment is done by the University through the University examinations. The

PG courses are re-structured to suit the Credit Semester System (CSS) to be followed in accordance with the norms of the Mahatma Gandhi University. The assessment ratio between internal and external examinations is 1:3 and evaluation is done using direct grading system on a 5-point scale.

2.5.5 Detail on the significant improvements made in ensuring rigor and transparency in the internal assessment during the last four years and weightages assigned for the overall development of students (weightage for behavioural aspects, independent learning, communication skills etc.

The college strictly adheres to the rules and regulations of the University regarding assessment and ensure complete transparency in the process. The internal assessment grades are displayed in the Department notice board. Answer scripts test papers and terminal examinations are returned to the student to ensure transparency. The affiliating University does not provide weightage for behavioural aspects, independent learning, communication skills etc. But during laboratory sessions behavioural aspects are also given weightage. Communication skills are taken into consideration while assessing seminars, group discussions, debates etc.

2.5.6 What are the graduates attributes specified by the college/ affiliating university? How does the college ensure the attainment of these by the students?

The College ensure the attainment of its Graduate attributes through a host of activities. In fact every activity, curricular, co-curricular or extra-curricular, is aimed at the acquisition of these attributes.

Graduate attributes of SSV College

Graduate attributes	Description
Academically excellent	<ul style="list-style-type: none"> • have a strong sense of intellectual integrity and the ethics of scholarship • have in-depth knowledge of their specialist disciplines • be excellent in communication skills • be adept at learning in a range of ways, including through information and communication technologies
Knowledge across disciplines	<ul style="list-style-type: none"> • examine critically, evaluate knowledge across a range of disciplines • have the capacity to participate fully in collaborative learning and

	to confront unfamiliar problems
Leaders in communities	<ul style="list-style-type: none"> • initiate and implement constructive change in their communities, including professions and workplaces • have excellent interpersonal and decision-making skills, including awareness of personal strengths and limitations
Attuned to cultural diversity	<ul style="list-style-type: none"> • value different cultures • be well-informed citizens able to contribute to their communities wherever they choose to live and work
Active global citizens	<ul style="list-style-type: none"> • accept social and civic responsibilities • be advocates for improving and the sustainability of the environment • have a broad global understanding with a high regard for human rights, equity and ethics

2.5.7 What are the mechanisms for redressal of grievances with reference to evaluation both at the college and University level?

The College has provision for a three-level redressal of grievances of the students regarding evaluation.

When the results of the internal assessment are put on the notice board, students are free to approach the teacher in charge and if necessary, the Head of the Department. If the complaints are not resolved satisfactorily, they can bring their grievances before the Grievance Redressal Cell of the College for clarifications. The University offers a provision for further discussion, if grievances are not solved at the college level.

2.6. Student performance and Learning Outcomes

2.6.1 Does the college have clearly stated learning outcomes? If 'yes' give details on how the students and staff are made aware of these?

The University syllabus explicitly states the Learning Outcomes of some of the courses. For other courses, College has clearly stated learning outcomes. The faculty explains the students about these learning outcomes at the time of admission. The detailed learning outcome of each department is kept in the concerned department.

2.6.2 Enumerate on how the institution monitors and communicates the progress and performance of students through the duration of the course/programme? Provide an analysis of the students results/achievements (Programme/course wise for last four years) and explain the differences if any and patterns of achievement across the programmes/courses offered.

The progress and performance of students through the duration of the programme is monitored with the help of test papers, terminal examinations, seminars, projects and presentations etc. There is a clear-cut and distinct system of evaluation in place which includes the activities listed above. The students and their parents are duly informed about the results of these evaluations and efforts are proposed to take corrective measures for those lagging behind. We do everything we can to make these evaluations transparent also.

S S V COLLEGE-- RESULT ANALYSIS

Title of the Programme	Result %			
	2010-11	2011-12	2012-13	2013-14
BA History	85	89	94	81

BA English	78	88	96	100
BA Hindi	88	90	65	90
BA Economics	76	87	68	90
B Com	97	98	97	95
BSc Physics	68	93	77	70
BSc Maths	65	59	79	85
BSc Chemistry	90	76	83	80
BSc Computer	50	86	91	90
M Com	100	97	65	68
MSc-Bio Science	60	67	100	100
MA History	69	73	63	72

Overall results are good considering the standard of intake of students. No definite patterns can be arrived at analysing the results over the years. Extra efforts such as special classes etc. are arranged whenever the result of a particular course has gone down.

2.6.3 How are the teaching, learning and assessment strategies of the institution structured to facilitate the achievement of the intended learning outcomes?

The whole mechanism of teaching, learning and assessment strategies are structured to facilitate the achievement of the intended learning outcomes.

2.6.4 What are the measures/initiatives taken up by the institution to enhance the social and economic relevance (student placements, entrepreneurship, innovation and research aptitude developed among students etc.) of the courses offered?

Many of our courses such as B Sc computer Science, Vocational English etc. are extremely relevant socially as well as economically and they are very much job oriented. From the feedback we receive from different stakeholders, we inform the University about the effectiveness of the curriculum and the importance of being socially and economically relevant. The enrichment activities of the College are also aimed at the same goal. To increase the employability of the programmes, our placement cell plan and execute many activities like coaching for NET/Bank Test etc are arranged for students. They also provide reliable and comprehensive career information source for students. With the aim of promoting entrepreneurship, seminars, talks by experts, industrial visits etc are conducted. Our Commerce Department conducts a fair called AKRAYA every year.

The projects at the final semester of each programme help prepare students for research in the future. The teachers also encourage them to read the journals to arouse their innovation and research aptitude.

2.6.5 How does the institution collect and analyze data on student performance and learning outcomes and use it for planning and overcoming barriers of learning?

The excellent performance of the Tutorial System is the backbone of our efficient teaching learning process and this arrangement enables us to collect and analyze data on student performance and learning outcomes and use it for planning and overcoming barriers of learning. . Feedback from students, parents and alumni also help us to evaluate the student performance. Furthermore, the evaluation system (explained elsewhere), which is in place as a part of teaching learning process, also helps us to accomplish the same goal

2.6.6 How does the institution monitor and ensure the achievement of learning outcomes?

As a first step towards the achievement of learning outcomes, the Principal, during the Counselling given to the new students and their parents, explains about the knowledge, skills, or attitudes which are expected of them once they complete the course. The class tutors also does the same once the classes are started. The Tutorial system of our College,

explained elsewhere, helps us to monitor and ensure the achievement of learning outcomes. The CBCSS continuous internal evaluation system enables us to monitor the achievement of learning outcomes. The institution employs internal test papers, practical tests, assignments, seminars, group discussions, projects etc to successfully value the learning outcomes and take necessary steps to correct the shortcomings.

Any other relevant information regarding Teaching-Learning and Evaluation which the college would like to include.

Being an affiliated college, we have constraints regarding the procedure of teaching, learning and evaluation. But we are doing the maximum to overcome this drawback. We have applied for a number of new courses to the University and we are ready to start these courses even in self-financing stream. During the last 4 years we were able to start 3 PG and 1 UG courses.

Applications for new courses are pending with the University:

CRITERION III

RESEARCH, CONSULTANCY AND EXTENSION

3.1 Promotion of Research

3.1.1 Does the institution have recognized research center/s of the affiliating University or any other agency/organization?

No. The institution doesn't have a recognised research centre. But Sree Sankara Cultural Study Centre, under the auspices of Sree Sankara Trust, is undertaking research projects. This Study Centre was established on 19th August 1993. The centre is an interdisciplinary one which helps in propagating ideals and teachings of the great sage. It has a good collection of Sankaracharya's works, a rare manuscript library to propagate the unique moral concepts in the Vedas and Puranas so as to unify the minds of people in viewing and realising the cultural and political integrity, which in turn motivates the new generation to overcome the hassles of day to day life. It also promotes learning in all fields of knowledge and enhances the spiritual level of people especially youth.

Since its establishment the study centre has been conducting discourses and lecture series by eminent scholars and personalities in the field of Vedas, Vedanthas, History, ancient Indian studies, Folklore studies and manuscript studies. The Advisory Committee comprises of the Chairman, the Principal Co-ordinator, the Convenor and external experts.

Ongoing Research projects:

- * Collection and Digitalisation and of Manuscripts.
- * Translation of a book on Indian Mathematics by Dr. C. Krishnan Nambuthiri, for which the Study Centre had awarded the Vijnana Peetom award.

3.1.2 Does the Institution have a research committee to monitor and address the issues of research? If so, what is its composition? Mention a few recommendations made by the committee for implementation and their impact

Yes.

RESEARCH CO-ORDINATION COMMITTEE

Composition:

1. Principal as Chairman, ex-officio
2. One senior teacher nominated by the Principal as coordinator
3. 4 senior teachers as members, nominated by the Principal
4. Coordinator of IQAC as member ex-officio

Functions:

- ❖ To inform the faculty about the seminars and conferences conducted all over India and urge them to take part in them.
- ❖ To inform the faculty about the publications and journals that are available for them to publish their articles.
- ❖ To examine and recommend the proposals of research projects submitted by faculty members for onward transmission to the funding agencies.
- ❖ Some of the recommendations:

- To promote research activities by taking research projects, both major and minor, with financial assistance from UGC and other governmental or non-governmental funding agencies.
- To start research journals in every department to motivate the faculty to do research for M. Phil or PhD.
- Introduction of News brochure in P.G Departments which covers the various trends in research.

3.1.3 What are the measures taken by the institution to facilitate smooth progress and implementation of research schemes/ projects?

- autonomy to the principal investigator
- timely availability or release of resources
- adequate infrastructure and human resources
- time-off, reduced teaching load, special leave etc. to teachers
- support in terms of technology and information needs
- facilitate timely auditing and submission of utilization certificate to the funding authorities
- any other

Autonomy to the principal investigator:

Autonomy is given to the principal investigator in accordance with the guidelines of the funding agency like UGC.

Timely availability or release of resources:

The College releases the funds allotted by the funding agencies without any delay according to the guidelines of the agency.

Adequate infrastructure and human resources:

Adequate infrastructure such as computers with high speed is provided to the researchers. The faculty can make use of the facilities in the Project Development Centre which is used exclusively for research purposes.

Time-off, reduced teaching load, special leave etc. to teachers:

The faculty doing research are allowed to adjust their classes by their respective Heads of Departments. Leave is sanctioned without any impediment for any sort of research work like paper presentations in seminars, for doing course work of PhD etc.

Support in terms of technology and information needs:

Our library has a good collection of subject books and research journals which can be used by the researcher. It has subscribed to internet which has an abundance of information which can be accessed from even their houses. The researcher can make use of the high speed internet facility which is available throughout the college.

Facilitate timely auditing and submission of utilization certificate to the funding authorities:

The College has an arrangement with a qualified auditor and the utilisation certificate is audited by him without any delay. The College office staff is extremely cooperative and they waste no time in sending the certificate to the agency completing all the formalities. The research committee and the IQAC help the researcher in all these activities.

Conduct of seminars in various departments promotes interaction between research scholars and gives awareness of recent research trends.

3.1.4 What are the efforts made by the institution in developing scientific temper and research culture and aptitude among students?

- Workshops and classes on research methodology are arranged for UG and PG students.
- The students are encouraged to contribute research articles in the Department journals published every year by all Departments
- Projects by PG and UG students are guided by the faculty in such a way that a genuine interest is created for research.
- PG students are encouraged to present their work in national seminars.
- Eminent personalities in the field of science, literature and social science are invited for delivering talks in regional and national seminars organized by the institution. The institution thus provides ample opportunities to students to interact with these eminent personalities.
- Science Forum to promote scientific thought and to update students about the fast changing scenario of Science and Technology.
- Field studies are conducted to encourage social science research.
- Encouraging students to apply for research projects to National agencies like DST and UGC, KSCTEC.

3.1.5 Give details of the faculty involvement in active research (Guiding student research, leading Research Projects, engaged in individual/collaborative research activity, etc.

The promotion of research culture is of paramount importance in our campus and the same is reflected in the details given below. (All data for the past 4 years)

Teachers engaged in part time research for PhD	19
Number of ongoing minor research projects	14
Number of research publications in international journals	11
Number of research publications in national journals	46
Papers presented in international seminars	11
Papers presented in national seminars	67
Number of international seminars attended by faculty	21
Number of national seminars attended by faculty	314

Students of post graduate and under graduate courses do research in the form of Projects and dissertations. The faculty members guide them in these activities.

3.1.6 Give details of workshops/ training programmes / sensitization programmes conducted/organized by the institution with focus on capacity building in terms of research and imbibing research culture among the staff and students.

Sl. No.	Department	Date	Title	Resource Person
1	Computer science	23-03-2008 24-03-2008	UGC sponsored National Seminar on Hidden Markov Model	Dr. Achuth Sankar. S. Nair, Kerala University. Dr. Vijayakumar, CUSAT
2	Bio- Science	19-11-2008 20-11-2008	Modern trends in pest resistance, management and transgenic plant	Dr. Baby.P.Scaria Dr. K. Jayachandran Dr. S. Sudheesh

			development.	
3	Hindi	16.09.2010, 17.09.2010	UGC sponsored National seminar on 'Impact of globalisation on Hindi Literature'	Dr .Sasikala Rai , Associate Professor, Dept. Of Hindi, University of Pune,Dr.RekhaPand ey, Assistant Professor,Dept. Of Hindi,Rashtriya Sanskrit Sansthan, Sringeri ,Karnataka
4	History	13-08-2010 To 15-08-2010	UGC sponsored National seminar on 'State- Human Rights and the Marginalised' and the Marginalized	Dr.Rajan Gurukkal- Vice Chancellor and Director of School of Social Sciences, MGU Kottayam, Dr.Kesavan Veluthatt u- Historian and former HOD, Department of History Mangalore University
5	Malayalam	22-10-2010 23-10-2010	UGC sponsored National Seminar on "Nadodi Natakam"	Dr. M.R. Raghava Warrier
6	English	05-01.2011, 06.01.2011	UGC sponsored National Seminar on 'Glimpses of Vedic Vision in Indian Writing in English '	Dr. Sreedharan T. Associate Professor, EFLU, Hyderabad, Sri. Sashi Kumar Director, Asian School of Journalism
7	Sanskrit	19-01-2012 20-01-2012	Language Teaching Methodologies in Sanskrit	Prof. George Cardona, Pennsylvania Uty. USA Dr. Murali Madhavan Dr. T. Usha
8	College	28-09-2012	UGC sponsored one day work shop on Perspectives of Kerala music	Dr. S. Harikumar Sri. Vidyadharan Master, Cine Music Director Dr. Sunil.P. Ilayidam Dr. Preethi.K
9	Computer science	13-08-2013 14-08-2013	UGC sponsored National Seminar on Cyber Law and Cyber	Dr. R. Vijayakumar, Dr. Sreeraj, M Dr. T. Rejendran

Forensics				
10	Physics	06.03.2014, 07.03.2014	UGC sponsored National seminar on 'Frontiers of Nanotechnology'	Dr..T N Narayanan,Scientist, CSIRCentral Electrochemical Research Institute,Karaikudi , Dr.M.RAnantharam an,Professor,dept. of Physics,CUSAT,dr.V .P.NNamboothiri, Emeritus Professor,Internation al School of Photonics,CUSAT
11	Mathematics	13.03.2014, 14.03.2014	UGC sponsored National seminar on 'Discrete Mathematics and its Applications'	Dr.N Sreedhar, Professor,Alagappa university, Karaikudi, Dr.SunnyKuriakose, Principal ,BPC College,Piravom
12	College	25-09-2014 26-09-2014	UGC sponsored National seminar on Swami Vivekananda	Dr. Sunil.P. Ilayidam Dr. Lekshmi Sankar Swami Bhadresanandji Maharaj

3.1.7 Provide details of prioritized research areas and the expertise available with the institution.

Department	Specialized Area
Bio Technology	Medical microbiology, General biochemistry.
Chemistry	Polymer nanocomposites, Environmental Chemistry, Co-ordination Chemistry, Electrochemistry.
Commerce	e-commerce, Occupational stress, Accounting, Advertising and sales promotion, Banking.
Computer Science	Computer security, Computational Biology, Bioinformatics, Digital image processing, IT in education, Cloud computing.
Economics	Microfinance, Human resource management, Macroeconomics, International Economics.
English	Indian writing in English, English grammar, Social

	obligation and individual freedom, Translation.
Hindi	Comparative literature, IT education in Hindi, Journalism, Functional Hindi, Environmental studies in Hindi, Feminism, Translation.
History	Temple architecture in Kerala, Ancient Kerala, Modern India, Environmental history.
Mathematics	Fluid dynamics, Statistics and its applications, Fuzzy Mathematics, Applicable mathematics.
Physics	Smart materials, Solid state physics

3.1.8 Enumerate the efforts of the institution in attracting researchers of eminence to visit the campus and interact with teachers and students?

The College is always happy to invite eminent researchers to visit our College and interact with teachers and students. The following are the some of the researchers of eminence who visited our College.

Sl No	Name	Topic	Date
1	Dr. Rajan Gurukkal, Vice Chancellor, M.G.University	Human Rights.	13-08-2010
2	Dr. Rajan Varghese Pro Vice Chancellor, M.G.University	Impact of Globalization on Hindi Literature.	16-09-2010
3	Dr. M.G.S Narayanan, Renowned Historian	Need for a New Theorization in Indian History.	01-11-2011
4	Dr.G. Haragopal, Hyderabad Central University	Human Rights	13-08-2010
5	Dr.G. Gopakumar, Vice Chancellor, Central University, Kasargod.	Human Rights	15-10-2010
6	Dr.M.R. Raghava Warriar, renowned historian	Folk Drama	22-10-2010.
7	Dr. Rajagopal, renowned folklorist	Folk Drama	23-10-2010
8	Prof. George Cardona, Pennsylvania University, U.S.A	Teaching Methodology in Sanskrit Language.	19-01-2012
9	Prof. S. Rajasekharan, Pro Vice Chancellor, Sree Sankara Sanskrit University, Kalady.	Sanskrit Language.	20-01-2012
10	Dr. Sasikala Rai, University of Pune.	Impact of Globalization on Hindi Literature	16-04-2010
11	Aruna Sundar Raj, I.A.S, former Chief Secretary, Govt. of Kerala.	Prospects of employability in Civil Service	12-09-2013
12	Sri. Sasi Kumar, Director, Asian School of	Glimpses of Vedic vision in Indian Writing in English.	05-01-2011

	Journalism.		
13	Dr.P.C. Muralee Madhavan, Dean and HOD, Department of Sanskrit, SS University Kalady.	Contribution of Kerala to Vedic Exigencies.	05-01-2011
14	Dr. Sreedharan P., The English and Foreign Languages University, Hyderabad.	Self, Text, Transformation: Looking at the Upanishadic and the Buddha's teachings.	05-01-2011
15	Dr. M. BeenaI. A.S, Dist. Collector, Eranakulam.	Women Empowerment.	14-07-2010
16	Dr. R. Vijaya Kumar, DCDC and Prof, M.G.University.	Cyber Law and Cyber Forensics	13-08-2013
17	Dr. Siby Joseph, HOD, Department of Chemistry, St.Joseph's College, Moolamattom.	Computational Chemistry	16-08-2014
18	Yang Shuaz, KEAN University of China	Perspectives on Education.	15-04-2012
19	Prof S Sivadas, Chief Editor, Labor India Retired HOD of C.M.S. College, Kottayam, Kerala Former Editor of EUREKA, the children's science monthly of KSSP Former Literacy Ambassador of Bharat Gyan Vigyan Samithi, New Delhi	Communication techniques for Children	15-04-2012
20	Dr N. Chandramohanakumar, Former Registrar, Cochin University of Science and Technology (Head Department of Chemical Oceanography, CUSAT)	"Expert Answering Science Questions" from High School Students in Balasastra Congress conducted by Chemistry Dept	16-04-2012
21	Prof.M.R. Anantharaman, HOD, Department of Physics, CUSAT	An Introduction to Nanotechnology	06-04-2015
22	Dr.V.P.N Namboothiri, CUSAT	Nanophotonics and its applications.	07-04-2014
23	Dr. Thomas Varghese, Department of Physics, Nirmala College, Muvattupuzha	Introduction to Nanophysics	06-04-2014
24	Dr.Swapna.S.Nair,Central University,Kasargod	Applications of Ferrofluids.	07-04-2014
25	Dr.T.N. Narayanan, Tata	Recent trends in Carbon	07-04-2014

	Institute of Technology and Research, Hyderabad.	Nanotechnology.	
26	Dr.L.R. Ananthakrishnan, International School of Photonics, USAT	Physics stage show.	24-09-2014
27	Prof.P.S. Sobhan, Dept.of Physics, Maharajas College, Eranakulam.	Introduction to Mangalyan Project.	23-09-2014

3.1.9 What percentage of the faculty has utilized Sabbatical Leave for research activities? How has the provision contributed to improve the quality of research and imbibe research culture on the campus?

Our University does not allow teachers to avail sabbatical leave for research purposes. Faculty are doing their research work by availing leave and on available holidays. They can make use of the facilities like library, laboratory, internet etc. provided by the institution.

3.1.10 Provide details of the initiatives taken up by the institution in creating awareness/advocating/transfer of relative findings of research of the institution and elsewhere to students and community (lab to land)

Creating Awareness and Advocating Research:

The initiatives taken by the institution to create research awareness include:

- Presentations made in seminars conducted inside and outside the campus.
- Seminars provide opportunities to interact with experts and research scholars and the proceedings are published keeping in mind the same purpose.
- Important days like Environmental Day, Folklore Day, Population day, National Science Day etc. are celebrated every year.
- Competitions in science quiz, essay writing, poster presentation, PowerPoint presentation, literature survey on latest research areas etc. inspire students to select their interested fields of research.

Transfer of Research Findings:

- The lab to land research culture is being encouraged in the campus and communicated to the society.
- The research findings of the faculty members are published as articles in journals/publications/paper presentations in seminars.
- The main projects done by the students and teachers are posted on the intranet of the college which can be accessed by the students online.
- Campus flora identification, pine apple cultivation, herbal garden which benefits the society of the rural area where the college is situated.

3.2 Resource Mobilization for Research

3.2.1 What percentage of the total budget is earmarked for research? Give details of major heads of expenditure, financial allocation and actual utilization.

Despite the fact that no specific allotment is made for research in the budget, budgetary allotment is made for seminars to be conducted by different departments in their Department budgets. The UGC grants are utilised for the National seminars. Furthermore, the College Management indirectly encourages research by providing all infrastructural facilities like well appointed laboratories, language lab, high speed internet facilities, and a

library with sizeable collection of books etc.

3.2.2 Is there a provision in the institution to provide seed money to the faculty for research? If so, specify the amount disbursed and the percentage of the faculty that has availed the facility in the last four years?

Yes. Our College has an arrangement in which all Departments pool money to make a common fund to which the Management also contributes a certain amount. The seed money is provided out of this fund. The registration fee for the National and international seminars are also paid from this fund.

3.2.3 What are the financial provisions made available to support student research projects by students?

The student research projects are supported from the same fund mentioned above. Infrastructural facilities of the College are always available to students for their research projects.

3.2.4 How does the various departments/units/staff of the institute interact in undertaking inter-disciplinary research? Cite examples of successful endeavours and challenges faced in organizing interdisciplinary research.

- The minor projects funded by UGC, helps in promoting interdisciplinary research among different departments.
- Many Faculty members have done doctoral work on interdisciplinary topics.
- National Seminars provide a platform for the students and faculty to interact with resource persons in interdisciplinary areas.

3.2.5 How does the institution ensure optimal use of various equipment and research facilities of the institution by its staff and students?

- We ensure optimal use of our infrastructural facilities.
- We have 7 smart class rooms and the Departments share it whenever required. For example, Economics Department and Hindi Department share one smart class room.
- The seminar hall is shared by all Departments and hence used almost every day.
- The library has an internet browsing area with four computer terminals for the students and is used to the maximum. The extended working hours of the library also help towards this end.
- There are separate book racks in the department library for reference of previous project works.
- All other equipments like LCD projector, movie camera etc. are also shared between departments and their optimal usage is reached.
- In the same way all rooms like conference hall, auditorium etc. are also shared.
- The maintenance of faulty equipments is made without any delay. Our management has appointed a system administrator who is also proficient in hardware so that the failing computer systems are repaired immediately.
- We have signed Annual Maintenance Contract for our equipments other than computers like Photostat machines, air conditioners etc. so that the repair work is done immediately. Thus, we make sure that optimum use of our infrastructural facilities is made.

3.2.6 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facility? If 'yes' give details.

- No. But we have a Project Facilitation Centre which was started with the

money received from UGC.

- Many faculties have received funds for minor projects from UGC which helped in developing research facilities of the institution.

3.2.7 Enumerate the support provided to the faculty in securing research funds from various funding agencies, industry and other organizations. Provide details of ongoing and completed projects and grants received during the last four years.

Principal Investigator	Type/ Funding Agency	Title of the Project	Total grant Sanctioned	Year
Dr. K M Sudhakaran	Minor/ UGC	Decentralised Democracy and Marginalised Communities in Kerala	1,20,000	2011-12
Manusankar C	Minor/ UGC	Improved virtual test buds for anti -viruses and other security products	2,00,000/-	2013-14
Dr P J Sebastian	Minor/ UGC	Role of cooperative banks in the socio economic development in Ernakulam district.	1,20,000	2014-15
M/s Rashmi.K.P	Minor/ UGC	Affluence and diseases- Shifting burden of non-communicable diseases in Kerala	135000	2014-15
Mr. LijoJohny	Minor/ UGC	A study about the Financial Empowerment through micro finance and Micro Enterprises	140000	2014-15
M/S. Sumi.K.S	Minor/ UGC	Economics of Islamic Banking	135000	2014-15
Smt. Sheena Kaimal N.	Minor/ UGC	Ecology and spirituality: A Feministic approach to the plays of Rabindranath Tagore	40,000	2014-15
Smt. A. N. Geetha	Minor/ UGC	Contested Terrains: Problems and Possibilities in Subtitling Documentaries	40,000	2014-15
Smt. Sreekala P. S.	Minor/ UGC	Socio Ecological Aspects in Ramayana	85,000	2013-14
Smt. Varma	Minor/	Element of the Subaltern in the writings of Mahasweta	80,000/-	2013-

Hemambi ka Ravindra	UGC	Devi		14
Dr Poornima R	Minor/ UGC	An analytical study of complete works of Poet Kedarnath Singh with special reference to Ecology	1,20,000/-	2014-15
Dr Remya K R	Minor/ UGC	Ecological crisis in Sanjeev's novels	1,25,000/-	2014-15
R.Krishna Kumar	Minor/ UGC	C.P.Ramaswamilyer	80,000/-	2014-15
T.Harilal	Minor/ UGC	Growth and decline of Alleppy as a sea port	80,000/-	2014-15
Anoop V	Minor/ UGC	Encountering <i>prethams</i> (vampire):Cultural space of Mantravada with special reference to the oral narratives of pulaya community of Mid-Kerala	90,000/-	2014-15
K R Bindu	Minor/ UGC	Preparation and characterization of nanophosphors.	1,04,000/-	2013-14

3.3 Research Facilities

3.3.1 What are the research facilities available to the students and research scholars within the campus?

The College library with nearly 25,000 volumes is of immense help to the researcher. The INFLIBNET is subscribed in the library which can be used by the researchers of any department. The Research Coordination Committee provides all the information needed for the students and faculty about seminars, publications etc. The project facilitation Centre, which is attached to the Computer Science Department, can be used by the faculty at any time. High speed Internet connectivity is also provided in the centre and also in all Departments. Laboratory for science subjects like the state of the art Chemistry Laboratory, which started functioning last year, also can be used for research purposes. Power is backed up with two generators with 20KWA each. All necessary, genuine softwares are made available to students and staff. All Departments publish a research journal with research articles of students and staff.

3.3.2 What are the institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research?

The College intends to start research centres in at least two departments viz. Chemistry and Hindi. We have started work on a building in which we intend to house post graduate departments and their research centres.

More and more national and international seminars are planned, even without grant from funding agencies, by finding sponsors. We intend to subscribe to more journals which are related to subjects taught in our College. We have plans to buy more subject specific books useful for research activities. Our dream is to outfit every department with a computer centre which can be used by students and teachers. Our department libraries are to be filled with more books and journals to facilitate research activities.

3.3.3 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facilities? If 'yes', what are the instruments / facilities created during the last four years.

No. The institution has received grants only from UGC like Development Grant etc. which was used for buying computers and laboratory equipments which is used for research purposes. The language lab was set up with UGC assistance.

3.3.4 What are the research facilities made available to the students and research scholars outside the campus / other research laboratories?

There is formal arrangement with two other Colleges, under the same management, for common use of the facilities for research purposes. The post graduate students of our College can use the facilities of Valayanchirangara library, as per the agreement we have with the authorities. UG and PG students are guided to undertake projects in the industries and research institutions as a part of their course of study in order to facilitate research outside the campus.

3.3.5 Provide details on the library/ information resource centre or any other facilities available specifically for the researchers?

The researchers can utilise all facilities in the library like INFLIBNET etc. which is explained elsewhere.

3.3.6 What are the collaborative research facilities developed/ created by the research institutes in the college?. For ex. Laboratories, library, instruments, computers, new technology etc.

The institution does not have a research institute at present. But The Sree Sankara Cultural Study Centre started in 1993 is an interdisciplinary Research centre. The study centre is conducting discourses and lecture series by eminent scholars and personalities in the field of Vedas, Vedanthas, History, ancient Indian studies, Folklore studies and manuscript studies. We are planning to start 2 research centres in two departments soon.

3.4 Research Publications and Awards

3.4.1 Highlight the major research achievements of the staff and students in terms of

Patents obtained and filed (process and product):

Nil

Original research contributing to product improvement:

Nil

Research studies or surveys benefiting the community or improving the services:

Many surveys are conducted by the Department of Economics on various topics like the socio-economic conditions of BPL families in the nearby Panchayath of Kuvappadi, socio-economic conditions of migrant workers in Perumbavoor, study on the performance of Kudumbasree, one of the largest women-empowering projects in the country.

*** Research inputs contributing to new initiatives and social development**

The students of the Department of Chemistry carry out research projects

contributing to new initiatives and social development like projects for determining the quantity of hazardous elements contained in fruits vegetables and other food items.

3.4.2 Does the Institute publish or partner in publication of research journal(s)? If 'yes', indicate the composition of the editorial board, publication policies and whether such publication is listed in any international database?

Every Department of our College publishes an in-house research journal every year.

3.4.3 Give details of publications by the faculty and students:

*** Publication per faculty**

*** Number of papers published by faculty and students in peer reviewed journals (national / international)**

National	46
International	11

*** Number of publications listed in International Database (for Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)**

*** Monographs**

*** Chapter in Books**

*** Books Edited**

*** Books with ISBN/ISSN numbers with details of publishers**

*** Citation Index**

*** SNIP**

*** SJR**

*** Impact factor**

*** h-index**

3.5 Consultancy

3.5.1 Give details of the systems and strategies for establishing institute-industry interface?

The Placement and Career Guidance Cell of the college plays an important role in the institute industry interface. Under this activity college invites eminent speakers from Industry to talk to students and faculties to share knowledge about new trends in the industry. The final year students of all courses are taken for a tour in which they visit industries. Science students are taken for industrial visits in which they interact with industrialists and industrial workers.

3.5.2 What is the stated policy of the institution to promote consultancy? How is the available expertise advocated and publicized?

There is no institutionalized policy as such, however the college encourages faculty to use their contacts to establish possible areas of consultancy. In a way, we follow an informal policy with regards to consultancy. We encourage our staff to offer their expertise as consultants whenever this is called for.

The institution does not have any mechanism for publicizing the expertise available for consultancy. These are offered on the basis of personal reputation. Still, the available areas of consultancy services are notified in the College website and prospectus.

3.5.3 How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?

Normally consultation is undertaken by the staff members in their personal capacity. However, the college does encourage these services and activities discharged by its staff by sanctioning leave for the individuals involved in this effort as long as the institution's priorities are respected. Laboratory facilities of Chemistry are used for consultancy services such as water and soil quality analysis.

3.5.4 List the broad areas and major consultancy services provided by the institution and the revenue generated during the last four years.

Broad areas of consultancy services provided by the institution are;

Some of the members of the Commerce Department provide consultancy services, on taxes like income tax, VAT etc., to individuals as well as business establishments. They provide consultancy services on accounts also.

The Hindi Department lends their expertise in translating to Hindi from other languages and from Hindi to other languages.

The Chemistry Department provides facility to test quality parameters of drinking water for the public. They also provide facility to test the quality parameters of soil for the farmers of our village.

Physics Department offers their services on energy audit of institutions and even individual houses in which renewable energy utilisation is also dealt with. They also produce and distribute Thermal cooker for half the price of those available in the market.

The Department of Computer Science does localisation and installation of open source operating system for the public. The Department, with the help of the System Administrator, does the maintenance and repair work of computer systems.

Being a College situated in a rural area with majority of the populace being economically backward peasants, we do not usually charge anything for the consultancy services provided by us institutionally (Only the expenses incurred for repair work etc. are charged). It is not the policy of our College to share the earnings of the individuals so the College doesn't have any earnings worth mentioning.

3.5.5 What is the policy of the institution in sharing the income generated through consultancy (staff involved: Institution) and its use for institutional development?

As per our policy, we do not generate any income from consultancy.

3.6 Extension Activities and Institutional Social Responsibility (ISR)

3.6.1 How does the institution promote institution-neighbourhood- community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?

Our College is bent upon creating institution-neighborhood-community network in more ways than one. Through the activities of different organizations such as NSS, Nature club etc. the College assures student engagement, contributing to good citizenship, service orientation and holistic development of students. Participation in these extension activities help in the holistic development of the students. The teaching and non teaching staff also actively participate in those activities which show the integrity and sincerity which in turn help to strengthen the bonds of comradeship between the institution and community. The consultation facilities offered to the public by different departments with reduced cost also helps to increase the relationship between the public and the institution.

3.6.2 What is the Institutional mechanism to track students' involvement in various social movements / activities which promote citizenship roles?

The involvement of students in social movements/ activities of the College organizations are easily tracked. All organizations have formal modes of operations controlled by one or more staff in charge and student leaders. All their activities are well

documented also. For example the activities of the Student's Union, which is devoid of politics nowadays, is controlled by the staff advisor who is nominated by the Principal. Likewise, all other organizations such as Blood Donors Forum, Nature club, Women's Cell etc., which involve in social movements are headed by one or more staff members and hence easily trackable. But the political and other activities of the students which are not connected with the College are difficult to track. Some of our students are actively taking part in politics outside the campus since politics is banned inside the campus by a court order.

All students and faculty of the institution participated in "Run Kerala Run", the promotional Marathon as a part of 35th National games which showed National Integration and the significance of National games.

Flag hoisting and oath taking are done by students and teachers on Independence Day and Republic Day.

3.6.3 How does the institution solicit stakeholder perception on the overall performance and quality of the institution?

The information and knowledge of the stakeholders about the performance and quality of the institution is gathered by way of collecting feedbacks from them. We collect feedbacks from stakeholders like parents, alumni, students, teachers etc.

3.6.4 How does the institution plan and organize its extension and outreach programmes? Providing the budgetary details for last four years, list the major extension and outreach programmes and their impact on the overall development of students.

Major extension activities of the College:

Extension activity conducted during the last 4 years	Budget in rupees
Computer science department have taken classes for the school students of Government LPS, Kamurtha and distributed 2 computers to them.	30,000
Visit by faculty and students of computer science department to Sahrada, Pothanikad, an institution for mentally retarded children and conducted computer literacy classes and distributed learning aids to them.	5,000
Department of Biotechnology conducts blood group detection camp for the students, faculty and the local community.	1,500
Women's forum, in association with PTA of the College conducted a thyroid detection camp for the public.	50,000
History department conducts exhibition of historical relics in different schools and conduct classes to their children.	
Students of Hindi department conducted classes on communicative Hindi for the public.	1,000
As apart of International Year of Chemistry students of Department of Chemistry conducted motivation classes through chemistry experiments in various schools in Ernakulam District	8,000
The Department of Commerce conducted computerized accounting classes for students in collaboration with LCC computer centre Perumbavoor	
A short film named "trip to mansion house, a venture of final year students of B Com gained public attention in the year 2013.	

Department of Chemistry, SSV College In Collaboration with Sasthra Sahtya Parishad conducted the Bala Sasthra Congress Which was attended by students from all over Kerala.	2000
The Department of Commerce conducted a survey about the socio-economic status of Scheduled Tribe-“Muthuvar” in Vattavada Panchayath, Idukki in 2014.	2000
Value oriented classes on drug abuse, consumer protection, health issues are conducted by the College in collaboration with Kerala Legal Service Authority regularly.	1000
Conducted a sample study of stress level of college teachers by one of our faculty in the dept.	3000
Women’s forum conducted classes for locals and students on glass and pot painting.	2000
Women’s forum conducted classes for locals and students on fabric designing.	2000
The College regularly conducts training sessions on paper bag making and make paper bags and distribute it freely to nearby shops.	10000 a year
Department of English conducted a class on mind management by Rajgopal, teacher in art of living for students and public.	2000

Impact on Students

- Develops positive attitude in students to encounter the challenges of life.
- Grooms their leadership skills, team spirit
- Responsibility towards less privileged sections of society.
- Trains in nation building
- University also grants ‘grace marks’ to the NSS volunteers.
- Inculcates the importance of health and hygiene.

3.6.5 How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other National/International agencies?

The Principal and the Heads of Departments explain the new staff recruits about the need for participation in these social organisations. As far as students are concerned, after the completion of the procedure of admissions, the freshers are elaborated about the organisations and clubs functioning in the campus by their respective tutors. The advantages they get out of joining these organisations such as enrichment of one’s personality through actual participation in the day-to-day life of the society, understanding the social environment etc. are also detailed.

3.6.6 Give details on social surveys, research or extension work (if any) undertaken by the college to ensure social justice and empower students from underprivileged and vulnerable sections of society?

Our College is situated in a rural area with economically underprivileged and vulnerable people being the majority. We are determined to empower the students coming from these sections of the society. For that we use many ways

A socio-economic survey is conducted by the Economics Department every year, findings of which are presented to the local Government authorities for further desirable action.

Details of some of socio-economic surveys conducted;

- Economics Department conducted a survey on socio-economic conditions of BPL families in the nearby Panchayath of Kuvappadi.
- Economics Department conducted a study on the performance of Kudumbasree, one of the largest women-empowering projects in the country.
- Conducted a sample study of stress level of college teachers by one of our faculty in the department of Commerce.
- The Department of Commerce conducted a survey about the socio-economic status of Scheduled Tribe-“Muthuvar” in Vattavada Panchayath, Idukki in 2014.

When we talk about research work for social justice, a National seminar was conducted by the Department of History in the topic “State, Human rights and the Marginalised”.

Coaching for NET and PSC, computer coaching classes, spoken English classes are conducted for the benefit of public.

3.6.7 Reflecting on objectives and expected outcomes of the extension activities organized by the institution, comment on how they complement students’ academic learning experience and specify the values and skills inculcated.

The extension activity is essentially one of utilizing the resources and expertise beyond the classroom for the benefit of the state and society at large.

Some of the Objectives of extension activities are;

1. To provide members of the community such assistance that is within the capabilities of SSV College in order to meet their physical, psychological and spiritual needs.
2. To instill in the student, faculty, staff and parents a deeper sense of service.
3. To promote cleanliness, health and environmental awareness in the community.

The following values are inculcated; Civic sense, Commitment to nation building, nationalism, patriotism, democratic spirit, Secularism, Scientific temperament etc.

The following skills are taught; Practical knowledge, Hands on experience, Communication skills, Soft skills, Adaptability to socio-environmental conditions, Organizational skill, Community involvement, Leadership/Decision making skills, Debate/Group discussion skills etc.

3.6.8 How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development? Detail on the initiatives of the institution that encourage community participation in its activities?

The College has a strong relationship with the society in which it is functioning. The staff and students get involved in all sorts of activities of the community around them so that it is easy for them to obtain the involvement of the community in all their activities. All extension activities are aimed for the growth and benefit of the community and hence their participation is encouraged by all means.

3.6.9 Give details on the constructive relationships forged (if any) with other institutions of the locality for working on various outreach and extension activities.

The thyroid detection camp was conducted in collaboration with Abbott Pharma and Thyro care lab, Mumbai.

We have an arrangement with KELSA for conducting legal awareness classes for the public.

The Classes for the public in paper bag making and book binding was in collaboration with V.N. Kesava Pillai Memorial Public Library, Valayanchirangara.

The programme for organ donation was conducted in association with MOSC Medical College, Kolenchery.

3.6.10 Give details of awards received by the institution for extension activities and/contributions to the social/community development during the last four years.

- ❖ Award given by Rotary International, Koothattukulam Chapter for the excellence in community services in Ernakulam district during 2013
- ❖ Award given by Junior Chamber International, Ernakulam Chapter for outstanding performance in rural development 2014

3.7 Collaboration

3.7.1 How does the institution collaborate and interact with research laboratories, institutes and industry for research activities. Cite examples and benefits accrued of the initiatives - collaborative research, staff exchange, sharing facilities and equipment, research scholarships etc.

Collaboration and interaction for research activities had been minimal. We have inter-library loan facility with two college libraries viz. V.T.B. College library, Sreekrishnapuram and SSV College, Nagaroor and V.N. Kesavappilla Smaraka Vayanasala, a public library at Valayanchirangara. We have an arrangement with V.T.B. College, Sreekrishnapuram for staff exchange and inter-collegiate visits of postgraduate students.

3.7.2 Provide details on the MoUs/collaborative arrangements (if any) with institutions of national importance/other universities/ industries/Corporate (Corporate entities) etc. and how they have contributed to the development of the institution.

Our College has signed MoU with the following Industrial houses.

- Rubber Park, Irapuram
- Varsha Polimers, Ponjassery
- Arsha Marine Products, Ernakulam
- Highland Tea Factory, Kattappana
- Eastern Condiments, Adimali
- Kinfra, Nellad
- Pallipat Food and Spices,Pvt Ltd. Ernakulam
- Forest Industries Travancore Ltd., Aluva
- Versatile solutions, Perumbavoor
- Synergy Systems, Perumbavoor.

3.7.3 Give details (if any) on the industry-institution-community interactions that have contributed to the establishment / creation/up-gradation of academic facilities, student and staff support, infrastructure facilities of the institution viz. laboratories / library/ new technology /placement services etc.

Besides the grants received from the UGC, our College has not received any contributions for the establishment / creation/ up-gradation of academic facilities, student and staff support, infrastructure facilities of the institution viz. laboratories / library/ new technology. But the industry-institution interactions have resulted in increased placements over the years.

3.7.4 Highlighting the names of eminent scientists/participants who contributed to the events, provide details of national and international conferences organized by the college during the last four years.

NATIONAL CONFERENCES

Sl. No.	Department	Date	Title	Resource Person
1	Computer science	23-03-2008 24-03-2008	UGC sponsored National Seminar on Hidden Markov Model	Dr. Achuth Sankar. S. Nair, Kerala University. Dr. Vijayakumar, CUSAT
2	Bio-Science	19-11-2008 20-11-2008	Modern trends in pest resistance, management and transgenic plant development.	Dr. Baby.P.Scaria Dr. K. Jayachandran Dr. S. Sudheesh
3	Hindi	16.09.2010, 17.09.2010	UGC sponsored National seminar on 'Impact of globalisation on Hindi Literature'	Dr .Sasikala Rai , Associate Professor, Dept. Of Hindi, University of Pune,Dr.RekhaPandey, Assistant Professor,Dept. Of Hindi,Rashtriya Sanskrit Sansthan,Sringeri ,Karnataka
4	History	13-08-2010 To 15-08-2010	UGC sponsored National seminar on 'State- Human Rights and the Marginalised' and the Marginalized	Dr.Rajan Gurukkal-Vice Chancellor and Director of School of Social Sciences, MGU Kottayam, Dr.KesavanVeluthattu- Historian and former HOD, Department of History Mangalore University
5	Malayalam	22-10-2010 23-10-2010	UGC sponsored National Seminar on "Nadodi Natakam"	Dr. M.R. Raghava Warriar
6	English	05.01.2011, 06.01.2011	UGC sponsored National Seminar on 'Glimpses of Vedic Vision in Indian Writing in English '	Dr. Sreedharan T. Associate Professor, EFLU, Hyderabad, Sri. Sashi Kumar Director, Asian School of Journalism
7	Sanskrit	19-01-2012 20-01-2012	Language Teaching Methodologies in	Prof. George Cardona,

			Sanskrit	Pennsylvania Uty. USA Dr. Murali Madhavan Dr. T. Usha
8	College	28-09-2012	UGC sponsored one day work shop on Perspectives of Kerala music	Dr. S. Harikumar Sri. Vidyadharan Master, Cine Music Director Dr. Sunil.P. Ilayidam Dr. Preethi.K
9	Computer science	13-08-2013 14-08-2013	UGC sponsored National Seminar on Cyber Law and Cyber Forensics	Dr. R. Vijayakumar, Dr. Sreeraj, M Dr. T. Rejendran
10	Physics	06.03.2014, 07.03.2014	UGC sponsored National seminar on 'Frontiers of Nanotechnology'	Dr..T N Narayanan,Scientist, CSIRCentral Electrochemical Research Institute,Karaikudi , Dr.M.RAnantharam an,Professor,dept. of Physics,CUSAT,dr.V .P.NNamboothiri, Emeritus Professor,Internation al School of Photonics,CUSAT
11	Mathematics	13.03.2014, 14.03.2014	UGC sponsored National seminar on 'Discrete Mathematics and its Applications'	Dr.N Sreedhar, Professor,Alagappa university, Karaikudi, Dr.SunnyKuriakose, Principal ,BPC College,Piravom
12	College	25-09-2014 26-09-2014	UGC sponsored National seminar on Swami Vivekananda	Dr. Sunil.P. Ilayidam Dr. Lekshmi Sankar Swami Bhadresanandji Maharaj

3.7.5 How many of the linkages/collaborations have actually resulted in formal MoUs and agreements? List out the activities and beneficiaries and cite examples (if any) of the established linkages that enhanced and/or facilitated –

The linkages with the industry have greatly benefitted the institution in many ways even without the formality of signing MoU.

Chemistry Department has an MoU with the Rubber Park, an industrial park near our College.

The Computer Science Department has an MoU with Synergy, a training institute.

Curriculum development/enrichment

The feedback we receive from the industry during industrial visits are analysed and intimated to the University during seminars and meetings conducted before restructuring the Curriculum. The faculty use this data while sending their suggestions to the University Board of Studies about the Curricula.

Internship/ On-the-job training

On the job training is given to Computer Science students by synergy

Faculty exchange and professional development

Faculty exchange is not permitted by the University

Research

Many of our staff members are doing collaborative research with industries.

Consultancy

Many of our staff members do their own consultancy work to the industries and institutions that have linkages with our institution.

Student Placement

The industry-institution interactions have resulted in increased placements over the years.

Introduction of new courses

We have introduced new courses after analysing the feedback from the industry.

CRITERION IV

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

4.1.1 What is the policy of the Institution for creation and enhancement of infrastructure that facilitate effective teaching and learning?

The institution has a clear cut and straight forward policy regarding the enhancement of infrastructure which facilitates effective teaching and learning. Infrastructure development and maintenance is the concern of the Management, which is a Charitable Trust, having a bye law and they have their own procedure for conducting it. But they make sure that our needs are not delayed. We plan and figure out our infrastructural needs well in advance and inform the Management about it. They will finish their formalities early enough so that new programmes will have state-of-the-art infrastructure facilities to operate. The College had received Grants from the UGC for construction of buildings (Canteen building) but when help is not available, our Management is always ready to act.

4.1.2 Detail the facilities available for

- a) Curricular and co-curricular activities – classrooms, technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, Animal house, specialized facilities and equipment for teaching, learning and research etc.
- b) Extra –curricular activities – sports, outdoor and indoor games, gymnasium, auditorium, NSS, NCC, cultural activities, Public speaking, communication skills development, yoga, health and hygiene etc.

a) Curricular and co-curricular activities –

Class rooms:

We have 39 well-appointed class rooms with fans and good black/green boards. Most of the class rooms have lecture stand which is sparingly used nowadays as we are more and more inclined towards student centric methods of teaching and learning.

Technology enabled learning spaces:

Out of these above mentioned class rooms, 7 are fitted with inter-active projectors which can be used for multiple functions such as writing, projecting etc. Those projectors are also having high speed internet connections also. These class rooms are shared between different departments.

Seminar halls:

We have;

An air-conditioned seminar hall

A mini conference hall

An auditorium

All these 3 halls have state-of –the-art audio-visual facilities.

Tutorial spaces:

All departments have separate department rooms in which an area is demarcated for tutorial purposes.

Laboratories:

Science Laboratories

- The college is maintaining five science laboratories. All these laboratories are well equipped and spacious, meeting the varying requirements.

These laboratories include two UG laboratories -Chemistry and Physics, one PG lab Bio-Chemistry and two PG labs for MSc Chemistry.

Computer Labs.

At present the college has three computer laboratories- UG, PG and one hardware laboratory. The UG computer laboratory is equipped with 30 systems, a projector and an interactive display board. The PG computer lab has 12 networked systems. Students avail these facilities for internet access and research works after regular class hours. The Hardware Laboratory is used for demonstration and to give hands-on training for the students.

Language lab

A new and highly efficient Language lab is functioning under the department of English with 20 computers for the effective purpose of Teaching and Learning Language through the innovative techniques.

Botanical Garden:

We do not have a department for Botany and hence no botanical garden, but our NSS units use to cultivate vegetables inside the campus.

Specialized facilities and equipment for teaching, learning and research:

A network resource centre is functioning in the College, established with the Grant from UGC. Student can use them for accessing the internet free of cost. The College has subscription to INFLIBNET. The Departments are fully networked and has high speed internet connectivity (10 MBPS). We have 7 inter-active projectors in class rooms which are shared by different departments. We have a Project Development Centre, equipped with computers and internet connection, where the faculty and the PG students can work on their research projects. We have 3 laptops and 2 LCD projectors which are shared between departments. The library has reprographic facility as well as facility to print downloaded study material. Our Computer Science Departments are well furnished and have the latest computers with high end specifications. Science labs are all well equipped with the latest gadgets

Generator System

The college has two main 20 KVA diesel power generators for power back up. and two other small generators of 2KV each is available as backup.

Heritage Museum

Archaeological remains, relics, products of human workmanship, coins, old kitchen vessels etc used by ancient societies are collected, classified and displayed in the Museum. This academic venture is an attempt to motivate the students to learn the life and cultural traditions of ancient times.

Sree Sanakara Cultural Study Centre

This organization is an important means in realizing the vision of our college which is to promote higher education in conformity with the values and ideals propagated by the Great Seer Sree Sankara. This forum conducts meetings and classes in which eminent personalities who are scholars in the subject of "VEDANTA" are invited to talk. We have manuscript library containing the message of Adi Sankara which are made available for the staff and students.

Folklore Museum

Under the department of Malayalam an Art Archive with a collection of 60-70 audio-visual CDs is maintained for the purpose of familiarizing vanishing folk arts and its presentations.

b) Extra –curricular activities –

Sports:

The excellent facilities, for sports and games, available in the campus include:

- A large enough play ground to accommodate a 200 meters athletic track which is also used for playing Cricket and Football.
- Volleyball court
- Kabaddi court
- Ball badminton court
- Shuttle badminton court
- Table tennis board for girls
- Facilities to play chess

Gymnasium:

Formerly our gymnasium was functioning in a small room inside the canteen complex with some old equipments. Considering the inadequacy of space, our Management constructed a new building, 2years back, exclusively for the gymnasium with provision for expansion. Subsequently the old equipments were discarded and an entirely new set of equipments were bought with a grant from the UGC. Now we have a gymnasium with the most modern equipments and sufficient space for all its activities.

NSS.

We have two units of NSS operating in the College under the guidance of 2 programme officers. They have a separate room for conducting their office affairs and keeping their utensils.

NCC

Currently our College does not have an NCC unit. But we are promoting the interested students, both boys and girls, by permitting them to join NCC units of nearby colleges.

Cultural activities:

We don't have separate space exclusively for cultural activities. We use the auditorium and the seminar hall for this purpose.

Communication skills development:

For the development of the communication skills, we have a language lab with 20 computers fitted with the latest software.

Yoga Centre:

We used to have a separate room for the practice of Yoga but the increase in number of students over the years forced us to shift the venue of practice to the auditorium which is very airy and spacious.

Health centre:

A room is provided as health centre where first aid medicines are preserved. It has resting space for students who fall ill while in college. This is the place where the doctor who visits the College examines his patients.

4.1.3 How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give specific examples of the facilities developed/augmented and the amount spent during the last four years (Enclose the Master Plan of the Institution / campus and indicate the existing physical infrastructure and the future planned expansions if any).

Our Management is always measured to make sure that the available infrastructure is in line with its academic growth. Similarly, we make it a point to ensure the optimum utilisation of our infrastructural facilities.

Our auditorium is used for a variety of purposes like examinations, club activities, practice of cultural activities etc. This facility is being used by many organisations like “Yoga Kshema Sabha” etc. This becomes all the more important because Irapuram, our village, does not have another auditorium. Our seminar hall also is used for the same purposes. Our College ground, with a 200 metres athletic track, is also used as Cricket and football fields. In the evenings, when the practice sessions of our students are over, our ground is used by the boys from the local club to play these games. There is an entrance for the canteen directly from the main road so that the public can also use it. This is very crucial since our College is in a rural area with very few tea shops. We have seven inter-active class rooms with internet connectivity which is being shared by different departments. Our gymnasium is used by the public as well for which we charge a small fee.

Our infrastructure underwent a lot of changes and additions during the post-accreditation period.

List of buildings and facilities started functioning in the post-accreditation period and the amount spent for each of them:

Sl. No	ITEM	AMOUNT (in lakhs)
1	Ladies hostel with UGC Grant.	70
2	10 MBPS leased line from BSNL.	0.24
3	All Departments networked and provided with internet.	1.2
4	Project Development Centre.	1.2
5	Hardware lab for Computer Science Department.	1
6	A new building (PN Namboothiri block) with 8 class rooms,1 computer lab, 2 department rooms and a seminar hall.	100
7	7 class rooms with inter-active projectors and internet connection	5.25
8	Building for the Library and Sree Sankara Cultural Study Centre.	92
9	New building and a whole new set of modern equipments for gymnasium.(Old equipments were dismantled)	9
10	A new room and separate computers and software for Language lab. (Language lab was functioning in the computer science lab)	6.5
11	A fully furnished air-conditioned seminar hall.	4.07
12	MSc Computer Science lab	4
13	MSc Chemistry lab with most modernistic equipments and facilities.	16
14	A refashioned Canteen keeping in mind cleanliness and facility.	1.8
15	Principal’s chamber refashioned with air-conditioning.	1.15
16	IQAC room redone with air-conditioning.	1.20
17	A conference room with a seating for 40 persons.	9.40
18	Additions to car parking shed	6
19	Biogas plant for the disposal of bio waste.	1.5
20	Mini incinerator.	0.5
21	Plant for Solar energy.	2
22	Measures for water harvesting.	0.5
23	3 Servers	4.5

The master plan of the institution is enclosed as Annexure V

4.1.4 How does the institution ensure that the infrastructure facilities meet the requirements of students with physical disabilities?

We have ramps in the building for the use of students with physical disabilities. We allow the students with disabilities to use the toilets in the respective department rooms. We have a wheel chair for their use. We allow the vehicles carrying the students with physical disabilities to come as near to their classrooms as possible. As far as possible we arrange their classes in such a way that they need not use stairs. Thus, the College is always prepared to provide the essential facilities as and when the need arises.

4.1.5 Give details on the residential facility and various provisions available within them:

Hostel Facility – Accommodation available

Recreational facilities, gymnasium, yoga centre, etc.

Computer facility including access to internet in hostel

Facilities for medical emergencies

Library facility in the hostels

Internet and Wi-Fi facility

Recreational facility-common room with audio-visual equipments

Available residential facility for the staff and occupancy

Constant supply of safe drinking water

Security

Hostel Facility – Accommodation available:

A girl's hostel with a capacity of 100 is available in the campus. 60 students and 3 teachers are staying in the hostel. There is also a full time warden staying with the girls who is ready with help should they need it.

Recreational facilities, gymnasium, yoga centre, etc.

There is a room for girl students to relax where recreational facilities like carom board and chess board etc. are provided. The boys also have a similar room. A table tennis board is provided in the ladies hostel. A gymnasium with ultra modern equipments is operating in the campus. It is being used by boys and girls assigning different timings to each. It is also used by the public after the use of our students is over and we charge a small fee for that. In the hostel, a room with audio visual facilities is arranged with strict time schedule for the usage.

Although we don't have a separate room for yoga centre, we conduct yoga classes regularly in the auditorium.

Computer facility including access to internet in hostel:

We have computers in the hostel with broad band internet facility. Wi-Fi facility is provided for those who have laptops.

Facilities for medical emergencies:

First aid medicines are available in the hostel.

Recreational facility-common room with audio-visual equipments:

A room with audio visual facilities is arranged with strict time schedule for the usage.

Available residential facility for the staff and occupancy:

Residential facility is provided for the lady staff in the girl's hostel. 3 of the staff are staying in the hostel.

Constant supply of safe drinking water:

2 drinking water points, 2 water coolers, are provided in the College with filters which provide safe drinking water. Filtered water is supplied in the hostel.

Security:

Security staff has duty round the clock at the hostel as well as at the College.

4.1.6 What are the provisions made available to students and staff in terms of health care on the campus and off the campus?

The College has a health centre in its premises where first aid medicines are preserved. It has resting space for students who fall ill while in college. This is the place where the doctor who visits the College examines his patients. Outside the campus, we have an arrangement with a hospital in the nearby town for treating our students in case of emergencies. We have started a medical insurance scheme for staff and students. A yoga class is arranged in the campus by the Yoga club which help the students to be physically and mentally healthy.

4.1.7 Give details of the Common Facilities available on the campus–spaces for special units like IQAC, Grievance Redressal unit, Women’s Cell, Counselling and Career Guidance, Placement Unit, Health Centre, Canteen, recreational spaces for staff and students, safe drinking water facility, auditorium, etc.

- A fully furnished air-conditioned room is provided as the office of IQAC. It has a computer system for the Office assistant, a lap top for the coordinator with high speed internet connectivity. The room has an additional telephone connection with broad band from BSNL for using in case of emergencies. All other office utilities like printer/scanner/copier ect. are provided.
- Separate rooms are provided for Grievance Redressal cell, Women’s cell, Counselling and career guidance, Placement cell etc.
- A room is provided as health centre where first aid medicines are preserved. It has resting space for students who fall ill while in college. This is the place where the doctor who visits the College examines his patients.
- Our canteen is in a separate building inside the campus. It was recently refashioned with new tables and chairs and tile work etc.
- There is a room for girl students to relax where recreational facilities like carom board and chess board etc. are provided. The boys also have a similar room. A table tennis board is provided in the ladies hostel. A room with audio visual facilities is arranged with strict time schedule for the usage in the hostel.
- A General store is functioning in the college from where students can purchase stationary item and books.

4.2 Library as a Learning Resource

4.2.1 Does the library have an Advisory Committee? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student/user friendly?

Yes. An eight member Library Advisory Committee is constituted at the beginning of every year. The function of the Library Advisory Committee is to support the functioning of the library so that it can facilitate the library development plans by advocating the library development activities with the management. The purpose of the Library Advisory Committee is to act as a channel of communication and dialogue between the College Library and its users. The Committee’s main objective is to aid in the establishment of a bridge between the Library and the academic fraternity and the College management.

Composition:

The suggested composition of this Committee is as follows:

- Chairperson: Principal/or any person nominated by the Principal will be the chairperson
- Members: Heads of any 5 Departments
- Secretary : Librarian Shall be the Secretary of LAC
- 1 student representative nominated by the Chairperson

Meeting Frequency:

The LAC meet at least once in every quarter to review the affairs of the library

Functions of LAC

- a) To provide general direction to the Library
- b) To review the functioning of the library with regards to its support to the academic programmes of the College.
- c) To advise the management on matters of policy relating to development of library.
- d) To monitor and evaluate, from time to time, trends and developments in information technologies, networking, library automation, library cooperation etc., and to direct the library in their adoption.
- e) To formulate action plan for the development of library infrastructure, facilities, products and services.
- f) Evaluate the suggestions made by the library users
- g) To formulate the policy for library use and procedure to be framed
- h) To assist library in providing need based information services
- i) Any other function as assigned by Principal

4.2.2 Provide details of the following:

Total area of the library (in Sq. Mts.)

3900 square feet

Total seating capacity

70

Working hours (on working days, on holidays, before examination days, during examination days, during vacation)

The library is open from 9am to 5 pm on all working days and Saturdays. The same schedule is followed during vacation, before examination days and during examination days. But, the timing may be extended beyond these schedules at the behest of the students.

Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources)

Library is well laid out with a hall for reading books and periodicals and another for keeping books. The third division is shared by the reference section and the Sree Sankara Cultural Study Centre.

Individual reading carrels, Lounge area for browsing and relaxed reading and IT zone for accessing e-resources are provided.

4.2.3 How does the library ensure purchase and use of current titles, print and e-journals and other reading materials? Specify the amount spent on procuring new books, journals and e-resources during the last four years.

Library holdings	Year – 1 2011-12		Year – 2 2012-13		Year – 3 2013-14		Year-4 2014-15	
	Numb er	Total Cost	Numb er	Total Cost	Numb er	Total Cost	Numb er	Tot al

								Cost
Text books	467	140604	324	138808	591	260553	857	204078
Reference Books	20	8250	28	10400	30	16617	20	12382
Journals / Periodicals	13	3240	13	3936	14	5004	30	44520
e-resources				INFLIBNET		INFLIBNET		INFLIBNET
Any other (specify)								

4.2.4 Provide details on the ICT and other tools deployed to provide maximum access to the library collection?

OPAC

Using the OCSCA software, the college has made the Online Public Access Catalogue (OPAC) facility which enables author based or subject –based or title based search facilities.

Electronic Resource Management package for e-journal.

Subscribed to INFLIBNET which provides e-books and e-journals via N-LIST.

Federated searching tools to search articles in multiple databases

Google scholar is being used for federated search.

Library Website

<http://ssvcollege.ac.in/index.php/library>

In-house/remote access to e-publications

Remote access to e-publications is given to faculty and PG students.

Library automation

The College Library is completely automated using OCSCA software

Total number of computers for public access:

:6

Total numbers of printers for public access

: 1

Internet band width/ speed

: 10 MBPS, dedicated leased line from BSNL

Institutional Repository

: D Space Software

Content management system for e-learning

Participation in Resource sharing networks/consortia (like INFLIBNET)

Subscribed to INFLIBNET

4.2.5 Provide details on the following items:

Average number of walk-ins : 60 to 80/day

Average number of books issued/returned : Issued 30-40 per day

: Returned 20-30 per day

Ratio of library books to students enrolled	: 25:1
Average number of books added during last three years	: 520
Average number of login to OPAC	: 25 to 30
Average number of login to e-resources	: 25 to 30

Average number of e-resources downloaded/printed:

Our college/Library enables downloading /printing of e-resources, but no records have been maintained of the same.

Number of information literacy trainings organized

With the help of faculties conduct literacy trainings/ Library orientation programmes for 1st year students.

Details of “weeding out” of books and other materials:

The weeding out of books is done at the recommendation of the Library Advisory Committee at an average of about 50 books a year.

4.2.6 Give details of the specialized services provided by the library

Manuscripts

The Library has a separate section, which is maintained by Sree Sankara Cultural Study Centre, where books on the teachings of Adi Sankara are kept. That section has a manuscript library in which about 100 manuscripts are preserved.

Reference

We have a rich and plentiful collection of reference books, amounting to well above thousand, in all subjects like Encyclopaedia Britannica, world book, Dictionaries etc.

Reprography:

A photocopier is in the Library for the students and faculty to use.

ILL (Inter Library Loan Service)

We have arrangement with 3 libraries and with these inter Library Loan Service is available. The Libraries are V.T.B. College Library, SSV College, Nagaroor Library both of which are under our Management and Valayanchirangara public Library.

Information deployment and notification (Information Deployment and Notification)

Information about the new arrival of books is displayed at the entrance of the Library. Information about career opportunities and higher studies is displayed on the career guidance notice board placed in the library.

Download

The faculty/Students can download e-journals and e-books from N-LIST.

Printing

The facility to print the downloaded material is available in the Library for a small cost.

Reading list/ Bibliography compilation

Reading list and Bibliography are available through OPAC.

In-house/remote access to e-resources

The faculty and PG students are allowed remote access to e-resources like INFLIBNET.

User Orientation and awareness

At the beginning of a course, the freshers are given orientation and awareness on how to use the Library and how to search for material etc.

Assistance in searching Databases

INFLIBNET/IUC facilities

4.2.7 Enumerate on the support provided by the Library staff to the students and teachers of the college.

The Library staffs are very cordial and help the students to search books and other materials. New arrivals are notified in front of the Library. The 1st year students are given orientation on how to use the Library by the staff members with the help of the Librarian. Our Library is bringing out a web magazine where the staff and students showcase their creativity. Photocopying is also a facility rendered by the Library staff.

4.2.8 What are the special facilities offered by the library to the visually/physically challenged persons? Give details.

The Library staffs are very accommodative when it comes to helping visually/physically challenged persons. All possible helps are provided to them for finding out the books of their choices etc. A proposal is underway for the purchase of Daisy books for persons who cannot read normal print.

4.2.9 Does the library get the feedback from its users? If yes, how is it analyzed and used for improving the library services. (What strategies are deployed by the Library to collect feedback from users? How is the feedback analyzed and used for further improvement of the library services?)

Feed back is taken from the users on the performance of the library. For the past 4 years digital feedback is taken from 4 to 5 users randomly every day from the students who visit the library regularly. A feedback form is also available on the college library website. The Library committee analyses the feedback and better user services are offered.

4.3 IT Infrastructure

4.3.1. Give details on the computing facility available (hardware and software) at the institution.

Number of computers with Configuration (provide actual number with exact configuration of each available system)

Computer-student ratio

Stand alone facility

LAN facility

Wifi facility

Licensed software

Number of nodes/ computers with Internet facility

Any other

Number of computers with Configuration (provide actual number with exact configuration of each available system):

UG Lab Computer configuration and Numbers

Sl No	Processor	Memory	Hard Disk	Monitor	Numbers
1	Core i3	2GB	500GB	LED	10
2	Dual Core	2GB	500GB	LED	13
3	Dual Core	2GB	500GB	LCD	6
4	Dual Core	2Gb	160GB	LCD	6
5	Pentium	2GB	500GB	LCD	12

6	Core 2 Duo	1GB	160GB	LCD	3
TOTAL					30

PG Lab Computer configuration and Numbers

Sl No:	Processor	Memory	Hard Disk	Monitor	Number s
1	Core i3	2GB	500GB	LED	12
TOTAL					12

Language Lab Computer configuration and Numbers

Sl No:	Processor	Memory	Hard Disk	Monitor	Number s
1	N Computing N300			LED	20
TOTAL					20

Office Computer configuration and Numbers

Sl No:	Processor	Memory	Hard Disk	Monitor	Number s
1	Core i3	2GB	500GB	LED	2
2	Dual Core	2GB	500GB	LCD	3
3	Dual Core	2Gb	160GB	LCD	1
4	Core 2 Duo	2GB	160GB	LCD	2
TOTAL					8

Project Development Centre Computer configuration and Numbers

Sl No:	Processor	Memor y	Hard Disk	Monitor	Numbers
1	N Computing N300				2
2	Dual Core	2GB	500GB	LCD	3
TOTAL					5

Library Computer configuration and Numbers

Sl No:	Processor	Memor y	Hard Disk	Monitor	Number s
1	Dual Core	2GB	500GB	LCD	4
TOTAL					4

Chemistry Lab Computer configuration and Numbers

Sl No:	Processor	Memory	Hard	Monitor	Number
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			Disk		s
1	Dual Core	2GB	500GB	LCD	2
TOTAL					2

Physics Lab Computer configuration and Numbers

Sl No:	Processor	Memory	Hard Disk	Monitor	Number s
1	Dual Core	2GB	500GB	LCD	1
2	Pentium	2GB	160GB	LCD	1
3	Core 2 Duo	1GB	160GB	LCD	1
TOTAL					3

Department Computer configuration and Numbers

Sl No:	Processor	Memory	Hard Disk	Monitor	Number s
1	Core i3	2GB	500GB	LED	1
2	Dual Core	2GB	500GB	LCD	10
3	Pentium	2GB	500GB	LCD	2
TOTAL					13

Server Computer configuration and Numbers:

Sl No:	Processor	Memory	Hard Disk	Monitor	Number s
1	INTEL Xeon	16GB	2TB	LCD	01
2	INTEL Xeon	4GB	500GB	LCD	03
TOTAL					04

NAAC office Computer configuration and Numbers

Sl No:	Processor	Memory	Hard Disk	Monitor	Number s
1	Core i3	2GB	500GB	LED	2
TOTAL					2

Others

Sl No:	Processor	Memor y	Hard Disk	Monitor	Numbers
1	Pentium	2GB	500GB	LCD	2
TOTAL					2

Computer-student ratio

: 1:8

Stand alone facility

: 2 systems in the Office and 2 in the Chemistry lab

LAN facility	: The whole College is networked and having high speed internet connection.
Wifi facility	: Some areas like Principal's Chamber, Library, NAAC office etc are Wifi enabled but password protected to prevent misuse.
Licensed software	: All operating systems and software are licensed.

Number of nodes/ computers with Internet facility

We have 110 computers in the College and all of them are having internet facility.

Any other:

Broadband Facility :Dedicated leased line of BSNL with optical fibre cable of 10Mbps 1Mbps broad band facility for office, NAAC room and Principal's Chamber

4.3.2 Detail on the computer and internet facility made available to the faculty and students on the campus and off-campus?

Faculty can avail the internet facility in their respective Departments. Five computers are made available in the library for the students to access the internet.

4.3.3 What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?

The deployment and upgradation of our IT infrastructure is the concern of our College Management. We plan our developments early and inform the Management so that they can allot money early enough. This is done only when UGC or any other help is not readily available. Our College budget provide enough resources to purchase and maintain IT infrastructure and associated facilities.

4.3.4 Provide details on the provision made in the annual budget for procurement, upgradation, deployment and maintenance of the computers and their accessories in the institution (Year wise for last four years)

Year	Procurement	Upgradation	Deployment	Maintanance
2011-2012				50000
2012-2013	1500000	700000	90000	6000
2013-2014	250000	20000	80000	28730
2014-2015	810000	70000	140000	6220

4.3.5 How does the institution facilitate extensive use of ICT resources including development and use of computer-aided teaching/ learning materials by its staff and students?

The extensive use of ICT resources is facilitated by the College authorities. Every year classes are conducted for the faculty in the use of computers and internet and other electronic gadgets like inter-active projectors. The Departments are completely networked having intranet using DSpace software. All Departments are having high speed internet

connectivity also. The faculty can use the project Development Centre, attached to Department of Computer Science, for making teaching aids with the help of experts in the Department.

4.3.6 Elaborate giving suitable examples on how the learning activities and technologies deployed (access to on-line teaching - learning resources, independent learning, ICT enabled classrooms/learning spaces etc.) by the institution place the student at the centre of teaching-learning process and render the role of a facilitator for the teacher.

We are aware that this transformation from teacher centric method to student centric one cannot be done in a day but need time. Our College is leaving no stone unturned to achieve this.

- ❖ Campus is equipped with Internet & Intranet facilities with power backup.
- ❖ 7 classes are outfitted with inter-active projectors/boards and such an arrangement is made where two Departments share one inter-active class room.
- ❖ All Departments have at least one computer system with internet connection.
- ❖ Student centric method of teaching is promoted and all support is given for the same by way of giving training and giving all possible help to make teaching aids etc.
- ❖ Library is fully automated with subscription to INFLIBNET.
- ❖ Being a member of NPTEL, National Programme on Technology Enhanced Learning, we have with us about 4 TB of educational data which is used for teaching.

4.3.7 Does the Institution avail of the National Knowledge Network connectivity directly or through the affiliating university? If so, what are the services availed of?

No.

4.4 Maintenance of Campus Facilities

4.4.1 How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities (substantiate your statements by providing details of budget allocated during last 4 years)

Even though maintenance of campus infrastructure is the issue of the Management, the grants from the UGC and the support from Alumni, PTA and staff are utilized properly while preparing the budget. There are effective mechanisms for the upkeep of the infrastructure facilities and promote the optimum use of the same. The budget allocated for maintenance and upkeep of campus facilities for the last four years are given below:

Item	Year	Amount Allocated	Amount Utilized
Building	2011-12	10000000	9830600
	2012-13	10000000	9200000
	2013-14	1900000	1840000
	2014-15	1600000	1600000
Maintenance and repair	2011-12	100000	77341
	2012-13	25000	241243
	2013-14	250000	238966
	2014-15	125000	100778
Equipments	2011-12	120000	120000

and Furniture	2012-13	125000	120000
	2013-14	1250000	1225000
	2014-15	650000	630000
Computers	2011-12	50000	50000
	2012-13	230000	229000
	2013-14	400000	398730
	2014-15	1100000	1098220
Office automation expenses	2011-12	40000	39800
	2012-13	70000	69300
	2013-14	70000	69800
	2014-15	72000	71800
Administrative	2011-12	900000	833364
	2012-13	900000	839552
	2013-14	600000	562756
	2014-15	530000	514323

4.4.2 What are the institutional mechanisms for maintenance and upkeep of the infrastructure facilities and equipment of the College?

Many of our equipments like Photostat machines etc. are on AMC. We have a full time, permanent System Administrator who is adept in hardware also. Those computer systems which have completed their guaranty periods will be repaired by him. We have an arrangement with the furniture manufacturers next to our Campus for repairing damaged furniture immediately. The maintenance of the buildings will be supervised by a committee of the Management constituted for this purpose and done by a contractor. An electrician and plumber are available on call any time.

4.4.3 How and with what frequency does the institute take up calibration and other precision measures for the equipment/ instruments?

Calibration of equipment/instruments is done whenever a problem is found.

4.4.4 What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water etc.)?

Sensitive equipments are located safely. All computers and other electronic gadgets are connected through UPS. Air-conditioners are connected through voltage stabilisers which provide even flow of electricity and give them protection from lightning etc. 2 diesel power generators of 20 KWA each stand in good stead for the power backup. Computer LAN switches are connected through surge protectors which help to withstand voltage fluctuations and even lightning. Four tanks with a capacity of 2000 litres each and one with a capacity of 15000 litres help us to provide constant supply of water.

Any other relevant information regarding Infrastructure and Learning Resources which the college would like to include.

The College makes all efforts to make optimum use of our infrastructural facilities. Despite being financially not so affluent,

CRITERION V: STUDENT SUPPORT AND PROGRESSION

5.1 Student Mentoring and Support

5.1.1 Does the institution publish its updated prospectus/handbook annually? If 'yes', what is the information provided to students through these documents and how does the institution ensure its commitment and accountability?

Yes. Our Institution publishes its updated handbook and prospectus annually. The information about the following is provided in the College Hand Book:

- Our Motto
- Our Vision
- Our Mission
- Prayer
- About the College
- Trust Executive Committee
- College Office Bearers
- College Council
- Our Managers
- Our Principals
- Academic Programmes
- About the Staff
- Rules for Admission & Withdrawal
- Conduct, Behaviour & Discipline
- Principal – the Ultimate Disciplinary Authority
- Attention for Students
- About Kerala Ragging Prohibition Act 1998
- Rules for Collection & Refund of Fees
- Caution Deposit
- Fees Structure
- Examination & Test Paper
- Identity Cards
- Moral and Value Education
- Scholarship and Fee concession
- Choice based Course- Credit –Semester System (Grading and Marks)
- Internal Assessment Programme (Attendance, Seminar, Test Paper, Assignments)
- External Examination (Project and Viva)
- Mark cum Grade Card.
- Library
- Mahatma Gandhi University Students Code of Conduct Rules 2005.
- NAAC
- IQAC
- Anti-Raging Cell
- Surprise Inspection Squad
- SC/ST monitoring committee
- Grievance redressing cell

Library advisory committee
 Disciplinary committee
 Admission committee
 Planning Board
 UGC Cell
 Alumni Association
 IGNOU
 PTA
 NSS
 Science Forum
 Planning Forum
 Women's Forum
 Arts and Cultural Forum
 Hostel Committee
 Cine Club
 Literary Club
 Debate Club
 Tourism Club
 Quiz Club
 Yoga Club
 Chess Club
 Career Guidance and Placement Cell
 Add On Course
 Bhaumika- The Nature Club, Since 1993
 Heritage Museum
 Sree Sankara Cultural Study Centre
 Scholarship and Endowments
 M G University Contact Numbers
 Academic Calendar
 SSV College Contact Numbers of Teaching and Non-Teaching Staff
 Contact Numbers of Retired Teaching and Non -Teaching Staff.
 Important Land Marks.

Information provided in the Prospectus:

Our Moto
 Our Vision
 Contact Address
 About Sree Sankara Vidyapeetom college
 Infrastructure
 Library
 Language Laboratory
 Laboratories
 Computer Lab
 Physics Lab
 A/c Auditorium
 Canteen
 Gymnasium
 Hostel
 Course Offered

The institution ensures its commitment and accountability to these documents by way of ensuring that the facts provided in these documents are fulfilled

5.1.2 Specify the type, number and amount of institutional scholarships / freeships given to the students during the last four years and whether the financial aid was available and disbursed on time?

The college has a Scholarship enforcement committee which takes notice of all the scholarships available for students. The committee ensures the effective mechanism of availing scholarships for the deserving students, thereby empowering them and encouraging them to pursue their programmes and reach success by assisting them to apply in time and follow up if necessary. The committee provides frequently updated details of institutional scholarships/ freeships and other national/ regional/ state/ central/ UGC scholarships.

SCHOLARSHIPS AND ENDOWMENTS

The retired staff and other Well-Wishers of SSV College have instituted 18 Subject Oriented scholarships & endowments for the encouragement of students in academic matters. Now, the college is unable to disburse the awards due to the implementation of CBCSS System. The college council has requested the concerned authorities to re-constitute the nature of scholarships in accordance with the present curriculum.

Sl No.	Name of the scholarship	Instituted by	No of Students per year
1	SreemathSankaracharyaVidyanidhi	Sri. R. Sukumaran	1
2	K.N. KuttanNamboothirippad Endowment	K.G.N. Namboothiripad	2
3	Karakulam Krishnan Potty SmarakaVidyanidhi	Purushothaman potty	1
4	Naramangalam Narayanan NamboothiriSmaranikaVidhyanidhi	Prof.T.K. Ramakrishnan Nair, Former Principal.	2
5	SreedeviAntharjanamSmarakaVidyanidhi	V.P. Narayanan Namboothiri	1
6	A.P.P. SmaranikaVidyanidhi	D.M. Vasudevan Namboothiripad	2
7	VechoorJanardhananNamboothiriSmarakaVidyanidhi	AnilkumarOorillam	1
8	K.N.KesavanNamboothiripadSmarakaVidyanidhi	Prof. Sasibhooshan Namboothiripad	2
9	M.N. Namboothiri Endowment	M.N. Narayanan Namboothiri	1
10	K. SreedharanNamboothiri Scholarship	Students of S.S.V. College (1984-85)	1
11	Arya Krishna Trophies	Sri.K. Sreedharan Namboothiri	1
12	K. SreedharanNamboothiri Ever Rolling Trophy	Students of S.S.V. College, 1884-85 to the best House	1

				in the Annual Sports & Games.	
13	Kottavattom D. Narayanan Potti Memorial, Endowment			Smt. Bhargavi Antharjanam.	1
14	M.K. Vasudevakurup & Smt. Chellamma Memorial Scholarship	M.		Prof.E. Narayana Kaimal	1
15	N. Govinda Kurup Vaidyan & Smt. K. Pankajakshi Amma Memorial Scholarship			Prof.E. Narayana Kaimal	1
16	P.N. Ramakrishnan Nair Memorial Scholarship			Prof. E. Narayana Kaimal	1
17	Narayana Menon & Sarada Kunjamma Endowment			Prof. N. Sivasankaran Kartha	1
18	V. Kesavan Namboothiri Endowment			Prof. Nandakumar V.V.	1
19	Manju Foundation Scholarship			Manju foundation -Charitable and Educational Trust	2

Apart from the institutional scholarships and endowments given, the students avail many external scholarships like Post Metric scholarships, Central Sector Scholarships, Kerala State Higher Education Council Scholarships, Higher Education Merit Scholarship, Muslim Girls Scholarships, UGC stipend, Muslim/Nadar scholarships, Govt. of India Hindi Scholarships, and State Merit Scholarship

5.1.3 What percentage of students receive financial assistance from state government, central government and other national agencies?

Details of fee concession through KPCR*

68% of students receive financial assistance from state government, central government and other national agencies.

5.1.4 What are the specific support services/facilities available for?

- ❖ Students from SC/ST, OBC and economically weaker sections
- ❖ Students with physical disabilities
- ❖ Overseas students
- ❖ Students to participate in various competitions/National and International
- ❖ Medical assistance to students: health centre, health insurance etc.
- ❖ Organizing coaching classes for competitive exams
- ❖ Skill development (spoken English, computer literacy, etc.,)
- ❖ Support for “slow learners”
- ❖ Exposures of students to other institution of higher learning/ corporate/ business house etc.
- ❖ Publication of student magazines

Specific support services/facilities available:

SC/ST, OBC and other economically weaker sections:

SC/ST monitoring Cell is functioning in the College to protect the rights and privileges of SC/ST students in the college. It takes care to provide them with all assistance

available from the government in addition to addressing their personal problems. Their progress is examined periodically and great care is taken to see that they are not marginalized any way in the college. The institution is happy to obey the directives of UGC and Mahatma Gandhi University.

20 percent seats are reserved for SC/ST students. While preparing list for admission, apart from the SC/ST quota list, those who secure high marks for the qualifying exam are included in the general merit list, thereby ensuring their maximum representation. Besides the fee concession which is 100%, SC/ST students get a monthly stipend of 600 rupees. OBC students also get full fee concession. Remedial classes are conducted for SC/ST students with UGC assistance. The other programmes conducted with UGC assistance like NET coaching and “Coaching for entry into service” etc. also target these disadvantaged sections though not exclusively. Economically weaker sections also get full fee concession. Over 68 % of students of our College are receiving scholarships and fee waiver schemes from the Government and other organisations.

Students with physical disabilities:

Ramps are made at the entrance of main buildings for the use of physically disabled. A wheel chair is available in the office for their use. They are allowed to use the toilets in their Department staff rooms. The vehicles carrying students with physical disabilities are allowed to go as near as possible to their classes. Above all, the whole College is always ready to help students with physical disabilities.

Students to participate various competitions:

Students are encouraged to participate in competitions and they are given all possible help. The College designate teachers to accompany them and bear all their expenditure.

- The department associations, the various clubs, and the different forums of the college ensure the active participation of student in competitions like debates, quiz, extempore speech, best manager and literary competitions at intra-departmental, inter-departmental, intercollegiate and other levels.
- The National Service Scheme provides opportunities for the students to participate in various competitions at college, state and national levels, and selection for various camps.
- The institution offers training for various competitive exams which help students perform well in competitive exams like UGCNET, CSIRNET, SET, SLET etc.

Medical assistance to students:

A free medical check up is conducted for first year students at the beginning of the academic year. The College has a health centre with first aid medicines and a space for students to take rest in an emergency. We are in the process of providing Medical insurance to all students and staff.

In addition to this, one student of History was given about Rs.1,10,000/ and another student of Hindi department was given Rs.50,000/ for their treatments from fund raised from within the College community.

NSS conducts classes for learning First aid.

The Dept. of Bio- Science conducted blood grouping camp for first year students of the college every year. In association with the college union and Taluk Hospital, Aluva Bio-Science Department conducted blood donation camp on 16th November 2010.

Organising coaching classes for competitive exams:

The College conducts classes for PSC test, entry into service and coaching to NET regularly. The Department of Commerce has an MoU with the Institute of Computer Education and Tally Training Centre, Aluva to impart training in Tally software to students

of our College.

Skill development:

Spoken English classes are conducted regularly by the English Department. English Department is conducting a certificate course in communicative English. The Department of Hindi also conducts a certificate course in communicative Hindi.

The Computer Science Department conducts computer literacy classes for the students. In collaboration with the Government of Kerala and the Higher Education Department, the College conducts the ASAP (Additional Skill Acquisition Programme) which focuses on training to develop additional skills for employability. The Career counseling and placement cell also conducts activities for skill development of students.

Support for slow learners:

An aptitude test is conducted at the beginning of the academic year for the freshers and the slow learners are identified. They are given remedial and other special coaching like “Scholar Support Programme” enabling them to catch up with the rest. The Tutorial system, which is functioning in the College very effectively, makes sure that the slow learners are motivated and helped to catch up with the rest.

Exposure to other institutions of learning/corporate/business house etc.:

Students are taken for study tours when they visit industrial houses and other institutions connected with their area of study. MoU are signed with many industrial houses for industrial training for students.

Publication of student’s magazines:

A student editor is elected every year with the objective of publishing a magazine. The publication gives the students opportunity to express their creative literary and other talents. In addition to this, individual Departments bring out manuscripts magazines and news letters to display the latent talents of their students.

5.1.5 Describe the efforts made by the institution to facilitate entrepreneurial skills, among the students and the impact of the efforts.

An Entrepreneurship Club is operating in the college to encourage and develop entrepreneurial skills among the students. This help students turn their ideas and passions into businesses and develop future business leaders. The Club conducts seminars, face-to-face interactions with successful entrepreneurs, visits to Small Scale Industrial units etc. These activities help to inculcate the spirit of Entrepreneurship among the students which will finally lead to starting new enterprises. Many of our alumni has successfully started new businesses.

The Commerce Department conducts a fair called Akraya in which students from all over the state are participated.

5.1.6 Enumerate the policies and strategies of the institution which promote participation of students in extracurricular and co- curricular activities such as sports, games, Quiz competitions, debate and discussions, cultural activities etc.

- ❖ Additional academic support, flexibility in examinations
- ❖ Special dietary requirements, sports uniform and materials
- ❖ Any other

The College recognises the importance of extracurricular and co-curricular activities in the holistic development of an individual and has an extremely positive attitude towards it.

Seats are reserved for students with excellence in sports and cultural events. Facilities to play football, cricket, badminton, kabaddi, chess, table tennis, volleyball, ball

badminton, athletics etc. are provided in the College. The Physical Education Department provides all equipments to practice these games. Attendance is given to students who miss classes due to practice of sports and games. The Department also provide food in the canteen to those selected members who represent the College in inter-collegiate tournaments. The uniforms are also provided. The Department spend all the expenses connected with the travel and boarding of College teams for inter-collegiate tournaments. Intra-mural tournaments are conducted every year between departments and winners are complimented. A state of the art gymnasium helps the students to practice for body building competitions.

Participants in cultural events are also promoted in the campus. An arts club secretary is elected every year who with the help of the College union conduct the cultural competitions in the College. The staffs in charge of Arts and Cultural Forum of the College give them the required direction in their efforts. An Arts Festival and the College Day is celebrated with pomp and gaiety in the Campus. The best performers are taken to the intercollegiate university festival. All expenses connected with their travel and stays are borne by the College Union. All possible help like arranging specialists to coach the teams and individuals are given by the College. The staff members who are in charge of cultural activities accompany the students and give guidance and help.

Activities of a number of clubs inside the campus also give the students avenues for showcasing their talents. The clubs that are alive and kicking inside the campus are; Arts and Cultural Forum, Sree Sankara Cultural Study Centre, Science Forum, Nature Club, Debate Club, Quiz Club, Yoga Club, Literary Club, Chess Club, etc. These clubs have student convenors as well as teachers in charge to supervise their smooth functioning.

Internal examinations are conducted again if any student misses it for participating in any of the competitions representing the College.

Each Departments has a Department association which has a crucial role to play in the case of extracurricular and co-curricular activities. They have an elected student secretary to monitor their activities. They conduct cultural and other programmes for the students of their departments.

5.1.7 Enumerating on the support and guidance provided to the students in preparing for the competitive exams, give details on the number of students appeared and qualified in various competitive exams such as UGC-CSIR- NET, UGC-NET, SLET, ATE / CAT / GRE / TOFEL / GMAT / Central /State services, Defense, Civil Services, etc.

The Career guidance and Placement Cell conducts classes to enhance the employability of our students. The “Coaching for Entry into Services” provides coaching classes for various competitive exams including bank tests, PSC tests etc. NET coaching is conducted for the post graduate students regularly.

Students who qualified for competitive exams:

Sl. No.	Name of the Exams	Department	No. of students passed
1	NET	Commerce	6
		History	1
		English	2
		Chemistry	2
2	SET	Hindi	13
		Mathematics	1
		Commerce	3

		English	9
		History	2
3	TET	English	5
4	MAT	Commerce	3

5.1.8 What type of counselling services are made available to the students (academic, personal, career, psycho-social etc.)

We have a three tier system of counselling services available to our students. The system starts from the class room where the tutor identifies the students who are in need of counselling. He/she can easily do it as he/she is very close to his/her wards and can find out students with behavioural problems, restlessness and learning disorders. These students are helped by their tutors to overcome the problem. If the problem is beyond the scope of the tutor, he/she will be referred to the Counsellor of the College. If that is not enough, he/she is referred to the professional counsellor who visits our College every other week. In this way, our students get all types of counselling such as academic, personal, psycho-social etc. Career counselling is given by Career guidance and placement cell. Job opportunities and options for higher studies are displayed in the notice board of the cell displayed in the Library. The Career Guidance, Counselling and Placement Cell conduct personality development classes for our students.

5.1.9 Does the institution have a structured mechanism for career guidance and placement of its students? If 'yes', detail on the services provided to help students identify job opportunities and prepare themselves for interview and the percentage of students selected during campus interviews by different employers (list the employers and the programmes).

Yes. The College has a vibrant Career Guidance and Placement Cell. The Cell provides students with the resources and skills necessary to pursue their career goals. The Cell functions under the guidance of Placement Officers. The main activities of the Cell are;

1. Maintaining database of students to refer them for suitable job vacancies
2. Conducting campus interviews for reputable and professional organizations.
3. Training students for their professional career.
4. Preparing them for competitive civil exams, higher studies and choosing a rewarding career.
5. Giving information on Professional Development courses and higher studies available in India and abroad and informing the students. The employment opportunities are also informed through the notice board placed in the Library.
6. Conducting training programs on Behavioural Skills and Personality Developments.
7. Assisting students in discovering their strengths, sharpening their interests and planning for a satisfying future.

5.1.10 Does the institution have a student grievance redressal cell? If yes, list (if any) the grievances reported and redressed during the last four years.

Yes. The institution has a student grievance redressal cell. There is provision for the redress of grievance at four levels. Complaints shall be brought to the notice of the teacher concerned in the first instance. If the student is not satisfied with the decision, he/she may appeal to the Departmental Grievance Redressal Cell, which has as members, the Head of

the Department, the Class-teacher and the teacher concerned. The student will also have the freedom to make further appeal to the College Level Grievance Redressal Cell.

The fourth is the University level mechanism chaired by the Vice Chancellor. A complaint box is placed in the campus and the student has the right to be anonymous.

Most of the grievances are related to internal evaluation which is resolved by the Departmental Committee formed for the purpose as directed by the University. The other grievances concerning physical facilities are redressed by discussing with the Management. Complaints were received about drinking water, two wheeler parking, Cleanliness of toilets, Canteen etc. which were figured out during the last 4 years.

5.1.11 What are the institutional provisions for resolving issues pertaining to sexual harassment?

As per the guidelines of Supreme Court, UGC, Sexual Harassment of Women at Workplace (Prevention, Prohibition & Redressal) Act, 2013, an Anti-Sexual Harassment Cell is constituted in the College from 2013-14 to provide a healthy and congenial atmosphere to the staff and students of the College. The cell was constituted to meet the following basic objectives:

To develop the guidelines and norms for a policy against sexual harassment

- a) To develop principles and procedures for combating sexual harassment.
- b) To work out details for the implementation of the policy.

All issues pertaining to sexual harassment is resolved by this Cell.

5.1.12 Is there an anti-ragging committee? How many instances (if any) have been reported during the last four years and what action has been taken on these?

Yes. An anti ragging Committee is nominated with the Principal as convenor, two senior staff members, two students with one fresher, one non-teaching staff, one NGO, one Grama Panchayath member and a police Officer as members.

This Cell advertises the law pertaining to Ragging and its legal implications at the time of counselling and by way of displaying posters all over the College. The names and phone numbers of members of anti-ragging committee is made available to students and they are free to approach the members any time of the day. Immediate action is taken considering the seriousness of the issue. An anti ragging affidavit is signed by the student and the parent at the time of admissions. Due to the utmost vigilance of this committee, no major incidence of ragging was reported for the past 4 years.

5.1.13 Enumerate the welfare schemes made available to students by the institution.

The following Committees are operating in the College for the welfare of the students:

- Students grievance Redressal forum
- Anti ragging cell
- Surprise Inspection Squad
- SC/ST Monitoring Committee
- Library Advisory Committee
- Disciplinary Committee
- Admission Committee
- Anti-Sexual Harassment Cell

Apart from these we have the following;

- INFLIBNET in the Library
- Canteen
- General store

Health centre
 Gymnasium
 Ladies hostel
 Career Guidance and Counselling Cell
 Professional counsellor
 NET coaching
 PSC coaching
 Water coolers for drinking water
 Photocopier
 Students centre for boys
 Retiring room for girls
 Biogas plant
 Incinerator
 Solar panels
 Generators for power back up
 Internet facility
 Health insurance
 Scholarships

5.1.14 Does the institution have a registered Alumni Association? If ‘yes’, what are its activities and major contributions for institutional, academic and infrastructure development?

Yes. Our College has a registered Alumni association. Apart from the Central one, every Department has their own Alumni associations.

Alumni Association of our College is named “Samskruthy”. It provides a variety of benefits and services that helps to maintain their connection with this Institution. The purpose of our Alumni is to foster a spirit of loyalty and to promote the general welfare of this College. The formation of Samskruthy was the result of enthusiasm and willingness of several individuals who are willing to take on the organisational initiatives. Annual alumni meetings are conducted regularly on 26th of January every year. Last year the retired teachers and other staff were honoured in a grand function which was attended by more than 500 alumni members. Alumni extend their financial assistance to economically disadvantaged students with academic excellence. They have formed a blood donors forum which is very active. The Alumni cooperate with the extension activities of NSS.

5.2 Student Progression

5.2.1 Providing the percentage of students progressing to higher education or employment (for the last four batches) highlight the trends observed.

Departments	Year	UG to PG (%)	PG To M.Phil (%)	Employ ed (%)	Campus selection (No.s)	Other recruitment (state/ central etc.)
Mathematics	2013-14	50	NA			
	2012-13	48	NA	11		
	2011-12	40	NA	20		
	2010-11	43	NA	28		
Physics	2013-14	41	NA			
	2012-13	32	NA	9		
	2011-12	35	NA	12		

Chemistry	2010-11	20	NA	20	
	2013-14		NA		
	2012-13	40	NA	Nil	
	2011-12	43	NA	11	
Computer Science	2010-11	46	NA	23	
	2013-14		NA		5(3 wipro,2In fopark)
	2012-13	21	NA	23	3
	2011-12	18	NA	18	
Hindi	2010-11	15	NA	17	
	2013-14		NA		1
	2012-13	46	NA	24	2
	2011-12	43	NA	20	
History	2010-11	40	NA	23	
	2013-14		7		
	2012-13	38	5	9	
	2011-12	40	6	12	
Economics	2010-11	35	4	18	
	2013-14		NA		
	2012-13	40	NA	7	1
	2011-12	42	NA	11	1
English	2010-11	38	NA	21	
	2013-14		NA	20	
	2012-13	42	NA	7	
	2011-12	38	NA	12	
Commerce	2010-11	30	NA	19	
	2013-14		NA	45	3
	2012-13	79	NA	30	18
	2011-12	76	NA	38	
	2010-11	72	NA	43	

5.2.2 Provide details of the programme wise pass percentage and completion rate for the last four years (cohort wise/batch wise as stipulated by the university)? Furnish programme-wise details in comparison with that of the previous performance of the same institution and that of the Colleges of the affiliating university within the city/district.

Department	2009-2010		2010-11		2011-12		2012-13	
	SSVC	SPC	SSVC	SPC	SSVC	SPC	SSV C	SPC
UG								
Mathematics	50	50	65	41	59	93	79	75
Physics	75	35	68	55	93	94	77	74
Chemistry	57	84	90	87	76	88	83	70
Commerce (Taxation)	80	96	97	96	98	98	97	94
English	54	87	78	37	88	82	96	90

Hindi	88	85	77	50	80	83	65	88
Economics	81	95	76	37	87	94	68	75
History	91	79	85	33	89	79	94	68
Computer Science	71	NA	50	NA	86	NA	91	NA

5.2.3 How does the institution facilitate student progression to higher level of education and/or towards employment?

The Tutorial System prevailing in the Campus identifies students with prospects and motivates them to go for higher studies. The Career Guidance and Placement Cell notifies higher education opportunities and details of admission tests etc. are informed well in advance. The Career Guidance and Placement Cell arranges career guidance classes for the final year students in which various opportunities are discussed. The Cell also helps the students in progression towards employment also by way of arranging campus recruitments. The students are sent to Campus recruitments conducted in other institutions as well. Personality development classes and seminars are arranged by the Cell for the smooth progression of students towards employment. Thus the College does everything possible to facilitate student progression to higher level of education and/ or towards employment.

5.2.4 Enumerate the special support provided to students who are at risk of failure and drop out?

The Tutorial system comes in handy to find out students at the risk of failure and dropout. The healthy parent teacher rapport prevalent in the campus makes the things easier. When there is any doubt about a student, his/her parents are contacted personally and the problem is discussed. Counselling is given to parents and students by way of discussions and the student is motivated to continue. Special coaching is given if the reason is academic such as inability to follow classes etc.

The economic reasons are also met with by the individual teachers as well as the Management. This system has proved successful and the low dropout rates substantiate this point.

5.3 Student Participation and Activities

5.3.1 List the range of sports, games, cultural and other extracurricular activities available to students. Provide details of participation and program calendar.

Sports and Games:

The College gives special coaching to interested students in Football, Volleyball, Cricket, Badminton, Ball badminton, Kabaddi, Chess etc. apart from Athletics. We participate in the inter-collegiate tournaments in all these games. The College teams for these sports and games, to represent the College, are selected from the students who perform well in coaching camps conducted before the tournaments. The participating students are provided refreshments, uniforms and all equipments needed for their sports activity. All expenses connected with the travel and board of the teams are borne by the College. Table tennis board, Chess board and Carrom board are provided in the Ladies hostel for their recreation. A well outfitted gymnasium is used extensively by both boys and girls.

The functioning of a number of clubs ensures that the students have a host of extracurricular activities to engage themselves in. The most important among them is Arts

and Cultural Forum which conducts the cultural activities of the College. An arts festival is conducted in the College and the winners of all items are given special training to participate in the MG University arts festival. The expenses of participation are met by the College. Apart from the Art and Cultural Forum, our College has the following active clubs and forums.

1. Sree Sankara Cultural Study Centre
2. Science Forum
3. Nature Club
4. Debate Club
5. Quiz Club
6. Yoga Club
7. Literary Club
8. Chess Club
9. Planning Forum
10. Women's forum
11. NSS
12. Entrepreneurship Club

Over and above these, the Department Associations also conducts various curricular, co-curricular and extracurricular activities.

All these contribute towards a congenial atmosphere for student participation in extracurricular activities.

5.3.2 Furnish the details of major student achievements in co- curricular, extracurricular and cultural activities at different levels: University / State / Zonal / National / International, etc. for the previous four years.

- ❖ The College Chess team received 4th place in the MG University Chess tournament in 2011
- ❖ The College Ball badminton team received 4th place in the inter-zone tournament of MG University in 2014
- ❖ Renjith Reghunath of 1st BSc Computer Science got 3rd place in MG University Judo Championships.
- ❖ Midhun T.V(2011-14) participated and won third prize in Quiz Competition conducted by Chinmaya institute of Sanskrit research centre
- ❖ Mithun Mohan K. of has to his credits the following achievements
 - Mr.Ernakulam 2012, Senior Bronze 80 Kg.
 - Mr.Ernakulam 2013, Senior Bronze
 - 2012-13 Inter Club Open Mr. Kerala Body Building Championship 80 Kg.(SILVER MEDAL)
 - Mr.Ernakulam 2014, Senior Gold Medal 80 Kg.
 - Mr. M. G. University, 2014
- ❖ Sethu G. of Department of English was awarded with 'Mr.Idukki' (Body Building), 2012
- ❖ Vishnu P N participated in M.G University youth festival and won third prize in mimicry.(2009-10)
- ❖ Sandra K S has won first place in District level and third place in State Level Karate Championship In November 2014
- ❖ Anu K. R. And Rugma S Nair has won first place in marketing game in Commerce Fest conducted at C E T College, Irapuram

5.3.3 How does the college seek and use data and feedback from its graduates and employers, to improve the performance and quality of the institutional provisions?

The College has a regular mechanism to collect feedback from external as well as internal stake holders. The feedback is taken from the students at the end of their courses as well as during their study. We also take feedback from our Alumni when they come for alumni meetings. Feedback in the form of oral suggestions is taken from industrialists and others who come to the College to deliver lectures and participate in meetings. These feedbacks are regularly analysed and the consolidated suggestions are addressed to the Management for improvements.

5.3.4 How does the college involve and encourage students to publish materials like catalogues, wall magazines, college magazine, and other material? List the publications/ materials brought out by the students during the previous four academic sessions.

Wall magazines are brought out by many Departments. A student editor is elected every year with the objective of publishing a magazine. The publication gives the students opportunity to express their creative literary and other talents. In addition to this, individual Departments bring out manuscripts magazines to display the latent talents of their students.

5.3.5 Does the college have a Student Council or any similar body? Give details on its selection, constitution, activities and funding.

Yes. We have a College Union elected and constituted as per the directives of the J.M. Lyngdoh committee report. The executive committee of College Union is consisted of

1. The Chairman.
2. The Vice-Chairman.
3. The General Secretary.
4. The Councillor(s) to the University Union.
5. The Editor of the College Magazine.
6. The Arts Club Secretary.
7. The Secretary for Sports.
8. One member representing the students of each year of the Degree and Post-Graduate Courses, elected by the students of the respective years from among themselves.
9. Two members elected by the Lady students of the College from among themselves.
10. One member representing the students belonging to the Scheduled Castes or Scheduled Tribes to be nominated by the Executive Committee in case none of the elected members of the committee belong to S.C./S.T.
11. The Honorary Treasurer and Staff Adviser (Ex-Officio)

Functioning:-

The College Union Executive Committee shall formulate the general policy and also guide the activities of the Union. It shall prepare at the beginning of each academic year, an annual financial estimate for all activities of the Union and subordinate Associations or Clubs.

The College Union shall endeavour to organise a student centre to promote club activities like indoor games, photographic clubs, hobby clubs and so on. In all matters connected with the College Union, the final decision rests with the Union Executive Committee.

The College institute a 'College Union Fund' by collecting the prescribed fees from students towards Union activities along with the first instalment of tuition fees at the beginning of each academic year and the same is credited to the College Union Fund. The funds of the College Union shall be held by the Honorary Treasurer. Expenses of the

Union activities shall be met from this fund with the prior sanction of the Executive Committee, except on occasions of emergency. The Honorary Treasurer shall cause to keep regular accounts of the income and expenditure of the Union.

5.3.6 Give details of various academic and administrative bodies that have student representatives on them.

Students are given representation in many academic as well as administrative bodies of the College by which many beneficial, positive attributes are imbibed by the students. That also gives opportunity for the students to participate in the day to day functioning of the College.

The following is the list of various academic and administrative bodies that have student representatives on them:

1. Students Union (Details given above)
2. Library Advisory Committee (Refer answer to question 4.2.1)
3. IQAC.
4. Hostel Committee
5. Canteen Committee
6. Departmental Associations

5.3.7 How does the institution network and collaborate with the Alumni and former faculty of the Institution.

Apart from the main Alumni Association of the College, individual departments have their own Alumni Associations. Many of the Departments have fixed dates for them to meet every year so that they don't have to be informed every year.

The retired teachers of the College have an organisation which meets regularly in the College. It was established with the noble intention of supporting the cause of the institution in which they spend their most important years of their life. The College is in close contact with them and accepts their suggestions and perceptivities for the holistic improvement of conditions of the Institution.

Any other relevant information regarding Student Support and Progression which the college would like to include.

- The College has an efficient communications network. All teaching staffs are provided with an official email id starting with their name and ending with "ssvcollege.ac.in". By being connected to internet all the time, in the Departments and at home, sending notices and other information by hand is avoided and all such communication is done via email.
- The whole College, including the parents and staff are connected with a bulk SMS scheme by which they can be informed of any events or eventuality at any time of the day or night through mobile phones.
- The college offers technology assisted classroom facility in almost all departments.
- Sree Sankara Cultural Study Centre has a manuscript library.
- The college has a fully furnished language lab which facilitates language training for students of all departments.
- The digitalisation of library helps students to support their academic requirements with free access to internet.
- 100% of final semester students do in-house and outhouse projects as part of their undergraduate programmes. PG students also do dissertation in fourth semester.
- Faculty of every department have been awarded with minor projects from UGC. Various national seminars conducted by the different departments help students get better exposure to their academic areas.

- In addition to their academic exposure to technology, the college offers training on computer skills to students through various short term courses, workshops, training programmes and add on courses.
- We have one of our faculties as patron in charge of our counselling activities. Frequent counselling lectures were given to all students.
- We have an effective grievance redressal cell to take care of the grievances.
- Orientation is given to every student joining the institution. Aptitude tests are conducted periodically. Based on their aptitude they are guided with the assistance of career consultants.
- The college has been providing hostel facility for girls for the last four years.
- The archaeological museum of Department of History has been functioning and frequently updated.
 - The results of the University examinations have been excellent with some ranks.
- The college offers add-on programmes such as the Advanced Diploma Course in Actuarial Science, E marketing, Information Technology offered by the Departments of Economics, Commerce and Computer Science. Parallel to their graduate programmes, the students shall be able to attain an Advanced Diploma certificate.
- The College has a high percentage of economically and socially disadvantaged students which can be seen from the statistics given in answer to question 5.1.3

CRITERION VI

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 Institutional Vision and Leadership

6.1.1 State the vision and mission of the Institution and enumerate on how the mission statement defines the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future, etc.?

Our college is named after the legendary seer Jagadguru Adi Sankaracharya who was a towering personality with scientific outlook. He strived to master the universe through acquisition of knowledge (jnana) which is the passage for realisation of supreme reality. Sankara throughout his life struggled to comprehend the Upanishad Mantra (in sanskrit)

“Thamaso ma jyothirgamaya” Lead me from the darkness of ignorance to the Light of knowledge) and we consider this as motto our Motto.

Vision:

Our Vision is to provide quality education that raises the aspirations of our learners and enable them to achieve their goals.

Mission:

- To propagate Value Education based on Vedic culture and to inculcate National Heritage to the student community and ultimately to the society as a whole.
- To update society with modern technological innovations and provide knowledge and personnel for developmental needs.
- To cater to the educational needs of a wide variety of students coming from various streams of the society especially downtrodden.

Being an institution, brought up by a community of Kerala Brahmins, who gave birth to the inimitable visionary, Adi Sankara, it was quite natural that we have formulated our first mission statement viz. “To propagate Value Education based on Vedic culture and to inculcate National Heritage to the student community and ultimately to the society as a whole”. We have an organisation, named Sree Sankara Cultural Study Centre which seeks to fulfil this vision. The location of our institution, in a remote rural village of Ernakulum District, led to the development of another mission statement viz. “To cater to the educational needs of a wide variety of students coming from various streams of the society especially downtrodden”. The statistics of admission, which shows that the majority of the students are economically and socially marginalised, substantiate the fulfilment of this mission. And finally we are helping the society with knowledge and personnel for developmental needs.

6.1.2 What is the role of top management, Principal and Faculty in design and implementation of its quality policy and plans?

The College is owned and managed by the Sree Sankara Trust, a charitable organisation registered under the Literary Scientific and Charitable Societies Registration Act, 1955. The Trust was formed in 1965 by a few well wishers of Namboothiri community

with Sri P.N. Namboothiri as founder Chairman. Top Management consists of the Executive Committee of the Trust elected from the General body. It has an elected Chairman, Vice Chairman, Secretary Joint Secretary Etc., everyone having designated powers. The Secretary is the ex officio Manager of the institutions under its ownership including our College. This Executive Committee is the apex body which takes all the policy and executive decisions.

The Principal and staff of the College have their own roles to play. After discussions in the bodies such as Staff Council, IQAC etc., the Principal informs the Manager about the views of the College and he in turn presents them in front of the executive committee. This is with regard to serious policy and other decisions only since the Manager is provided with a lot of leeway in making decisions which are urgent. Principal also has enough margin for making decisions which are under his purview.

Hence the design and implementation of its quality policy and plans are done in a democratic way with the participation of all concerned.

6.1.3 What is the involvement of the leadership in ensuring:

- ❖ The policy statements and action plans for fulfilment of the stated mission
- ❖ Formulation of action plans for all operations and incorporation of the same into the institutional strategic plan
- ❖ Interaction with stakeholders
- ❖ Proper support for policy and planning through need analysis, research inputs and consultations with the stakeholders
- ❖ Reinforcing the culture of excellence
- ❖ Champion organizational change

The policy statements and action plans for the fulfilment of the stated mission:

The Executive Committee of the Trust is the apex body which formulates policy statements and action plans for the fulfilment of the stated mission. For that the Committee constitute an Academic Council with the following members:

1. Chairman of the Trust (Chairman)
2. Secretary
3. Four nominated members
4. Principal of the College (Convenor)
5. Coordinator of IQAC

After the policy statements and action plans are articulated in the Academic Council, it is discussed and passed in the Executive Committee. Then the manager informs the Principal who in turn briefs the staff meeting. Thus the leadership is involved in ensuring the policy statements and action plans for fulfilment of the stated mission.

Formulation of action plans for all operations and incorporation of the same into the institutional strategic plan:

All Departments prepare a comprehensive action plan at the beginning of the year and submit it to the IQAC. IQAC after much deliberation approves them (or make suggestions to amend it as the case may be) and these are then incorporated into institutional plan. The implementation of these plans is made possible with the help of the whole College.

Interaction with stakeholders:

The Management of the College does everything possible to facilitate interaction with stakeholders. The Principal and the Manager maintain a close contact with the major stakeholders such as alumni, parents, retired teachers, the society etc. and try their maximum to ensure their positive involvement. We have a very functional PTA, a well operated Alumni and an association of retired staff operating in the College having a close contact with the leadership of the College.

During last year Alumni meet, formal faculty and staff and senior faculty members were honoured by the Alumni in a grand function in which more than 500 members of the Alumni Association were present.

Proper support for policy and planning through need analysis, research inputs and consultations with the stakeholders:

The Management conducts need analysis in an informal way and proper support for policy and planning is given by them. Executing the Tutorial system efficiently, the data is collected from the faculty who mingles with the students closely and also with consultations with other stakeholders. The policy making and planning are worked out by the Academic Council after it was debated comprehensively in the staff meeting and staff council. After getting approval of the Executive Committee of the Management, it will be implemented through committees constituted for those exclusive purposes.

Reinforcing the culture of excellence:

The culture of excellence is reinforced in many ways.

- IQAC is the agency created to ensure quality in all walks of life as far as our College is concerned.
- The Management gives all sorts of help to the faculty attend the seminars and present papers.
- The University rank holders are honoured by the Management.
- The price winners of extracurricular activities are also honoured by the College.

Champion organizational change:

- It was the decision of the Management committee to move court and get an order banning student politics inside the Campus and change the conduct of elections to Parliamentary form.
- The Management decided to appoint a Vice Principal from last year onwards.

6.1.4 What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time?

The College constitutes a number of committees to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time. IQAC, College Council, Planning Board, Admission Committee, Disciplinary Committee, Library Advisory Committee, Students Grievance Redressal Forum, Surprise Inspection Squad, Anti Ragging Cell are some of the committees operating in the College. From among these, the IQAC plays a crucial role. IQAC conduct SWOC analysis of the College by which strengths and weaknesses of the Institution is revealed. Individual Departments also conducts SWOC analysis of their respective departments. Feedback on the diverse aspects of the functioning of the College is obtained from different stakeholders. All activities are supervised by the Principal in the capacity of Head of the Institution. The Principal endorses the Vice-Principal with all the academic responsibilities. The Manager also has a significant role to play as the funds, other than the UGC and other grants for the quality initiatives, has to come from the Trust. The Trust also constitutes committees for the same cause like Administration Committee, Finance Committee, Academic Council etc.

6.1.5 Give details of the academic leadership provided to the faculty by the top management?

The top management is in constant touch with the faculty mainly through the Chairman and Secretary, who is the ex officio Manager of the College, of the Trust. They attend almost all important functions conducted in the College and are ready with advice all

the time. They are always very receptive when it comes to suggestions by the faculty on matters relating to the functioning of the College. The Committees constituted by the management, discussed in the earlier question, also provide leadership to the Principal and faculty. Among them the Academic Council is the most substantive one as it pertains to the academic activities of the College. This committee is consisted of members of the Executive Committee of the Trust who are mostly retired educationists who are very much capable of spearheading the academic sphere.

6.1.6 How does the college groom leadership at various levels?

So many co-curricular and extracurricular activities such as NSS, Women's Forum etc. are offered to students which help to groom them for leadership roles. The elections to the College Union and their subsequent activities provide its members opportunities to become leaders in their own rights. Activities of the departmental associations also provide them the same experience.

6.1.7 How does the college delegate authority and provide operational autonomy to the departments / units of the institution and work towards decentralized governance system?

The College has a decentralised governance system achieved by the delegation of authority by the Management. The Trust appoints a Principal who has absolute autonomy as far as the affairs of the College is concerned. Authority is delegated to various committees, mentioned erstwhile, with members from all spheres. Maximum operational autonomy is also given to Heads of Departments in their respective areas of activity. The Management doesn't interfere with the implementation of decisions taken by them. All decisions pertaining to the working of the College is taken in a congenial atmosphere without having any problems of hierarchy.

6.1.8 Does the college promote a culture of participative management? If 'yes', indicate the levels of participative management.

Yes. The culture of participative management is promoted in the College but the levels of participation differ from stakeholder to stakeholder. When the levels of participation of students in the conduct of Co-curricular and extra-curricular activities are higher, it is lesser in the case of Academic activities. The Management has a prominent role to play in the field of infrastructure development and the role of faculty is greater in the academic sphere. The whole machine of the College is driven by different committees, as described elsewhere, and this ensures the promotion of a culture of participative Management.

6.2 Strategy Development and Deployment

6.2.1 Does the Institution have a formally stated quality policy? How is it developed, driven, deployed and reviewed?

Yes. The institution does have a formally stated quality policy. It is ingrained in our mission statements. This policy is developed by our founding fathers who were very particular and substantive about their views on quality.

There are a number of programmes and systems which are used to attain and sustain quality. IQAC is the paramount among them. The review of the quality policy is done by taking feedbacks from various stakeholders. Informal review is also taken by the Management by way of discussions with all concerned.

6.2.2 Does the Institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.

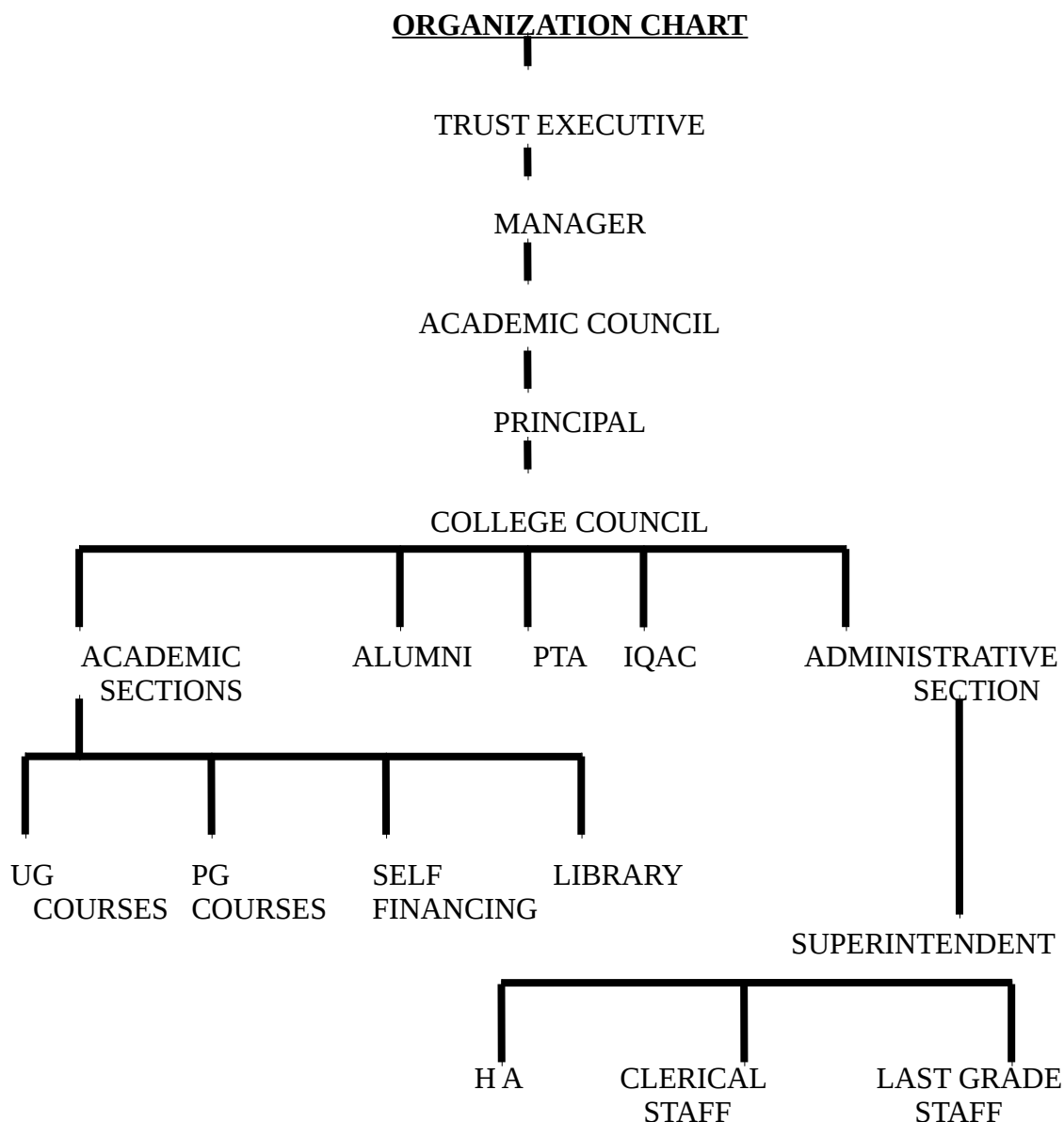
Yes. The Institute have a perspective plan for development. Earlier, the IQAC used

to make the Perspective plan, but after the constitution of the Planning Board the job was entrusted with them. The primary role of our College Planning Board, which is set up every year, is to analyse, assess, estimate and make projections relating to quantitative dimension of medium term and long term development plans. This perspective plan is neither a fully worked out plan nor just a theoretical exercise, but a framework within which concrete short term plans can be fitted. This plan is forwarded to the Management, through IQAC, who gives consent with or without modifications. Some of the aspects considered for inclusion in the plan which was made in 2014 are;

- Starting of research centres in all PG Departments
- Construction of an indoor sports centre for which application has been given for UGC grant
- Construction of a separate PG block for which the foundation stone has already been laid and the work is to start soon by the Management
- Construction of a boys hostel
- A more convenient library building with space and facilities to cope with the development of the College
- Starting research journals
- Starting of more job oriented courses
- More digital, inter active class rooms

6.2.3 Describe the internal organizational structure and decision making processes

The College has fashioned a system of organisational structure by which the smooth functioning of the institution is facilitated. It starts with the Apex body which is the Executive Committee of the Sree Sankara Trust. The Secretary of the Trust is the ex officio Manager of the College who appoints a Principal. The Policy decisions are taken in the apex body and conveyed through the Principal. The executive Committee of the Trust is assisted in their decisions by the Academic Council and other Committees constituted by it. The Principal executes the decision in consultation with the staff Council and the IQAC. The Principal is helped by a host of committees in his decision making and operational processes.



6.2.4 Give a broad description of the quality improvement strategies of the institution for each of the following

- Teaching & Learning
- Research & Development
- Community engagement
- Human resource management
- Industry interaction

Teaching & Learning:

The quality improvement strategy starts with the recruitment of highly qualified and efficient teaching staff. The next step is professional development of the faculty. The institution, slowly but steadily, is moving towards student centric method of teaching and learning. Presentation of seminars and dissertations by the students, setting up of more and more ICT enabled class rooms etc are some of the efforts made by the institution towards this goal. Strengthening of the Tutorial System by way of more and more interaction of Tutors with students also is considered and practiced. Toning up of the existing feedback system is another quality improvement strategy practiced by the College. Scholar Support Programme, Walk With the Scholar Programme, Remedial Coaching etc. contributes to the

quality improvement of Teaching Learning process of the College. The continuous evaluation, feedbacks from different stakeholders, Micro-teaching, various types of faculty improvement programmes etc. are some of the quality improvement strategies in teaching and learning.

Research & Development:

It is in our perspective plan to start research centres in all PG Departments and we intend to achieve it shortly. The College has the strategy of encouraging more and more research oriented activity. Faculties are urged to take up major and minor projects with or without the aid of funding agencies. The Students have to undertake research projects as a part of their curriculum. INFLIBNET and other journals are subscribed by the College to promote and assist research activities. The research Committee of the College does everything they can to apprise the students and staff about the research projects obtainable to them. The Management is always willing to sanction leave for doing research under FIP or for doing course work and the Principal makes the necessary arrangements in time table. The Sree Sankara Cultural Study Centre is the expression of the Management's desire of improving research and research facilities. With the financial help of the Management, we intend to bring out more and more publications and journals in the near future. The College regularly conducts seminars with the assistance of the UGC and other agencies which promotes research culture in the Campus.

Community engagement:

Our Institution identifies the growing importance of being socially responsible. Social responsibility is one of the mainstays that support our academic and research work, and it is also one of our strategic priorities, because we believe that our role as a higher education institution involves something more than simply the imparting of knowledge and skills to our students and, as active agents of social change, we aim to address and find solutions to social problems. This responsibility implies taking on the role of leader in the creation of a culture of social responsibility in society through our own example and action, and we are committed to defending the ideals, responsibilities and objectives of a socially responsible academic institution.

The College, through the activities of organizations such as NSS and different departments conducts many outreach programmes every year such as soil and water testing by the Department of Chemistry, social surveys by the Department of Economics etc. The college shares its infrastructural facilities for the benefit of the local community. The local community uses the college play grounds, auditorium and other infrastructural facilities for conducting meetings, competitions and social get-togethers.

Human resource management:

Though there is no a separate staff or division, the Human Resource Management is done in a systematic way. The Faculty and other staff are recruited according to the regulations of the UGC, the affiliating University and the Kerala Government. The recruitment is done purely on merit. The top leadership of the College prompt the staff members to attend quality improvement programmes such as refresher and orientation courses. The College conducts classes like computer literacy and micro teaching etc. for the benefit of the staff.

Industry interaction:

The students of many departments go for industrial visits during their final year. Many departments have signed MoU with industrial houses which enhance their industry interaction. The Career Guidance and Placement Cell arrange classes by and interaction with leaders in industry which increases the industry interaction.

6.2.5 How does the Head of the institution ensure that adequate information (from feedback and personal contacts etc.) is available for the top management and

the stakeholders, to review the activities of the institution?

It is the duty of the Principal, in the capacity of the Head of the Institution, to inform the top management and other stakeholders about the matters connected with the functioning of the College. For that, he is in constant contact with the Secretary of the Trust, who is the ex officio Manager, and the Chairman by way of formal and informal meetings. The information is also available on the website of the College, from the Open house conducted by every Department in every semester, and also through the News Letter published every year. This News Letter covers all the activities conducted in the College during a year with photographs. The external stakeholders can avail these avenues for gathering information apart from the formal and informal meetings with the Principal and other staff members.

6.2.6 How does the management encourage and support the involvement of the staff in improving the effectiveness and efficiency of the institutional processes?

The Management of our Institution believes in and practices participative Management which emphasizes intentional efforts to get employees at all levels of an institution involved in providing input into decision. Various committees are formed with the participation of the staff for improving the effectiveness and efficiency of the institutional processes such as Academic Council, College Council, IQAC, Admission Committee etc. to name a few. The top brass of the Management is always willing to be present in staff meetings and other functions in the campus from where the pulse of the institution is measured. In fact our current Manager is our retired faculty which increases the rapport between staff and Management.

6.2.7 Enumerate the resolutions made by the Management Council in the last year and the status of implementation of such resolutions.

Following are some of the resolutions made by the management executive in the last year and the status of implementation of such resolutions.

Sl No	Date	Decision taken	Status
1	02-02-2014	Decision to commission the second generator	Implemented
2	05-03-2014	To install Bio-gas plant, Solar energy. To improve the facilities of computer lab. To change the UPS of computer lab	Implemented
3	02-11-2014	To establish a modern Chemistry lab for UG	Implemented
4	04-01-2015	To construct a new building with an area of 12000 sqft	Implemented
5	10-05-2015	To change the contractor of the canteen and sign new contract.	Implemented

6.2.8 Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If 'yes', what are the efforts made by the institution in obtaining autonomy?

Only the Colleges with Potential for Excellence are being considered for according the status of autonomy by the State Government. The issue is of top priority in our

perspective plan and we are striving our head to achieve it.

6.2.9 How does the Institution ensure that grievances / complaints are promptly attended to and resolved effectively? Is there a mechanism to analyze the nature of grievances for promoting better stakeholder relationship?

A four tier system is in place for the redressal of grievances of students. In the first place, the students can approach their Tutor. If it is not resolved there, they can approach their Head of the Departments and finally they can avail the services of Grievance Reddressal cell. There is separate Grievance Reddressal Cells for students and staff who can be approached at any time directly or indirectly. The employee and students can email their grievances to grievance@ssvcollege.ac.in which will be seen by the members of the Cell. Complaint boxes are kept inside the Campus in which the students can register their complaints. Even anonymous complaints are looked into and resolved promptly. The formal mechanism for analysing the grievances is the Grievance Reddressal Cell which consists of senior faculty. In fact most of the grievances of students are related to internal evaluation which is resolved by the Departmental committee formed for the purpose as directed by the University. . So there are only very rare instances of complaints to the cell.

6.2.10 During the last four years, had there been any instances of court cases filed by and against the institute? Provide details on the issues and decisions of the courts on these?

There was only one instance of filing a case by the Institution. The case was to ban student politics and student strikes which disrupt classes in the Campus and the Hon. High Court of Kerala granted the plea.

6.2.11 Does the Institution have a mechanism for analyzing student feedback on institutional performance? If 'yes', what was the outcome and response of the institution to such an effort?

Yes. The Institution has an unfailing mechanism to carry out the collection and analysis of feedback on institutional performance from the students. Formerly the student feedback was taken using feedback forms but from 2012-13 onwards, we started taking the feedback using computer. This is much easier to analyse and more effective. Apart from the feedback taken from the class, feedback forms are available on our website which can be filled and posted at any time. Feedback forms for the Alumni, Parents and employers are also available on the website which contains questions concerning the institutional performance.

The following major decisions were taken as a result of the feedback analysis.

- The library was shifted to a more spacious, new building.
- The language lab was upgraded.
- More smart class rooms.

6.3 Faculty Empowerment Strategies

6.3.1 What are the efforts made by the institution to enhance the professional development of its teaching and non teaching staff?

- The Institution organises seminars and Conferences for the benefit of the faculty.
- It arranges classes and training sessions for learning the software and other electronic gadgets like interactive projector etc.
- It conducts computer literacy classes at the beginning of every academic year.
- Classes on Office procedure is conducted for the office staff.
- The faculty is encouraged to attend refresher courses and Orientation courses.
- The faculty is urged to go for Ph D and to undertake minor and major projects.

- The training sessions in the Library teaches the faculty about the use of library resources. NSS programme officers are sent for training in the University.
- Provides opportunity to attend guidance and counselling workshops conducted by the University.

6.3.2 What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform?

The Institution does everything they can for Faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform.

- It motivates its staff to attend refresher courses, orientation courses, seminars and other type of training and retraining and leave is readily granted for those attending them.
- We conduct workshops, seminars, brainstorming sessions and other types of training for the perpetual improvement of our employees.
- Leave is granted to pursue research under FIP and for those doing course work for their part time research for Ph D.

These are the broad strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform.

6.3.3 Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.

Performance appraisal of the teacher by the students are taken on multiple activities and analysed by the Principal and the concerned Heads of the Departments and informed to the teacher. The teachers are advised on how to improve. Self appraisal of the teachers are also taken and analysed. We have another novel method of performance appraisal called “Micro teaching”. It functions this way.

- A teacher is asked to prepare a short lesson of his/her choice (say for 5 to 7 minutes) for a small group of learners.
- The teacher is asked to deliver the lecture to an audience of colleagues or group of peers (say 20 numbers is normally plenty).
- The session is videotaped for later viewing and discussion.
- The tape is reviewed by the teacher, the expert (s) and the colleagues.
- The feedback is given by both the expert(s) and the colleagues (group of peers). The expert(s) and the colleagues will provide feedback on specific skill areas, as well as tell the teacher what went well and what might be improved.
- The teacher thus receives feedback on his teaching from multiple perspectives.

6.3.4 What is the outcome of the review of the performance appraisal reports by the management and the major decisions taken? How are they communicated to the appropriate stakeholders?

The review of the performance appraisal report is done by the Principal, IQAC coordinator and the Heads of the Departments concerned. The concerned teacher is intimated privately about the results and suggestions for improvement are given. The Management is generally not involved in these processes though we inform the Management about the details of teachers who fared badly in the performance appraisal report and in some cases teachers are called for a personal meeting in the presence of the Principal.

6.3.5 What are the welfare schemes available for teaching and non teaching staff?

What percentage of staff have availed the benefit of such schemes in the last four years?

The Management and the College administration spare no efforts to make sure that the welfare measures provided by the Government are duly received to the staff and faculty. Loans are available for them from their contribution to the Provident fund in case of need which they can pay back in instalments from their salary. Non refundable loans are also available for the P.F once they complete 15 years of service. Medical reimbursement facility is also available when the employee produces the relevant proof of his illness and expenses. Special casual leave of 20 days in a year is sanctioned when any of his kith and kin is down with illness, though conditionally. The Principal, as the Head of the Institution, gives assurance to banking institutions for repayment of loans, the employee may avail, from his/her salary and make arrangement for the payment in case of any default on his/her part thus facilitating easy availability to loans.

Loans are available from the employee's co-operative society, which is registered under the co-operative societies act with a register number E-700. The main functions of the Society include giving short term and long-term loans to its members. The limit to the short term loan is Rs.10, 000/ and that of long term is Rs.50, 000/ and the eligibility criteria is according to the rules and regulations of the society which are very simple and transparent.

The other benefits include Group Insurance, State Life Insurance, Festival Allowance/ Advance, etc. Under the non monetary benefits, Maternity Leave, Study Leave etc. Hostel facilities are provided for lady teachers in the ladies hostel. Canteen facilities, recreational facilities, Health Centre and a gymnasium are some of the facilities available in the College.

All these welfare measures affect and improve staff wellbeing, satisfaction and motivation. Almost all the staff enjoy the benefits of these varied schemes.

6.3.6 What are the measures taken by the Institution for attracting and retaining eminent faculty?

The main reason for attracting faculty of eminence is the UGC pay scale which is relatively high and the Dearness Allowance given by our State Government is on par with the Central Government. The eminent faculty is retained by offering job as guest lecturers even after their retirement which is comparatively early. The retirement age of teaching and non-teaching staff is 56 which is fixed by the State Government. 3 of our retired faculty are working with us at this point of time.

6.4 Financial Management and Resource Mobilization

6.4.1 What is the institutional mechanism to monitor effective and efficient use of available financial resources?

Our Institution plans their finances well in advance in order to make efficient use of available financial resources. A budget is prepared every year for the coming academic year and we try our level best to stick with it. This planning is done by the planning board after inviting recommendations from all concerned. The Planning Board receives budget proposals from all organisations such as Physical Education Department, NSS etc. After the recommendations and budget proposals are analysed, proposal for purchase and other activities are given to the Management for sanction. The UGC grants, for which applications are made, and are likely to be sanctioned, are also considered for apportionment between needs. After the sanction is received from the Management, the Planning Board makes the final budget and expenditure is done according to the Budget.

This mechanism of planning has facilitated the institution to bring the expenses under control and avoid unnecessary expenditure and make efficient use of available financial resources.

6.4.2 What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.

Accounts of the Funds received other than management contributions are prepared in the College office and audited as per the norms of the UGC, the Government and the University. The external audit of the funds from the Government is done by a Government auditor appointed by the Department of Collegiate Education and Accountant General's Office. The funds received from the UGC are properly utilized and utilization certificate along with the audited accounts prepared by a Chartered Accountant are sent to the UGC. The audit of funds contributed by the Management is audited internally and externally. Being a Charitable Trust with a bye law stipulating an annual audit by a Chartered Accountant, the accounts of the trust is audited every year.

6.4.3 What are the major sources of institutional receipts/funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and the reserve fund/corpus available with Institutions, if any.

Major sources of funds of the College:

- UGC Grants
- Management contribution
- Fees for self-financing courses
- PTA
- Alumni
- Rent from ladies hostel

Generally we don't have deficits as we plan our expenditure well and in the case of deficit, more contribution from the Management is taken to manage it. As the expenditure under different heads are audited separately by different agencies,

A consolidated, audited income and expenditure statement cannot be prepared and submitted. The audited statement of expenditure of the Sree Sankara Trust is provided as annexure.

6.4.4 Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any).

The Planning Board is always vigilant to apply for all grants notified by the UGC for which the Institution is eligible. A fund is raised by the contributions from the staff and was utilised for many developmental purposes such as air-conditioning the seminar hall, renovation of the Principal' chamber etc. Efforts are on to secure resources from MLA Fund and MP fund.

6.5 Internal Quality Assurance System (IQAS)

6.5.1 Internal Quality Assurance Cell (IQAC)

a. Has the institution established an Internal Quality Assurance Cell (IQAC)? .b. If 'yes', what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?

Yes. As a post accreditation quality sustenance measure, the Institution established an IQAC in the year 2007. Since quality enhancement is a continuous process, the IQAC becomes a part of an institution's system and work towards realizing the goals of quality

enhancement and sustenance. The prime task of the IQAC is to develop a system for conscious, consistent and catalytic improvement in the performance of institutions. The IQAC makes a significant and meaningful contribution in the post-accreditation phase of SSV College. During the post-accreditation period, the IQAC channelizes the efforts and measures of our institution towards academic excellence.

Benefits

1. Ensure heightened level of clarity and focus in institutional functioning towards quality enhancement.
2. Ensure internalization of the quality culture;
3. Ensure enhancement and integration among the various activities of the institution and institutionalize good practices;
4. Provide a sound basis for decision-making to improve institutional functioning;
5. Act as a dynamic system for quality changes in SSV College.

b. How many decisions of the IQAC have been approved by the management / authorities for implementation and how many of them were actually implemented?

The following are some of the major decisions of the IQAC which were approved by the Management and implemented.

1	Provision for a seminar hall	Approved & implemented
2	Building for Cultural study centre	Approved & implemented
3	Provision for Conference hall	Approved & implemented
4	Separate building for Gymnasium	Approved & implemented
5	Men's toilet	Approved & implemented
6	Incinerator for ladies hostel	Approved & implemented
7	New PG Block	Foundation stone has been laid
8	A new Chemistry lab	Approved & implemented
9	Renovation of IQAC room	Approved & implemented
10	Renovation of the canteen	Approved & implemented

c. Does the IQAC have external members on its committee? If so, mention any significant contribution made by them.

Yes. Their suggestions were taken care of and implemented.

d. How do students and alumni contribute to the effective functioning of the IQAC?

The role of students and alumni is vitally necessary to the effective functioning of IQAC. There is a student representative and a representative from the Alumni in the IQAC. They actively participate in the discussions and contribute their suggestions. The students Union energetically participate in the quality enhancement and sustenance activities of the College. They communicate their propositions through the student member. The students and the alumni are always ready to send their feedback which is analysed for bettering the performance of the institution.

The alumni of the college are a great source of strength, and they not only provide ideas for qualitative improvement of the college, arrange educative and career oriented programmes, set up funds for needy students, help the college to get access to important

functionaries in the government, but also arrange corporate sponsorship for alumni programmes.

e. How does the IQAC communicate and engage staff from different constituents of the institution?

The IQAC is consisted of staff from different constituents of the Institution. Meeting notice is given to all well in advance to enable them to attend meetings. The whole staff of the College is engaged in all activities connected with IQAC.

6.5.2 Does the institution have an integrated framework for Quality assurance of the academic and administrative activities? If 'yes', give details on its operationalisation.

Yes. The Institution does have an integrated and broad framework for quality assurance of the academic and administrative activities. Some of them are given here.

Tutorials conducted by the faculty comprise a mechanism whereby the academic and emotional needs of individual students are catered to. The college is strict about the attendance of students and in some cases those students having shortage of attendance is not allowed to appear for the University examinations in the interest of discipline. The formulation of teaching plans within the purview of the academic calendar is also aimed at methodically unitizing and communicating individual assignments of teachers within rational timeframes. Parent-Teacher meetings held on a regular basis are measures to keep guardians informed of their ward's performance in college. Subscription to Infilbnet is a facility availed by the institution to enhance the knowledge base of faculty and students. The formation of the UGC Resource Network Centre is another facility developed to equip the students with computer and internet skills. The Principal keeps a close watch on the functioning of administrative units and conducts regular formal and informal meetings with administrative personnel to ensure that all guidelines are strictly adhered to and matters are disposed of speedily and efficiently.

6.5.3 Does the institution provide training to its staff for effective implementation of the Quality assurance procedures? If 'yes', give details enumerating its impact.

The Institution persuade the faculty to attend refresher and orientation courses and the non-teaching staff to attend courses by different agencies to workshops for training the staff for effective implementation of the quality assurance policies. We conduct such classes regularly for the same purpose.

A positive impact accruing from these types of training is evident in the knowledge, confidence and performance of the participants who contribute to the effective implementation of the quality assurance procedures.

6.5.4 Does the institution undertake Academic Audit or other external review of the academic provisions? If 'yes', how are the outcomes used to improve the institutional activities?

Yes. Academic audit of all departments are done every year at the end of the academic year. The Manager, a member of the Academic Council and an external member who is an educationist are the members of the audit team. Departments are asked to fill in a format and the team visit the department to verify the given facts. This exercise helps the Departments to evaluate themselves and improve their performance. The recommendations of the academic audit team are earnestly implemented.

6.5.5 How are the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities?

Controlled by the regulations of Mahatma Gandhi University, the Central and State Governments and the UGC, the College has several external quality assurance mechanisms like the rules and regulations for recruitment of staff etc. All these rules and regulations are

aimed at quality assurance and the College is very eager to follow them. Apart from these relevant external quality assurance mechanisms, we have our own mechanisms which are perfectly in tune with external quality assurance mechanisms.

6.5.6 What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?

The Principal along with the teachers and staff are involved in planning, implementation, evaluation and review of the academic programmes. The committee comprising of Heads of all the departments chalk out the academic calendar at the beginning of the session. Progress of academic work and performances of students in internal and university exams are extensively evaluated by Principal and other faculty members through discussion and deliberation at staff meetings held at regular intervals. These are conveyed to the guardians through personal meetings with the Head of the Departments. The members of the Governing Body are all well conversant with the modalities of academic management and contribute valuable suggestions whenever their help is solicited.

The teaching learning process is continuously reviewed by the process of continuous evaluation consisting of unit tests, seminars and projects and viva voce.

6.5.7 How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders?

The Institution communicates its quality assurance policies, mechanisms and outcomes to various stakeholders in many ways. Meetings with external stake holders are conducted regularly in which the Principal and other members of the faculty explain our policies in detail. The parents are apprised of these in the very first meeting itself which is the counselling session. These quality parameters are explained by the Principal in meetings with the stakeholders.

CRITERIA VII

INNOVATIONS AND BEST PRACTICES

7.1 Environment Consciousness

7.1.1 Does the Institute conduct a Green Audit of its campus and facilities?

Yes. The Institution conducts green audit regularly. The concept and execution of Green Audit becomes all the more important in the scenario of global warming. It is also associated with the concept of sustainable development by taking into consideration the ecological activities our college.

- ♣ Green audit is adopted as a strategy for long term efforts to prevent environmental degradation.
- ♣ Efforts were made for the minimization of the waste (plastic free, pits ... awareness programmes) conducted through NSS, Nature club, Science forum etc.
- ♣ We identify the areas of water usages and water wastages so that proper consciousness of available water was maintained.
- ♣ Similarly efforts were undertaken to determine Carbon emissions, their sources etc.
- ♣ Effective steps were taken to minimize Carbon emissions by taking into consideration, the advices and recommendations received from the Department of Chemistry.
- ♣ Constant attempts were made to determine solid waste, their sources, quantity, and various characteristics so that we were able to implement an appropriate solid waste management system through NSS, Nature club, Science forum etc.
- ♣ A college level administrative committee is constituted to determine the performance of waste treatment and waste control.
- ♣ This committee verifies and implements the standards and conditions prescribed at national and international levels for environmental up gradation.

7.1.2 What are the initiatives taken by the college to make the campus eco-friendly?

- ♣ Energy conservation
- ♣ Use of renewable energy
- ♣ Water harvesting
- ♣ Check dam construction
- ♣ Efforts for Carbon neutrality
- ♣ Plantation
- ♣ Hazardous waste management
- ♣ E-waste management

We always strive to make our students aware of the fact that the attainment of sustainable development is closely related with preservation and conservation of environment. The students are motivated to be concerned about managing our environment in a manner that minimizes the risk and damages as the result of environmental degradation

as well as to protect it for future generations. Strategies of environmental management are taught through NSS, Nature Club, Science forum by conducting seminars, talks etc...

ENERGY CONSERVATION

All developmental activities are directly or indirectly depending upon energy. Both production and utilization of energy are the indicators of a country's progress.

We have always creating awareness to the students to avoid wasting energy and minimize its use to the extent possible. Energy saving is top on the list as a social responsibility.

I. Use of lights and fans

- ✓ Light Emitting Diode (LED), CFL bulbs and Electronic fluorescent tubes are now in use to save electrical energy.
- ✓ Separate fuses are fixed in all departments to control the flow of electricity.
 - ✓ The location of the college is in an eco- friendly zone and the unique construction of the college building facilitates the minimum use of fans and lights.
 - ✓ The control units of class room fans and lights are fixed in Departments to avoid its operation by the students.
- ✓ Lights and fans are operated by separate switches to avail the facilities separately.
- ✓ All electrical equipments are linked with a central controlling unit which can be operated from college office.
- ✓ Teachers are directed to switch off lights and fans when not in use.

II. Air conditioner

- ✓ The college encourages the minimum usage of air conditioners in order to conserve energy and to restrict the pollution of environment.

III. Computers and lab – office equipment

- ✓ Power saving equipment's is installed with most of electronic devices. These are unplugged when not in use to conserve energy.

IV. Water harvesting

Water recharge pits are taken every year

V. Plantations

The location of the college, far away from urban surroundings is a positive aspect to preserve the campus as eco- friendly. The college has around 18 acres of land filled with different species of trees, plants and herbs. The plantation area of our college is often visited by birds with migratory habits. The NSS unit of this college in association with Nature club, Science forum, and Women forum has taken initiative in planting rare varieties of plants inside the campus. Majority of trees and plants are identified with their species and names in Malayalam, English and Sanskrit. Teachers of all departments constantly encourage the students to involve in plantation programme initiated by the above forums both inside and outside the campus.

Under the guidance of Bhaumika- the nature club, we are preserving a herbal garden in front of the campus with a variety of rare medicinal plants which are not common today. Various programmes like seminars, talks etc. were also conducted to create at environmental consciousness and the need for preserving eco friendly lifestyles among the students.

VI. Hazardous waste management

The college generates minimum level of hazardous wastes i.e. as a byproduct of laboratory experiments especially from the Department of Chemistry. These wastes are depositing in a well- built concrete tank fixed beneath the soil. The laboratories were connected with the tank by a separate drainage apart from the main drainage system.

VII. E-waste

E-waste is handed over to recycling agency. Old computers are used in the hardware lab for students to learn hardware maintenance.

7.2 Innovations

7.2.1 Give details of innovations introduced during the last four years which have created a positive impact on the functioning of the college.

INNOVATIONS

Various bodies are functioning in the college which implemented student oriented programmes during the period.

- For maintaining complete discipline in the college campus, we implemented the judgment of the honorable High Court of Kerala in RP No. 437/2005 entitled as MG University students' code of conduct rules. It came into force in our college from 2010 onwards. These rules are implemented here, with a view to maintaining and enforcing good conduct in the class rooms and college campus.
- To prevent unnecessary interference of political parties inside the campus and to restrict politically motivated activities of students the college had succeeded in prohibiting political activity inside the campus through High Court verdict.
- **Student's Grievance Redressal Committee** with Principal as the chairman along with the representation of three teachers and students representatives is also functioning in the college. It discussed various problems of the students, unhealthy relationship between the students, students and teachers and suggested and implemented remedial measures. A suggestion box is kept outside the office for the students to post their grievances.
- **'Right to appeal for students'** is another healthy innovative practice prevailing in this institution, by which students were enjoyed the right to present their grievances and suggestions but only through class tutors.
- For the maintenance of peace and pleasant atmosphere an anti- ragging cell is also functioning inside the campus. It is constituted according to the judgment of the Honorable Supreme Court of India dated 08-05-2009. It also produces fruitful results.
- The functioning of another body in the name **surprise inspection squad** is another attempt from the institution for the maintenance of warm atmosphere in the college.
- **'Manju foundation'** charitable and education trust is formed by the alumni of this college to extent financial aid to economically backward students with academic excellence. (Refer best practice II)
- The art and cultural forum functioning in the college encourages the students those who are blessed with great talents in different forms of arts. A music club is also functioning under this banner from 2010 onwards.
- **Cine club** conducted courses, lectures etc to enable and encourage the students to realize cinema as an art form emerged out of science.
- **Add on course-** The objective of the programme is to introduce courses that have utility for job, self-employment, and student's empowerment. College offers three add on courses in three departments under UGC scheme.
- **Sree Sankara Cultural Study Centre-** The centre was established in 1993. Today it is functioning in a new building as a research centre to promote learning in all fields of knowledge and to enhance the cultural and spiritual levels of people.
- **Yoga club** Yoga Club is a new student organization of SSV College, which functions under the guidance of the Department of Physical Education and aims to provide a break for students to relax and center their minds during the busy college year.

- **Gymnasium:** A state of the art gymnasium with the latest equipments is functioning in the College. It was recently shifted to a new building with enough space for students to practice.
- **Language Lab-**It is meant for the betterment of communicative skills and experience of students in English language .
- **Know Your Student Programme-**Teachers of every department, as a part of this programme visit the houses of students and interact with their parents to avoid the risk of drop out due to various socio-economic reasons. All possible helps including counselling and economic assistance are offered and given.
- **Akraya:** This 2 day inter-collegiate Commerce fest provide ample opportunity for the students of nearby colleges to participate and prove their talents in a variety of competitions

7.3 Best Practices

7.3.1 Elaborate on any two best practices in the given format at page no. 98, which have contributed to the achievement of the Institutional Objectives and/or contributed to the Quality improvement of the core activities of the college.

Best practice I

1. Title :Heritage Museum

2. Objectives

India has got a great cultural heritage. The artifacts like archaeological remains, ancient coins, manuscripts, copper plates, wooden utensils, agricultural implements, pre-historic models etc. preserved are evidences of the greatness of Indian culture. The heritage museum collects and preserves these antique valuables and thereby aims at instilling in the students a sense of historical awareness, which can create in them national consciousness, feeling of cultural oneness, a spirit of enquiry and intellectual awareness.

- Material evidences of the regional and local agricultural practices as well as the social life of ancient societies are open to the students and the general public.
- Conducting exhibitions
- Creating awareness among the whole student community; even students belonging to the lower school classes.
- Conducting excavations
- Conducting exhibitions outside the campus for the general public.

3. The context

A sense of historical awareness is inevitable for national integration. This knowledge led to the realization of the Heritage Museum.

The ancient port city of Kerala, Muziris was connected to Madurai in ancient Tamilakam by a royal path which passes through this region. Ancient local archaeological evidences reveal that the area was inhabited by an agricultural community with unique life style. The remains of these are available in this locality. This region was also famous for the purification of iron ore. So the region came to be known as '**Irapuram**' (in Malayalam 'Ire' is ore and '**puram**' is city). Thus Irapuram means "**Ore City**". Thus the name Irapuram is a part of the cultural heritage of this locality.

These pieces of knowledge and enquiry into these led us to the idea of Heritage Museum. In the realization of the venture there was a whole hearted co-operation and support from the teaching, non- teaching staff, student community and the general public.

4. The practice

- Collecting artifacts, coins, ancient agricultural implements etc... with student support. Arrangements were made for preserving the materials of cultural reminiscences.
- Acquired support and co- operation from the teaching and non- teaching staff and students and general public in collecting archaeological remains.
- Urn burials were unearthed from the nearby locations and preserved it in the museum as a symbol of ancient burial practices.
- Exhibitions were conducted inside and outside the campus in which local people and school students were permitted to enter and acquire knowledge.
- Scholars from various strata of knowledge were invited to deliver lectures on subjects related to archaeology.
- Various seminars were conducted and recent developments in historical analysis were discussed.

5. Evidences of success

The Heritage Museum started functioning from 1991 onwards. Several eminent historians and scholars visited the Museum and expressed their views and advices in preserving a Museum like this.

- The antique valuables collected to the Museum have exceeded hundred.
- As a part of numismatics we have got a large collection of coins.
- The history of 'coinage' in India is explained through charts.
- With the help of pictures, Malayalam literary history has been prepared.
- Models of artifacts of pre- historic ages are preserved.
 - The agricultural implements and household items of ancient Kerala were also collected and preserved in the Museum.
 - Iron implements found in *Nannangadis*, sometimes belonged to 1st century AD are another valuable antique preserved in the Museum.
- The proposal for conducting annual exhibition was fulfilled.
- Two exhibitions were conducted (2012 & 2014) at schools as an extension activity by the college.
- Sign boards with explanations are displayed on every artifact.
- Manuscripts in palm leaf and copper plates are also exhibited in the Museum.

6. Problems and encounters

It is a very difficult task to collect and preserve artifacts. Limitations of space in the museum and lack of money to run the museum are major problems. Those who are in possession of artifacts are often not willing to handover these to the Museum. It is difficult to meet the huge expenses of buying the artifacts.

7. Contact address

Prof. R. Krishna Kumar
Principal, S.S.V. College, Valayanchirangara
Perumbavoor. Pin-683 556
Mob: 9447667447
E-mail: principal@ssvcollege.ac.in

Best practice -2

1. Title - **Manju Foundation- Charitable and education trust**

2. Objectives

The very innovative venture has realized the motto of the college, “Thamasoma Jyothirgamaya”. The vision, mission, and motto of the college reveal the need for a student to have social responsibility and oneness with his fellow beings, not only during their student days but throughout their life. Manju foundation reminds the students that the oneness felt by them for a few years during the student life is to be forwarded throughout their life.

The following objectives are addressed.

- The students who are economically backward but are academically brilliant are given help to continue their education.
- The students who are suffering from ill-health are given necessary health care.
- They are given financial help for treatments
- Study materials are given to those students who suffer from ill- health.
- The area of operation can be extended to the eligible candidates outside the campus as a part of community service.

3. The context

Manju foundation evolved from the coalition of students from various subjects during 1997-2000. During this period a student named Manju studied in the BA History class. After the completion of the course she got married and with her child went to the place where her husband worked. There as a result of serious illness, she had to undergo treatment for a long time and was in a comma stage for two years and later passed away.

After Manju’s demise the students who studied along with her in various departments came forward and proposed an idea of forming a trust in the name ‘**Manju Foundation- Charitable and education trust**’ in association with the college with the above said aims.

As a result of the discussions the trust was formed. Along with the representatives of old students, representatives from the teaching community and students are members of the trust. It was decided that the activities of the foundation, the monthly meetings, annual general meetings etc... are to be held at the college.

As per the decisions taken this trust was registered at the registrar office, Muvattupuzha. The trust has got 186 members, 9 permanent members and representatives from teachers and the students.

4. The practice

- The students elected from the first year degree class of each department are given financial aid before the month of August.
- The needy students who deserve help are selected as per the request presented by the Heads of the department.
- If it is found necessary these students are given support in continuing their studies.
- In addition to the above mention students, the economically backward are given aid in treating diseases in which the trust give its share.
- As a part of community participation, the trust gives its share to the fund raised by the college for meeting the expenses of the needy outside the college.
- The activities of the trust transcended the boundaries of caste, creed and ideology and functions as a bridge between the old students and the present generation of students.
- The foundation conducts awareness classes in the campus against alcoholism and drug addiction.
- The needy students who pass out from the college are given vocational practice.

- The needy girl students who pass out are given social as well as economic support.
- In order to fulfill its dreams trust receives contributions from the college as well as from the general public.
- The students who find it difficult to continue their studies because of financial problems are given support and thus the trust wants to have no drop outs in the college.

5. Evidence of Success

- A girl student of 3rd year Degree class during the academic year 2013-2014 was given Rs. 10,000/- as a contribution to a common fund raised by the college in her surgery.
- Rs. 5000/- was given to the weak family of a person who died of snake bite.
- Several backward students who passed out the college were given assistance in doing finding out the jobs of their own.
- Four financially backward students were given Rs. 5000 each during the last two years.

6. Contact address

Prof. R. Krishna Kumar
Principal, S.S.V. College, Valayanchirangara
Perumbavoor. Pin-683 556
Mob: 9447667447
E-mail: principal@ssvcollege.ac.in

POST ACCREDITATION INITIATIVES

35

Sl. No	Suggestions Given	Initiatives taken
1	Job Oriented Courses introduced	<ul style="list-style-type: none"> • Various job oriented add-on courses have been started • Soft skill development programmes are implemented
2	Computer facilities may be added to library	<ul style="list-style-type: none"> • Computers are installed in library with internet connectivity • Access to N-List (INFLIBNET scheme) • Inter library loan facility • D- Space facility.
3	Technology aided teaching aides be adopted	<ul style="list-style-type: none"> • ITC facility used • Teachers are trained to use smart boards, N-List etc. • Power Point Presentations are used for syllabus oriented –teaching • CDs and internet is used for visual presentations • 7 Smart boards/projectors are installed
4	Projects and Publications	<ul style="list-style-type: none"> • 15 Minor Research projects have been sanctioned by UGC • Many of our faculty members have published works to their credit.
5	Computer education at basic level may be provided	<ul style="list-style-type: none"> • Department of Computer Science imparts training in computers to students, teaching and non-teaching staff
6	Guidance and Counselling centre	<ul style="list-style-type: none"> • Guidance and counselling centre is working with a trained faculty member as its head
7	Grievance redressal mechanism for faculty , staff and students to be formalized	<ul style="list-style-type: none"> • Grievance redressal cell has been formulated with a senior faculty as its head.
8	Greater involvement of alumni in improvement of institution	<ul style="list-style-type: none"> • Alumni institutes endowments, scholarships and cash prizes. • Contributes to the development of the institution
9	Orientation and refresher courses	<ul style="list-style-type: none"> • Many faculty members have attended Orientation and refresher courses conducted by ASC.
10	Orientation and bridge courses for new entrant before the commencement of academic session	<ul style="list-style-type: none"> • Orientation classes are given to all students after admission. • Bridge courses are conducted by respective departments
11	Hostel facilities to be provided	<ul style="list-style-type: none"> • Hostel facility is provided for girls.
12	Orientation courses for non-teaching staff for improving professional competency may be organized	<ul style="list-style-type: none"> • Orientation for non-teaching faculty is organized in a time bound manner • Management is keen in improving their professional competency • They are motivated to attend training programmes as well.
13	Language lab and	<ul style="list-style-type: none"> • Fully equipped Language lab is

RA

EVALUATIVE REPORT OF THE DEPARTMENTS

Evaluative Report of the Department of CHEMISTRY

1	Name of the department	: P G DEPARTMENT OF CHEMISTRY
2	Year of Establishment	:1995
3	Names of Programmes/Courses offered	:UG : B Sc Chemistry P G : M Sc Chemistry
4	Names of Interdisciplinary courses and the departments/units involved BSc Chemistry Programme with Physics and mathematics as complementary courses and English and Second languages- Hindi, Malayalam & Sanskrit as common courses	
5	Annual/semester/choice based credit system (programme wise)	
	<p style="text-align: center;">CHOICE BASED CREDIT SEMESTER SYSTEM-UG</p> <p style="text-align: center;">CREDIT SEMESTER SYSTEM -PG</p>	
6	Participation of the department in the courses offered by other departments Chemistry as complementary course in BSc Physics Programme English ,Hindi/ Malayalam/Sanskrit taught as common courses	
	Our Students participate in the open courses offered by other departments	
	Name of the department	Name of the open course
	Computer Science	Internet, web design and cyber laws.
	Commerce	Fundamentals of accounting.
	English	English for careers
	History	Environmental History in Indian context.
	Malayalam	Madhyama Padanam.
	Mathematics	Applicable Mathematics

	Hindi	Filim Studies
	Physical Education	Physical Health and life skills education.
	Physics	Energy and environmental studies.
	Zoology	Human genetics , nutrition , community health and sanitation
	Politics	Human Rights
7	Courses in collaboration with other universities, industries, foreign institutions, etc.	
8	Details of courses/programmes discontinued(if any)with reasons	
9	Number of teaching posts	
	Posts	Sanctioned
	Professors	0
	AssociateProfessors	2
	Asst.Professors	5
10	Faculty profile with name, qualification, designation, specialization, (D.Sc./ D.Litt./ Ph.D./ M.Phil. etc.,)	
	Name	Qualification
		Designation
		Specialization
		No. of Years of Experience
		No. of Ph.D. Students guided for the last 4years
	Prof Suma Elias	M. Sc. Associate Professor
		Pure Chemistry
		33(Rtd 2013)
	Prof CV Sankaran	M. Sc. Associate Professor
		Pure Chemistry
		31 (Rtd 2014)
	Dr Padma P	M.Sc, M. Phil, Ph. D. Associate Professor
		Pure Chemistry
		25
	Dr P N Harisharma	M. Sc, Ph. D. Associate Professor
		Pure Chemistry
		25
		Nil

Poornima M P	M. Sc.	Assistant Professor	Pure Chemistry	1	Nil
Sreekala S Sharma	M. Sc.	Assistant Professor	Pure Chemistry	1	Nil
Navya K N	M. Sc.	Guest Lecturer	Pure Chemistry	1	Nil
Anjana VN	M. Sc.	Guest Lecturer	Pure Chemistry	1	Nil
Anju Paul	M. Sc.	Guest Lecturer	Pure Chemistry	1	Nil
11	List of senior visiting faculty				NIL
12	Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty				50
13	Student-Teacher Ratio (programme wise)				
.			Year	Ratio	
	M Sc		2014-15	7:1	
			2013-14	6:1	
	B Sc		2014-15	25:1	
			2013-14	21:1	
			2012-13	15:1	
			2011-12	14:1	
			2010-11	16:1	
			2009-10	17:1	
14	Number of academic support staff (technical) and administrative staff; sanctioned and filled				NIL
15	Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.				
	Qualification			No. of teaching faculty	
	Ph D			2	
	M Phil			1	
	P G			5	

16	Number of faculty with ongoing projects from a) National b)International funding agencies and grants received	NIL
17	Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc and total grants received	
	Minor Research Project funded By UGC in favour of Dr Padma P on 22-12-2010, The final report of the project was submitted in 2012 Grant Rs 150000 was fully utilized Sanction has been accorded by UGC to conduct a national seminar and Rs 64000 is granted which is scheduled to be utilized on July	
18	Research Centre/facility recognized by the University	NIL
19	Publications	
		6
1	Number of papers published in peer reviewed journals (national/ international) by faculty and students	
	Dr. Padma P	5
	Anju Paul	1
	Details of papers publications	
	1. Assessing The Phosphorus fractionation in a Tropical river estuarine system of South India. By <i>P. Padma and S M Nair</i> , in the International Journal, 'Chemistry and Ecology', December 2010	
	2. Status of Nutrients in the Estuarine Waters of Kayamkulam subjected to effluent discharge from NTPC. <i>P. Padma, , V S Sheela, S M Nair and N C Kumar</i> In Proceedings of the National Seminar 'Aquacem' conducted by Dept of Chemical Oceanography in association with Society of Aquatic Chemists, CUSAT, March, 2013.	
	3. A relative study of Water Quality Parameters Associated with effluent Discharge from a Thermal Plant. <i>P. Padma, , V S Sheela, S M Nair and N C Kumar.</i> In Green Chemistry and Environmental Conservation, Dept. of Chemistry, Morning Star Home Science College Angamali, July 2013.	
	4. <i>P. Padma, V. S. Sheela, S. Suryakumari, K. V. Jayalakshmy, S. M. Nair, N. C. Kumar,</i> Assessment of Water Quality of a River-Dominated Estuary with Hydrochemical Parameters: A Statistical Approach, in the International Journal, 'Water Quality, Exposure and Health', March 2014, Volume 5, pp 197-214	
	5. Chemometric assessment of water quality of a river using a	

major biochemical constituent S Suryakumari, S Saritha, P Padma, V S Sheela, Anu Gopinath, K V Jayalakshmy, N Chandramohana Kumar, S M Nair in International Journal of River Basin Management, March 2015

6. Anju Paul, Sherin Susan Punnoose, N. L. Mary, T. Narasimhaswamy and V. Ramkumar (N¹E, N²E) – Bis (4-hexyloxy -3 -methoxy benzyl-idene)ethane-1,2-diamine journal Acta Crystallographica Section E, Acta Cryst. (2010). E66, o1377

Details of papers presented in seminars

Number of papers presented by faculty: 3

Dr. Padma P : 1

Dr P. N. Harisharma : 1

Sreekala S Sharma : 1

1. Dr. P.N. Harisharma presented a paper on Environmental chemistry in the international seminar for environmental concerns at St. John's college Agra in the year 2011.
2. Sreekala.S.Sharma presented a paper on Novel inorganic – organic hybrid resins for medical/dental applications in The International Conference on Recent Trends in Materials Science and Technology ICMST – 2010, IIST, Thiruvananthapuram, India, October 2010
3. Status of Nutrients in the Estuarine Waters of Kayamkulam subjected to effluent discharge from NTPC. By P. Padma, National Seminar 'Aquacem' conducted by Dept of Chemical Oceanography in association with Society of Aquatic Chemists, CUSAT, 21st to 23rd March, 2013.
4. A relative study of Water Quality Parameters Associated with effluent Discharge from a Thermal Plant. By P. Padma P In UGC sponsored National Seminar conducted by Dept. of Chemistry, Morning Star Home Science College, Angamali, 18th and 19th July 2013.

2	Number of publications listed in International Database (For E.g. Web of Science, Scopus, Humanities International Complete, Dare Database-International Social Sciences Directory, EBSCO host, etc.)	NIL
3	Monographs	NIL
4	Chapter in Books	NIL
5	Books Edited	NIL

6	Books with ISBN/ISSN numbers with details of publishers	NIL	
7	Citation Index, SNIP, SJR, IMPACT FACTOR, H-INDEX	NIL	
20	Areas of consultancy and income generated	NIL	
21	Faculty as members in		
a	National committees	Nil	
b	International Committees	Nil	
c	Editorial Boards	Nil	
22	Student projects		
a	Percentage of students who have done in-house projects including interdepartmental/programme	100 %	
b	Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/ Industry/ other agencies	5%	
23	Awards/Recognitions received by faculty and students	NIL	
24	List of eminent academicians and scientists/visitors to the department		
Sl. No.	Name	Designation	Date
	Sri Madhu P Moothattu	SAMAGRA, Centre for Individual Development	16 th July 2010
	Prof S Sivadas,	Chief Editor, Labor India Retired HOD of C.M.S. College, Kottayam, Kerala Former Editor of EUREKA, the children's science monthly of KSSP Former Literacy Ambassador of Bharat	15 th April 2012

Gyan Vigyan Samithi, New Delhi						
	Yang Shuaz,	Research Scholar KEAN University of China	15 th April 2012			
	Dr. N.Chandramohana kumar	Former Registrar, CUSAT(Head Department of Chemical Oceanography CUSAT)	16 th April 2012			
	Prof Josekutti J Ozhkayil	Asso. Prof, Nirmala College, Muvattupuzha	5 th September 2013			
	Dr Sibi Joseph	Asso. Prof and Research Guide, St Joseph's College, Moolamattom	16 th , 27 th ,28 th Aug 2014			
25	Seminars/Conferences/Workshops organized &the source of funding					NIL
26	Student profile programme/course wise					
Name of the Course/programme : B Sc Chemistry						
		Applicatio ns received	Selected	Enrolled		Pass percentage
				*M	*F	
	BSc Chemistry (07-10)	93	21	9	12	57
	BSc Chemistry (08-11)	87	22	7	15	90
	BSc Chemistry (09-12)	89	25	8	17	76
	BSc Chemistry (10-13)	CAP	23	6	17	83
	BSc Chemistry (11-14)	CAP	15	5	10	80
	*M=Male *F=Female		CAP=Centralized allotment Process			

27	Diversity of Students		
	Name of the Course B Sc Chemistry		
	% of students from the same state	% of students from other States	% of students from abroad
	2010-11	100	0
	2011-12	100	0
	2012-13	100	0
	2013-14	100	0
	2014-15	100	0
28	How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?		2
29	Student progression		
	Student progression	Against % enrolled	
	UG to PG	50%	
	PG to M.Phil.	Nil	
	PG to Ph.D.	2%	
	Ph.D. to Post-Doctoral	Nil	
	Employed	10%	
	Campus selection	Nil	
	Other than campus recruitment	10%	
	Entrepreneurship/ Self-employment	10%	
30	Details of Infrastructural facilities		
	A	Library	Department library
	B	Internet facilities for Staff & Students	For staff only

C	Class rooms with ICT facility	Available		
D	Laboratories	Yes		
31	Number of students receiving financial assistance from college, university, Government or other agencies	1		
32	Details on student enrichment programmes (special lectures /workshops/ seminar) with external experts			
	Name of faculty	Designation/college	Topic	Date
	Sri Madhu P Moothattu	Director, SAMAGRA, Centre for Individual Development	Personality Development	16 th July 2010
	Prof S Sivadas	Chief Editor, Labor India Retired HOD of C.M.S. College, Kottayam, Kerala Former Editor of EUREKA, the children's science monthly of KSSP Former Literacy Ambassador of Bharat Gyan Vigyan Samithi, New Delhi	Communication techniques for Children	15 April 2012
	Yang Shuaz	Research Scholar KEAN University of China	Perspectives on Education.	15 April 2012
	Dr. N.Chandramohanakumar	Former Registrar, CUSAT(Head Department of Chemical Oceanography, CUSAT)	Interaction with students	15 April 2012

	Prof Josekutti J Ozhukayil	Environmental st and Associate Professor, Department of Chemistry, Nirmala College, Muvattupuzha.	Globalisation Chemistry	of 5 th September 2013
	Dr.SibyJoseph,	HOD, Associate Professor Department of Chemistry, St. Joseph's College, Moolamattom.	Computational Chemistry	16 August 2014
33	Teaching methods adopted to improve student learning <ul style="list-style-type: none"> • Smart Classrooms, • PowerPoint Presentations 			
34	Participation in Institutional Social Responsibility (ISR) and Extension activities <ul style="list-style-type: none"> • Conducted motivation classes by displaying experiments to school students in several Schools, Ernakulam District , Kerala • Conducted Balasasthra Congress in Association with Sasthra Sahitya parishad 			
35	SWOC analysis of the department and Future plans The Department of Chemistry is functioning well. The Department is promoted to PG level on 2013. There is good cooperation among faculty. The Department aims to being promoted as a Research level			
	<p>STRENGTHS</p> <ul style="list-style-type: none"> • Intimacy among faculties and students • Well organized tutorial system • Solving grievances of students • Remedial classes • Conduct of extension programmes • Generating research mentality among students. • Smart Classroom. • Bridge courses. <p>WEAKNESSES</p> <ul style="list-style-type: none"> • Chemicals are expensive. . 			

- Vast syllabi and shortage of time.
- No free time for teachers for proper conduct of practicals, seminars and Project works . .
-

OPPORTUNITIES.

- Start a Research centre
- Job Oriented Courses
- Industrial tie ups

THREATS

- Over use of mobile phones.
- Overuse of social media.

FUTURE PLANS

- To start research centre
- To sign more MoU with industries

Evaluative Report of the Department of COMMERCE

1	Name of the department	:COMMERCE
2	Year of Establishment	:1980
3	Names of Programmes/Courses offered	:UG : BACHELOR OF COMMERCE (Model 1)
4	Names of Interdisciplinary courses and the departments/units involved	
	Name of the course	Departments involved
	Open Course :	Physics, Chemistry, History, Hindi, Economics , Mathematics , English, Computer Science
5	Annual/semester/choice based credit system (programme wise)	
	CHOICE BASED CREDIT SEMESTER SYSTEM	
6	Participation of the department in the courses offered by other departments	
	Name of the department	Name of the open course
	Computer Science	Internet, web design and cyber laws.
	Economics	Foundations of environmental Economics.
	English	English for careers
	History	Environmental History in Indian context.
	Malayalam	Madhyama Padanam.
	Hindi	Film Studies
	Physical Education	Physical Health and life skills education.
	Physics	Energy and environmental studies.
	Mathematics	Applicable Mathematics
	Zoology	Human genetics , nutrition , community health and sanitation

	Politics	Human Rights
	Chemistry	Chemistry in everyday life.
7	Courses in collaboration with other universities, industries, foreign institutions, etc.	
	Conducts a Certificate Course in Tally in Collaboration with 'LAKOTIA COMPUTER CENTRE,' ALUVA ,Ernakulam.	
8	Details of courses/programmes discontinued(if any)with reasons	NIL
9	Number of teaching posts	
	Posts	Sanctioned
		Filled
	Professors	0
	AssociateProfessors	0
	Asst.Professors	4
10	Faculty profile with name, qualification, designation, specialization, (D.Sc./ D.Litt./ Ph.D./ M.Phil. etc.,)	
	Name	Qualificat ion
		Designation
		Specializat ion
		No. of Years of Experien ce
		No. of Ph.D. Student s guided for the last 4years
	Prof.George Cheriyan	M. Com, LLB
		Associate Professor
		Finance and Law
		Rtd 2009
		NIL
	Prof. R Jagadish	M. Com
		Associate Professor
		Accountan cy
		Rtd 2013
		NIL
	Prof.K N Raju	M. Com
		Associate Professor
		Finance and Taxation
		Rtd in 2015
		NIL
	Resmi R	M. Com, M.Ed, M.Phil
		Asst.Prof
		Finance&T axation
		3
		NIL
	Viswan M G	M. Com, NET
		Asst.Prof
		Finance&T axation
		1.5
		NIL
	Dr.P J Sebastian	M Com, B.Ed , M Phil, Ph.D
		Asst.Prof
		Finance&T axation
		19
		NIL

Nithya	M Com	Guest Lecturer	Finance&Taxation	6 months	NIL
11	List of senior visiting faculty Adv.P.Krishnan Nampoothiri(1981-2011)				
12	Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty				12%
13. Student-Teacher Ratio (programme wise)					
B Com	Year	First year	Second year	Final year	Ratio
	2010 - 11	46	53	48	37:1
	2011 – 12	44	46	53	36:1
	2012 – 13	54	44	46	36:1
	2013 – 14	43	54	44	35:1
	2014 – 15	50	52	54	39:1
14	Number of academic support staff (technical) and administrative staff; sanctioned and filled				NIL
15	Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.				
	Permanent Faculty		Temperory faculty		
	Highest Qualification	No.of faculties		Highest Qualification	No.of faculties
	Ph.D	1		P G	1
	M.Phil	1			
	P G with NET	2			
	Ph.D (Submitted)	1			
16	Number of faculty with ongoing projects from a) National b)International funding agencies and grants received				
Name of teaching faculty/Principal investigator	Type of project	Topic of project	Amount sanctioned by UGC Rs-	Funding Agency	Year

Dr P J Sebastian	Minor	Role of cooperative banks in the socio economic development in Ernakulam district.	1,20,000	UGC	2014-15
17	Departmental projects funded by ICSSR, etc and total grants received		DST-FIST;	UGC, DBT,	NIL
18	Research Centre/facility recognized by the University				NIL
19	Publications				
1	Number of papers published in peer reviewed journals (national/international) by faculty and students				
	Resmi R		1		
	Dr.P.Jsebastian		7		
2	Number of publications listed in International Database (For E.g. Web of Science, Scopus, Humanities International Complete, Dare Database-International Social Sciences Directory, EBSCO host, etc.)				NIL
3	Monographs				NIL
4	Chapter in Books				NIL
5	Books Edited				NIL
6	Books with ISBN/ISSN numbers with details of publishers				
	Dr.P J Sebastian				4
	Resmi R				3
	Viswan M G				1
7	Citation Index, SNIP, SJR, IMPACT FACTOR, H-INDEX				NIL
	Dr.P.JSEBASTIAN				

Paper Presentations

National

- The Role of District cooperative bank in the socio economic development of Ernakulam district 11-12 -2011 at Bharat matha College, Thrikkakara
- Beneficiaries Awareness towards socio Economic development schemes of EDCB 10-12-2013 at Saurashtra college Madurai

International

- Consumer protection In Banking Sector In the post globalization era on 29-01-2011 at Kalasalingam university.

Paper Publications

- Role of District cooperative bank in socio economic development at Global Research Review with ISSN 2250/2521 December 2011
- Beneficiaries Awareness towards socio Economic development schemes of EDCB ISSN 2249/6696

Resmi R

Paper Presentations

International

- 'Managing Global challenges and changes' on 25th September 2009 at Nehru college coimbatore
- 'CSR And Corporate ethics' at Nehru college coimbatore on October 2010

National

- 'India and global financial crisis' at Nirmala college Muvattupuzha on 6th January 2011
- - 'Swami Vivekananda's message to social service' conducted by NSS on December 2014 at MA college Kothamangalam.

Paper Publications with ISSN

- Occupational stress of IT employees in Research lines journal vol 111 0975-8914, 2009
- A study on job stress of executives working in BPO in Research lines vol iv 0975-8914, 2011
- A study on Economic crisis in global Research Review
- 2250-2521 by scholars Association of Kerala 2011
- Global Economic crisis Recession to Resurgence- Global Economic Crisis in NARP 2011

- **Workshops attended**

- o Spss Package at CUSAT on 2010
- o Thesis writing skills-work shop by Christ University 2010
- o Nodal office TVM on 25-27th Nov. 2010

	<ul style="list-style-type: none"> o Work shop on SPSS package by Christ University 2011 o Nodal office TVM on 14th October 2011 <ul style="list-style-type: none"> • Seminars attended -10 • Viswan M.G • Paper presented • National • Role of E-Marketing in Modern Business Era at Saurashtra College, Madurai , March 2014 • Publications • Role of E-marketing in Modern business Era in a journal with ISBN 978-81-904189-5-9 • Seminars Attended • UGC National seminar on Swami Vivekananda on September 26 and 27 2014 at SSV College • UGC National Seminar on” Financial Inclusion-Issues, Challenges and Prospects” at St.Xavier’s College,Aluva in March 2015 	
20	Areas of consultancy and income generated	
	<ul style="list-style-type: none"> • NSS Orientation classes conducted by faculty • Orientation classes for the PTA and student police by faculty • Personality development classes is conducted by faculties in other colleges. • NET coaching classes are conducted by faculties • Councilor in IGNOU 	
21	Faculty as members in	
	a National committees	Nil
	b International Committees	Nil
	c Editorial Boards	Nil
22	Student projects	
	a Percentage of students who have done in-house projects including interdepartmental/ programme	100 %
	b Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/ Industry/ other agencies	2%
23	Awards/Recognitions received by faculty and students	

Awards/Recognitions received by faculty

Dr P.J Sebastian-

- PSC question paper setter
- Resource person in nationalized seminar at Madurai

Resmi R-

- NSS Programme Officer for the last 3 years
- Councillor of IGNOU
- Resource person in orientation classes by NSS

Awards/Recognitions received by students

- Best manager in intercollegiate commerce fest
- Medal winners in judo championship
- State Champion in karate competition
- Sandra K S has won first place in District level and third place in State Level Karate Championship In November 2014
- Anu K. R. And Rugma S Nair has won first place in marketing game in Commerce Fest conducted at C E T College, Irapuram
- Conducted classes on Food &health habits for school students

24 List of eminent academicians and scientists/visitors to the department

Name of faculty	Designation/college	Date
Dr.Dileep kumar	Associate professor, Cochin college Presently Vice chancellor, Sree Sankara University Kalady	21-9-10
Dr Santhosh Kumar P V	Associate Prof , St Peters College Kollencherry	9-12-10
Dr.Rajasekaharan	Associate Prof , St Albert's College, Ernakulam	2-2-11
Dr Sujetha Nair	Pro.V.C Sanskrit University	16-9-11
Dr Gireesh Kumar	Associate Professor Nirmala College ,Muvattupuzha	11-12-11
Dr Madusoodanan kartha	Asst Prof Maharajas College, Ernakulam	10-1-12

	Prof.Lazar	Associate Professor Nirmala College Muvattupuzha	11-7-12
	Dr.Rajan Panicker	Associate Professor KE College , Mannanam	14-9-12
	Dr Susy Mathew	Associate Professor MA College, Kothamangalam	10-1-14
	Dr Jose Antony	Associate Professor &HOD MSW dept.Sanskrit University kalady	13-9-13
	Dr Sybila Pius Fernandez	Associate Professor St .Xaviers college Aluva	5-11-13
	Shri.Eldose Kunnappilly	President, District, Panchayath, Ernakulam	10-1-14
	Dr.Ramachandran	Professor, SS college Kalady	15-9-14
	Dr James Joseph Mathew	Associate Professor Nirmala College Muvattupuzha	8-10-14
	Kuzhalanadan	International Law&tax consultant	6-2-15
25	Seminars/Conferences/Workshops organized &the source of funding		NIL
26	Student profile programme/course wise		
	Name of the Course/programme B Com Regular		
	Applicatio ns received	Selecte d	Enrolled *M *F
			Pass percentage
	2008-11	130	46
			23 23
	2009-12	148	44
			20 24
	2010-13	187	54
			32 22
	2011-14	CAP	43
			20 23
	2012-15	CAP	54
			38 16
			Awaiting results
	*M=Male *F=Female	CAP= Centralized allotment Process	
27	Diversity of Students		

Name of the Course B Com			
	% of students from the same state	% of students from other States	% of students from abroad
2010-11	100	0	0
2011-12	100	0	0
2012-13	100	0	0
2013-14	100	0	0
2014-15	100	0	0
28	How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?		NET -6
29	Student progression		
	Student progression		Against % enrolled
	UG to PG		75
	PG to M.Phil.		2
	PG to Ph.D.		2
	Ph.D. to Post-Doctoral		0
	Employed		
	Campus selection		20
	Other than campus recruitment		60
	Entrepreneurship/ Self-employment		15
30	Details of Infrastructural facilities		
A	Library	1200 books in department library	
B	Internet facilities for Staff & Students	For staff only	

C	Class rooms with ICT facility	One Class room shared with English department
D	Laboratories	Nil
31	Number of students receiving financial assistance from college, university, Government or other agencies	
	Type of scholarship	2012-13 2013-14 2014-15
	Higher education scholarship	
	Central Sector Scholarship	6 6 6
	Minority scholarship	
32	Details on student enrichment programmes (special lectures/ workshops/ seminar) with external experts	
	Different lectures were conducted for students with external experts	
	Name of faculty	Designation/ college
	Topic	Date
	Dr.Dileep kumar	Asso. professor, Cochin college Presently V C, S S S University Kalady
	Dr Santhosh Kumar P V	Associate Prof , St Peters College Kollencherry
	Dr.Rajasekahar an	Associate Prof ,St Albert's College, Ernakulam
	Innovative methods in Research	21-9-10
	Research methodology	9-12-10
	Modern techniques in e-marketing	2-2-11

Dr Sujetha nair	Pro.V.C Sanskrit University	Role of IT in commerce.	16-9-11
Dr Gireesh Kumar	Associate Professor Nirmala College ,Muvattupuzha	Recession and its impact in modern era	11-12-11
Dr Madusoodanan kartha	Asst Prof Maharajas College, Ernakulam	Introduction to Enrepreneurship development	10-1-12
Prof.Lazar	Associate Professor Nirmala College Muvattupuzha	Importance of study of E- commerce	11-7-12
Dr Susy mathew	Associate Professor MA College, Kothamangala m	E.- Governance	10-1-13
Dr.Rajan Panicker	Associate Professor KE College , Mannanam	Introduction of SPSS	14-9-12
Dr Sybila Pius Fernandez	Associate Professor St .Xaviers college Aluva	Financial inclusion	5-9-13
Dr Jose Antony	Associate Professor &HOD MSW dept.Sanskrit University kalady	Personality Development	13-9-13

Shri.Eldose Kunnappilly	President,D istrict,Panchay ath, Ernakulam	E-Governance &Pracice	13-2-14
Dr.Ramachand ran	Professor, SS college Kalady	Impact of SSI on Indian Economy	15-9-14
Dr James Joseph	Associate Professor Nirmala College Muvattupuzha	Secondary market -scenarios.	8-10-14
Mathew Kuzhalanadan	Internation al Lawer&tax consultant	Cyber law	6-2-15
<ul style="list-style-type: none"> • Student support programmes are conducted for weak students. Such students are given extra coaching by teaching faculty before or after regular classes. • Walk with scholar programmes initiated by Higher Education Dept of Kerala are also conducted to impart practical knowledge to students by selected faculty members. • Financially backward students are supported with book bank facility under UGC scheme. • .Essay writing, poetry writing and short story writing, extempore, debate, quiz competitions are held in a time bound manner for overall development of their academics. • Every year Recruitment of our pre students as teachers of the same institution with NET qualification. • Conductedclasses in association with Kerala Legal Service authority. • Conducted “happiness programme” by Art of living Perumbavoor centre. • Conducted regular career Guidance classes by around 10 or more agencies. • A programme’ Know your Student ‘launched in 2012-13 regularly visits students’ residences and provides financial support to economically weak ones. • Industrial Visits to esteemed companies like Eastern Condiments Private Ltd,,Jeevan tea Factory etc. are organized every year so that students get an exposure to Industry. • 1. ‘AKRAYA- the Commerce fest’ This was a two day intercollegiate programme launched in the year 2014.It provides opportunity to students of various institutions to participate in variety of events conducted as part of 			

the Fest. The main aim of the programme is moulding students to face the challenges in the society through conducting events which are helpful for better personality development and boost their entrepreneurial traits.

- AKRAYA I- 13&14th February, 2014
- Events
 - Best manager- This competition conducted to find out the best manager who has innovative and challenging capacities. In this a filtering of managerial talents through four rounds of tests and interviews were done. Mr. Sreejith, Faculty, London Business School, Kochi was the presenter of the session.
 - Business Quiz- this event was conducted by Prof. Eldhose, and Prof. Shaju Mathew (Associate Professors, Panampally college Chalakudy) There are also variety of rounds which test the general awareness and aptitude in business area.
 - Seminars and Paper Presentations- Variety of papers with academic excellence were presented by students.
 - Exhibition- In connection with the fest an exhibition was conducted to promote an awareness of Commerce subjects.
 - Instant Enterprise, A Business Game - It is a contest which test the the entrepreneurial skills of students in launching a product in the market.
- Apart from the Academic, fun session was also arranged. Which Included:
 - Three Men Football
 - Adventure Cycling
 - Shootout
- Certificates were distributed to all participants and the winners awarded with Prize Money.
- AKRAYA-II- 6&7th February 2015
 After the grand success of Akraya I, the department organized its second version in 2015. The number of participated colleges rises to 22 and more events like Photography, Skiller throw are added in addition to all the events in Akraya I.
 The department looking forward to extend this programme in to wider area.
- **News collection register**
 A book is maintained in department in which important financial news collected by the students are kept and discussed same in class rooms. It help the students to get updated.
- **Industrial Visit**
 In order to impart entrepreneurial traits in students and get them an exposure to industry, the department organizes Industrial visit at least once in an year for third semester students. We have visited the following Companies :
 - November 2011 - Eastern Condiments (P) Ltd., Admali, Idukki District

- November 2012 – Eastern Condiments (P) Ltd.,Admali,Idukki District
- August 2013-Forest Industries Travancore Ltd,Aluva
- December 2013- Eastern Condiments (P) Ltd.,Admali,Idukki District
- December 2014- High Lands Tea Factory,Cauvery Mount,Kattappana

Know Your Student

It is a programme launched by the department in 2012 which aims to meet the students by faculty (tutor)at their home and interact with family members. It helps to identify the socio-economic background of the student and provide all types of assistance and support, if necessary.

33 Teaching methods adopted to improve student learning

- Smart class room are provided for students to understand the subject in a better way.
- General subjects are taught through group discussions and debates.
- Power Point Presentations are used.
- Test papers are conducted periodically for better academics.
- Seminars by students are conducted to overcome stage fear and improve communication skills.
- Academically brighter students are given extra coaching to excel
- Remedial coaching provided for slow learners..
- Best students are provided with scholar support Programme named “walk With Scholar”
- Socially and economically poor backgrounds are identified in the beginning of the course and text books are offered for them.
- Necessary steps are taken to bring them up with other students.
- Group discussions are held periodically to boost the leadership quality of student community

34 Participation in Institutional Social Responsibility (ISR) and Extension activities

- Visit to schools by student teachers for taking classes in health education
- Locals are taught computerised .accounting
- Majority students actively participate in NSS programmes.
- Most of the students are members of nature club, debate club, women’s forum etc.
- Regular visit to children’s home and mentally retarded people and provides food and clothes for them.
- AKRAYA-An intercollegiate Commerce fest conducted

35 SWOC analysis of the department and Future plans

Strength

- Excellent teacher student relationship
- Publications in national and international journals with ISBN
- 75% students have community participation through NSS
- Academic and non academic activities for students
- Internet facility for staff
- Practical yoga classes
- Unity among teachers
- Academically qualified faculty
- Good communicative skills
- Conduct of seminars by external experts.
- Good informal training
- Publishes manuscript magazine 'DWANI' regularly
- Produced a short film 'TRIP TO MANSION HOUSE'

Weakness:

- Lack of Research centre
- Paucity of good academic and syllabus based books

Opportunity:

- Good job opportunities for students
- Good institutions for higher studies
- Academic flexibility helps students to choose different fields for higher studies.
- In – house publication can be upgraded to a research journal

Challenges:

- Shortage of funds
- Students from poor economic and emotional backgrounds.
- Ignorance of parents.
- Increasing number of self financing colleges.

Future Plans :

- To make Research centre.
- To conduct more and more national and international seminars.
- Student centered approach for better results
- Socially committed extension activities.

Evaluative Report of the Department of COMPUTER SCIENCE

1	Name of the department	: COMPUTER SCIENCE
2	Year of Establishment	: 2001
3	Names of Programmes/Courses offered	: UG : B.Sc COMPUTER SCIENCE Model III
4	Names of Interdisciplinary courses and the departments/units involved	
	Name of the course	Departments involved
	Common Course : BSc Computer Science	Mathematics , English
	Open Course : Internet Web Designing and Cyber Laws	Physics, Chemistry, Mathematics , History, Economics , Commerce , English, Hindi
5	Annual/semester/choice based credit system (programme wise)	
	.	
	CHOICE BASED CREDIT SEMESTER SYSTEM	
6	Participation of the department in the courses offered by other departments	
	Name of the department	Name of the open course
	Commerce	Fundamentals of accounting.
	Economics	Foundations of environmental Economics.
	English	English for careers
	History	Environmental History in Indian context.
	Malayalam	MadhyamaPadanam.
	Mathematics	Applicable Mathematics.

Physical Education	Physical Health and life skills education.					
Physics	Energy and environmental studies.					
Zoology	Human genetics , nutrition , community health and sanitation					
Politics	Human Rights					
Chemistry	Chemistry in everyday life.					
Hindi	Film Studies					
7	Courses in collaboration with other universities, industries, foreign institutions, etc.					
	M oU with Versatile Solutions Perumbavoor, Ernakulam					
	Synergy Systems , Perumbavoor					
8	Details of courses/programmes discontinued(if any)with reasons				NIL	
9	Number of teaching posts					
	Posts	Sanctioned		Filled		
	Professors	0		0		
	AssociateProfessors	0		0		
	Asst.Professors	4		4		
10	Faculty profile with name, qualification, designation, specialization, (D.Sc./ D.Litt./ Ph.D./ M.Phil. etc.,)					
	Name	Qualificati on	Designati on	Specializati on	No. of Years of Experien ce	No. of Ph.D. Student s guided for the last 4years
	Leenamol O	MCA,	Asst	Data Structures, Soft	7	NIL

	M Com	Prof	Computing Techniques		
Manusankar C	B Tech, M E, M B A	Asst Prof	Computer Security, Computational Biology, Cyber Laws	4	NIL
Ambili M S	M Sc, M Ed	Asst Prof	I CT in Education, JAVA, C++	4	NIL
Sumaja Sasidharan	B Tech, M Tech	Asst Prof	DBMS	4	NIL
11	List of senior visiting faculty				NIL
12	Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty				NIL
13.	Student-Teacher Ratio (programme wise)				
BSc Computer Science	Year	First year	Second year	Final year	Ratio
	2010- 11	12	15	25	13:1
	2011 – 12	20	12	15	12:1
	2012 – 13	17	20	12	12:1
	2013 – 14	27	17	20	16:1
	2014 – 15	21	27	17	16:1
14	Number of academic support staff (technical) and administrative staff; sanctioned and filled				NIL
15	Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.				
	Name of faculty (permanent)		Qualification		
	LeenaMol O		MCA, MCom		
	Manusankar C		ME,MBA		
	Ambili M S		MSc.MEd		

Sumaja Sasidharan		MTech			
16	Number of faculty with ongoing projects from a) National b)International funding agencies and grants received				
	Name of teaching faculty/Principal investigator	Type/ funding agency	Topic of project	Amount sanctioned by UGCRs-	Year
	Manusankar C	Minor/UGC	Improved virtual test buds for anti-viruses and other security products	2,00,000	2013-14
17	Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc and total grants received				NIL
18	Research Centre/facility recognized by the University				NIL
19	Publications				
1	Number of papers published in peer reviewed journals (national/ international) by faculty and students				18
2	Number of publications listed in International Database (For E.g. Web of Science, Scopus, Humanities International Complete, Dare Database-International Social Sciences Directory, EBSCO host, etc.)				8
3	Monographs				NIL
4	Chapter in Books				1
5	Books Edited				1
6	Books with ISBN/ISSN numbers with details of publishers				NIL
7	Citation Index,				8
8	SNIP, SJR				NIL

9	IMPACT FACTOR	0.5
10	H-INDEX	1

Details of papers presented in seminars

Manusankar C

IEEE PUBLICATION

1. Manusankar, C.;Karthik, S.; Rajendran, T.; “Intrusion Detection System with packet filtering for IP Spoofing “ Communication and Computational Intelligence (INCOCCI), 2010 International Conference on Publication Year: 2010 , Page(s): 563 – 567
http://ieeexplore.ieee.org/xpl/freeabs_all.jsp?arnumber=5738791

INTERNATIONAL JOURNAL PUBLICATIONS

1. Manusankar.C, Ayyappadas.K, Rajendran.T and Karthik.S, “An improved Behavioral Strategy Based Approach in Combating Threats over Computer Networks”, CiiT International Journal of Networking and Communication Engineering. Print: ISSN 0974 – 9713 & Online: ISSN 0974 – 9616
<http://www.ciitresearch.org/ncejanuary2011.html>
2. Noora.VT, Manusankar.C, Rajendran.T and Karthik.S, “Improved Encryption for Secured Transaction using electronic cards”, CiiT International Journal of Wireless Communication Print: ISSN 0974 – 9756 & online: ISSN 0974 – 9640
<http://www.ciitresearch.org/wcjanuary2011.html>
3. Manusankar.C and Dr. S. Karthik, “SOAP Protocol Based Web Security Improvement”, International Journal of Computer Applications. ISSN: 0975 – 8887
<http://www.ijcaonline.org/proceedings/icvci/number14/2736-1531>
4. Ayyappadas K., Manusankar C. and Balasankar C, “Implementing Visual Cryptography and Biometrics for improved Stego Image Security”, International Journal of Mobile & Adhoc Network|Vol1|issue 2|Aug 2011 ISSN (Online) 2231–6825 ISSN (Print) 2249-202X

INTERNATIONAL CONFERENCE PRESENTATIONS

1. Manusankar.C, Rajendran.T and Karthik.S,” The Challenge of Detecting and Removing Installed Threats”, International Conference on Innovative Computing Technologies (ICICT 2010), at M. Kumarasamy College of Engineering, February 12-13, 2010.
2. Manusankar.C, Ayyappadas.K, Rajendran.T and Karthik.S, “Strategy Based Approach for Combating Threats”, International Conference on Innovative Research in Engineering and Technology (iCIRET2010), at Park College of Engineering and Technology, August 12-14, 2010. (Best Paper Award)
3. Noora.VT, Manusankar.C, Rajendran.T and Karthik.S, “Smart Card Encryption for Secured Transaction”, International Conference on Innovative Research in Engineering and Technology (iCIRET2010), at Park College of Engineering and Technology, August 12-14, 2010.
4. Karthik.S, Dr.V.P.Arunachalam, Dr.T.Ravichandran, Dr.M.L.Valarmathi and Manusankar.C, “An Optimizing Technique for MDGT Using DRSA Algorithm Association with IP Traceback Strategies”, International Conference on Advances in Information and Communication Technologies (ICT 2010), at Kochi September 07-08, 2010.
5. Manusankar.C, Karthik.S and Rajendran.T, “Intrusion Detection System with Packet Filtering for IP Spoofing”, International Conference on Communications and Computational Intelligence (INCOCCI 2010) at Kongu Engineering College, December 27-29, 2010.
6. Manusankar.C and Dr. S.Karthik, “Secured Transaction Using improved Smart Card Encryption Technique”, International Conference on Information Security (ICIS 2011) held at AdiShankara Institute of Engineering and Technology, Kalady, Ernakulam during 04-05 March. 2011.
7. Manusankar.C and Dr. S. Karthik, “SOAP Protocol Based Web Security Improvement”, International Conference on VLSI, Communication and Instrumentation [ICVCI-2011], SAINTGITS College of Engineering, Kottayam, INDIA, during

April 7th – 9th, 2011. ISBN: 978-93-80746-55-0

8. Ayyappadas K., Manusankar C. and Balasankar C., “Enhancing Stego Image Security Using Visual Cryptography and Biometrics”, International Colloquium on Computer Science and Information Technology (CEMC-CSIT 2011), Ilahia College of Engineering and Technology, Muvattupuzha, during September 20-21, 2011. [Accepted paper]

NATIONAL CONFERENCE PRESENTATIONS

1. Manusankar.C, Ayyappadas.K, Rajendran.T and Karthik S, ”A Strategy Based Approach for Detecting and Removing Threats”, National Conference on Emerging Trends in Computing Technologies (NCETCT’10), Karpagam University, October 27-28, 2010
2. Noora.V.T, Manusankar.C, Ayyappadas.K and Rajendran.T, “SOAP Based Enhanced Web Service Security”, National Conference on Emerging Trends in Computing Technologies (NCETCT’10), Karpagam University, October 27-28, 2010
3. Ayyappadas K. and Manusankar C.,” Enhancing Biometric Template Security Using Visual Cryptography and Biometrics”, National Conference on Biometric Technologies (bodhi2011), Viswajyothi College of Engineering & Technology, April 1-2,2011

20 Areas of consultancy and income generated

- Conducted UGC NET Coaching classes.
- Consultancy for Computer security and Hardware maintenance.
- Consultancy for project developments and Software testing.
- International publication reviewer

21 Faculty as members in

- | | | |
|---|--------------------------|--------------|
| a | National committees | Nil |
| b | International Committees | Manusankar C |

c	Editorial Boards	Manusankar C
22	Student projects	
a	Percentage of students who have done in-house projects including interdepartmental/ programme	10%
b	Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/ Industry/ other agencies	90%
23	Awards/Recognitions received by faculty and students	
	o Two Best Paper Awards for Manusankar C while doing P G	
	o MEd II Rank Holder- Ambili M S	
24	List of eminent academicians and scientists/visitors to the department	
	2010-2011	
1	Dr. AchuthSankar S Nair	Director, Centre for Bio- informatics University, Karyavattom, Thiruvananthapuram
2	Dr. Jagathy Raj V P	Reader , SMS, Cusat
3	Dr. A Vijayakumar	Reader, Dept of mathematics, Cusat
4	V T Santhosh	District Information Officer, NIC Ernakulam
	2011-2012	
1	Brijesh George	Managing Director IPSR Solutions Ltd.
2	Sabu M K	Assistant Professor MES College, Marambilly
3	Maya Abraham	Managing Director TDS Solutions
4	Eugin Lopez F	IHRD, Thodupuzha
5	Edison Paul Periera	Managing Director Zion Computer Hardware and networking Institute
	2012-13	
1	RihanRasheed G	Microsoft Co-operation
2	Binoy Joseph	Officer in charge Cyber cell,Kochi city police

		2013-14	
1	Dr. R Vijayakumar	DCDC MG University	
2	Dr. Sreeraj M	Assistant Professor FISAT	
3	Pankajkumar G	Assistant Professor FISAT	
4	Dr. T Rajendran	HOD , Dept. Of computer science, Chettinad college of Engineering and Technology.	
5	RenjithVarma C K	Cyber Prism Ltd.	
6	Reshmi	Edukshetra, Ernakulam	
		2014-15	
1	Mr. Sreejith K.S	Fortune Institute of technology.	
2	K M Salim.	Head Master, St.Pauls govt. LP School, Airapuram	
3	Edison Paul Periera	Managing Director Zion Computer Hardware and networking Institute	
4	K M Salim	Head Master, St.Pauls govt. LP School, Airapuram	
5	Christy Alias	Phd Candidate, Trinity College,Ireland,	
6	Anuroofa O M	UGC JRF, School of Pedagogical Science, M G University , Kottayam	
25	Seminars/Conferences/Workshops organized &the source of funding		
	❖ UGC Sponsored National Conference on Cyber Laws and Cyber Forensics Sep 13-14/2013		
26	Student profile programme/course wise		
	Name of the Course/programme B Sc Computer Science		
	Applications received	Selected	Enrolled
			*M *F
			Pass percentage
2008-11	55	12	7 5 83%

2009-12	CAP	20	9	11	90%
2010-13	CAP	17	4	13	Course going
2011-14	CAP	27	18	9	Course going
2012-15	CAP	21	12	9	Result awaiting
*M=Male *F=Female		CAP= Centralized allotment Process			
Diversity of Students					
27	Name of the Course B Sc Computer Science				
	% of students from the same state	% of students from other States	% of students from abroad		
2010-11	83	17	0		
2011-12	100	0	0		
2012-13	100	0	0		
2013-14	100	0	0		
2014-15	100	0	0		
28	How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?				NIL
29	Student progression				
	Student progression	Against % enrolled			
	UG to PG	95			
	PG to M.Phil.	10			
	PG to Ph.D.	20			
	Ph.D. to Post-Doctoral	NIL			
	Employed				
	Campus selection	10			

	Other than campus recruitment	85		
	Entrepreneurship/ Self-employment	5		
30	Details of Infrastructural facilities			
A	Library	237 books in department library		
B	Internet facilities for Staff & Students	Leased line internet connection available for staff & students		
C	Class rooms with ICT facility	Computer lab with smartboard		
D	Laboratories	Computer lab with 30 computers, LAN and internet facility		
E	Project Room	Project room with internet facility.		
F	Hardware Lab	Yes		
31	Number of students receiving financial assistance from college, university, Government or other agencies			
	Type of scholarship	2012-13	2013-14	2014-15
	Higher education scholarship			
	Central Sector Scholarship			
	Minority scholarship	1	1	1
32	Details on student enrichment programmes (special lectures/ workshops/ seminar) with external experts			
	An average of three lectures per year were held for students with external experts			
	Name of faculty	Designation/ college	Topic	Date
	Dr. AchuthSankar S Nair	Director, Centre for Bio-informatics University, Karyavattom, Thiruvanantha	Recent trends in Bio- informatics	10/10/2010

		puram		
Dr. Jagathy Raj V P		Reader , SMS, Cusat		10/10/2010
Dr. Vijayakumar A		Reader, Dept of mathematics, Cusat	ComputationalMathemetics	11/10/2010
V T Santhosh		District Information Officer, NIC Ernakulam	National Softwares	11/10/2010
Brijesh George		Managing Director IPSR Solutions Ltd.	Technical Talk	01/08/2012
Sabu M K		Assistant Professor MES College, Marambilly	Graph Theory	09/08/2012
Maya Abraham		Managing Director TDS Solutions	Current trends in IT Field	07/09/2012
Eugin Lopez F		IHRD, Thodupuzha	Technical Talk	14/09/2012
Edison Periera Paul		Managing Director Zion Computer Hardware and networking Institute	Seminar on Career planning	12/12/12
Rihan Rasheed G		Microsoft Co-operation Officer in charge Cybercell, Kochi, city police	Microsoft Section	18/01/2013
Binoy Joseph		DCDC MG University	Cyber Crime awareness	13/08/13
Dr. Vijayakumar R		Assistant Professor FISAT	Technical Talk	13/08/2013
Dr. Sreeraj M		Assistant Professor FISAT	Technical Talk	13/08/2013
Pankajkumar G		Assistant Professor FISAT	Technical Talk	13/08/13

Dr. Rajendran	T	HOD , Dept. Of computer science, Chettinad college of Engineering and Technology.	Conference chair	14/08/13
RenjithVarma C K		Cyber Prism Ltd.	Technical Talk	16/08/13
Reshmi		Edukshetra, Ernakulam	Technical Talk	17/08/13
Mr. K.S	Sreejith	Fortune Institute of technology.	OOPs and New Technologies	26/08/14
K M Salim	.	Head Master, St.Pauls govt. LP School, Airapuram	One-day workshop	27/08/14
Edison Periera	Paul	Managing Director Zion Computer Hardware and networking Institute	Career guidance planning class	29/08/14
K M Salim		Head Master, St.Pauls govt. LP School, Airapuram	Inaugural Address	18/12/14
Christy Alias		Phd Candidate, Trinity College,Ireland	Technical Talk	18/12/14
Anuroofa O M		UGC JRF, School of Pedagogical Science, MG University , Kottayam	An introduction to Micro Teaching	20/01/15
<ul style="list-style-type: none"> • Student support programmes are conducted for weak students. Such students are given extra coaching by teaching faculty before or after regular classes. • Walk with scholar programmes are also conducted to impart extra knowledge to students by selected faculty members. 				

- Pre-workshops conducted for programming languages in all semesters.
- Communicative English classes are also held to improve the communicative skills of the students.
- Regularly conducting Remedial classes for weak students.
- Conducting career development and guidance classes to final year students these helps to increase the interview performance of our students.
- Bridge courses conducting for First year students that also help increase the student's interest.
- Conducting Seminars and awareness classes about new trends in computer science.
- Conducting classes by Experts for mental health and enriching knowledge .

33 Teaching methods adopted to improve student learning

- **Computer assisted learning:** Using NPTEL recorded classes and Power Point Presentations. Also using LCD projector and smart boards.
- **Lecture method:** Teaching through lectures by using black boards.
- **Seminars:** The students are encouraged to take Technical seminars which helps to improve the presentation skills and overcome stage fear.
- **Project based learning:** Through the mini projects and full semester projects the students can improve their quality of analysing, designing, implementing and documenting skills . And also they are equipped for industry.
- **Experimental learning:** The students are trained to do programming through lab experiments.
- **Group discussions Methods:** Discussions are held periodically to boost the leadership quality of student community.
- Students coming from educationally, socially and economically poor backgrounds are identified in the beginning of the course. Necessary steps are taken to bring them up with other students. Also give more support and care to improve their abilities.
- Introductory and bridge courses conducting for the first year students to cope them to familiar of the course.

- Special support and facilities given to the interested students in the different fields of Computer applications such as web designing ,editing and software development etc.
- Test papers are conducted periodically for better academics.
- Academically brighter students are given extra coaching to excel.
- Extra care is given to slow learners by conducting remedial classes.
- Support them to improve their abilities in nonacademic activities.
- Allow them to attend various IT fests and other competitive programmes to innovate them more to industry.

34 Participation in Institutional Social Responsibility (ISR) and Extension activities

- University certified Add-on Course in Information Technology .
- Conducting workshops and classes for nearby government school students and taking computer awareness classes for students and teachers.
- Visiting special schools for differently abled students and conducting classes and different presentation for them.
- Computer literacy programmes for Kudumbasrees in association with Gramapanchayath.
- Conducting workshops in emerging trends in computer science for other students other than computer science.
- Conducting office automation classes for office staffs.
- Computer efficiency programmes for teaching staffs in SSV College.
- Internet awareness class for students from other departments.
- Students actively participate in NSS programmes.
- Students are members of nature club, debate club, women's forum etc.

35 SWOC analysis of the department and Future plans**Strength**

- Excellent teacher student relationship
- Excellent teaching learning environment.
- Adequate modern teaching aids.
- Academic and nonacademic activities for students
- Internet facility for staff and students.
- Motivated faculty members
- Excellent career guidance.
- Conduct of regular talks by external experts.
- Approval of UGC minor projects.
- Well equipped hardware demonstration lab .
- Project room with internet and Server.
- Teacher-Guardian Scheme.

Weakness:

- Less number of senior professors
- Lack of professional development for faculty.
- Less number of International Conferences and Symposium

Opportunity:

- Good job opportunities for students
- Good career guidance for students.
- Academic flexibility helps students to choose different fields for higher studies.
- Good project guidance.

- In – house publication.

Challenges:

- Lack of funds
- Students from poor economic and emotional backgrounds.
- Ignorance of parents.
- Increasing number of self financing colleges

Future Plans :

- To make this department as a Research Centre.
- To organize seminars both national and international.
- Student centered approach for better results.
- To enhance campus placements.
- Socially committed extension activities to make students more knowledgeable, socially committed value based good citizens.

Evaluative Report of the Department of ECONOMICS

1	Name of the department	:ECONOMICS
2	Year of Establishment	:1998
3	Names of Programmes/Courses offered	: UG : BA ECONOMICS (MODEL 1)
4	Names of Interdisciplinary courses and the departments/units involved	
	Name of the course	Departments involved
	Open Course : : Foundations of Environmental Economics	Physics, Chemistry, History, Hindi, , Commerce , English, Computer Science, Mathematics
5	Annual/semester/choice based credit system (programme wise)	
	.	
	CHOICE BASED CREDIT SEMESTER SYSTEM	
6	Participation of the department in the courses offered by other departments	
	Our Students participate in the open courses offered by other departments	
	Name of the department	Name of the open course
	Computer Science	Internet, web design and cyber laws.
	Commerce	Fundamentals of accounting.
	English	English for careers
	History	Environmental History in Indian context.
	Malayalam	Madhyama Padanam.
	Mathematics	Applicable Mathematics
	Hindi	Filim Studies
	Physical Education	Physical Health and life skills education.

	Physics	Energy and environmental studies.				
	Zoology	Human genetics , nutrition , community health and sanitation				
	Politics	Human Rights				
	Chemistry	Chemistry in everyday life.				
7	Courses in collaboration with other universities, industries, foreign institutions, etc.				NIL	
8	Details of courses/programmes discontinued(if any)with reasons				NIL	
9	Number of teaching posts					
	Posts	Sanctioned		Filled		
	Professors	0		0		
	AssociateProfessors	0		0		
	Asst.Professors	3		3		
10	Faculty profile with name, qualification, designation, specialization, (D.Sc./ D.Litt./ Ph.D./ M.Phil. etc.,)					
	Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4years
	Prof S. K. Krishnan	MA	Associate Professor	Public Finance	27 years Rtd 2010	Nil
	Prof . K Hema	MA	Associate Professor	MicroEconomics	30 Years Rtd 2011	Nil
	M/s. Rashmi K P	MA	Asst Prof	Micro Economics	4 years	Nil

Mr. Lijo Johny	MA	Asst Prof.	Human Resource Management	3 Years	Nil
M/s. Sumi K S	MA	Asst Prof.	Macro Economics	3 Years	Nil
11	List of senior visiting faculty				NIL
12	Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty				0
13	Student-Teacher Ratio (programme wise)				
	B A Economics	Year	Ratio		
		2010- 11	31:1		
		2011 – 12	31:1		
		2012 – 13	32:1		
		2013 – 14	36:1		
		2014 – 15	38:1		
14	Number of academic support staff (technical) and administrative staff; sanctioned and filled				NIL
15	Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.				
	Name of faculty (permanent)		Qualification		
	M/s Rashmi.K.P		MA , B.Ed.		
	Mr.lijo Johny		MA		
	M/S. Sumi.K.S		MA, B.Ed		
16	Number of faculty with ongoing projects from a) National b)International funding agencies and grants received				
Name of teaching faculty/ Principal	Type/ Funding Agency	Topic of project	Amount sanctioned	Year	

investigator				
M/s Rashmi.K.P	Minor/UGC	Affluence and diseases- Shifting burden of non-communicable diseases in Kerala	135000	2014-15
Mr. Lijo Johny	Minor/UGC	A study about the Financial Empowerment through micro finance and Micro Enterprises	140000	2014-15
M/S. Sumi.K.S	Minor/UGC	Economics of Islamic Banking	135000	2014-15
17	Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc and total grants received			NIL
18	Research Centre/facility recognized by the University			NIL
19	Publications			
1	Number of papers published in peer reviewed journals (national/ international) by faculty and students			NIL
2	Number of publications listed in International Database (For E.g. Web of Science, Scopus, Humanities International Complete, Dare Database-International Social Sciences Directory, EBSCO host, etc.)			NIL
3	Monographs			NIL
4	Chapter in Books			NIL
5	Books Edited			NIL
6	Books with ISBN/ISSN numbers with details of publishers			NIL
7	Citation Index, SNIP, SJR, IMPACT FACTOR, H-INDEX			NIL
Details of papers presented in seminars				

Sumi .K.S		
1. UGC Sponsored National Seminar on Changing Status of women in India :Its Issues and Challenges -25 th &26 th July 2013 at Morning Star Home Science College,Angamaly		
Lijo Johny		
1. “FDI in Multi Retail Sector in India- Is it Necessary” UGC Sponsored National seminar on ‘Foreign Direct Investment in Multi-Brand Retail Sector in India- Issues and Challenges Ahead’ at Mar Athanasius College Kothamangalam. 7 & 8 March 2013		
20	Areas of consultancy and income generated	NIL
21	Faculty as members in	
	a National committees	Nil
	b International Committees	Nil
	c Editorial Boards	Nil
22	Student projects	
	a Percentage of students who have done in-house projects including interdepartmental/ programme	100 %
	b Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/ Industry/ other agencies	NIL
23	Awards/Recognitions received by faculty and students	NIL
24	List of eminent academicians and scientists/visitors to the department	
2010-2011		
1	M/s. Lissamma Abraham	Dept of Economics ,Nirmala college Muvattupuzha
2	Mr.Sambhu Namboothiri	Dept of Economics, Sankara College , Kalady
2011-2012		

1	Mr. Georgie Neernal	Dept of Economics ,Nirmala college Muvattupuzha			
2012-13					
1	Dr. P.K. Baby	,Director of Students Welfare, Department of Youth Welfare CUSAT			
2	Mr.V.K.Prasad	Economic Correspondant, Indian Express			
2013-14					
1	Dr. Tomy Varghese	Dept of Economics,UC College ,Alua			
2	M/s. Aruna Sundararajan IAS	Former Chief Secretary, Government of Kerala			
25	Seminars/Conferences/Workshops organized &the source of funding				NIL
26	Student profile programme/course wise				
Name of the Course/programme B A Economics					
	Applications received	Selecte d	Enrolled		Pass percentage
			*M	*F	
2008-11	93	37	17	20	86.11
					84.84
2009-12	124	37	7	30	
2010-13	118	35	15	20	67.85
2011-14	CAP	25	6	19	90
2012-15	CAP	40	14	26	Result awaiting
	*M=Male *F=Female		CAP= Centralized allotment Process		
27	Diversity of Students				
Name of theCourse B Sc Mathematics					
	% of students from	% of students	% of students		

	the same state	from other States	from abroad
2010-11	100	0	0
2011-12	100	0	0
2012-13	100	0	0
2013-14	100	0	0
2014-15	100	0	0
28	How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?		NIL
29	Student progression		
	Student progression	Against % enrolled	
	UG to PG	20	
	PG to M.Phil.	Nil	
	PG to Ph.D.	Nil	
	Ph.D. to Post-Doctoral	Nil	
	Employed		
	Campus selection	0	
	Other than campus recruitment	10	
	Entrepreneurship/ Self-employment	20	
30	Details of Infrastructural facilities		
A	Library	271 books in department library	
B	Internet facilities for Staff & Students	For staff only	
C	Class rooms with ICT facility	One Class room shared with Hindi department	
D	Laboratories	NIL	

31	Number of students receiving financial assistance from college, university, Government or other agencies			
	Type of scholarship	2012-13	2013-14	2014-15
	Higher education scholarship			
	Central Sector Scholarship			
	Minority scholarship			
32	Details on student enrichment programmes (special lectures/ workshops/ seminar) with external experts			
	Different lectures were held for students with external experts			
	Name of faculty	Designation/ college	Topic	Year
	M/s. Lissamma Abraham	Dept of Economics ,Nirmala college Muvattupuzha	Second Generation Economic Reforms	2009-10
	Mr.Sambhu Namboothiri	Dept of Economics, Sankara College , Kalady	Macro Economics	2010-11
	Dr.Georgee Neernal	Associate Professor, PG Department of Economics, Nirmala College, Muvattupuzha	Public Finance	2011-12
	Dr.Baby P.K, CUSAT	Director, Department of Student Welfare	current economic Problems of the Indian Economy	2012-13
	Prof. Tomy Varugese	Associate Professor, PG Department of Economics, UC College Alua.	financial Management	2012-13

Mr.Roshan Koshy	Cochin Centre	CADD	Employment opportunities in Interior Designing	2013-14
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- Student support programmes are conducted for weak students. Such students are given extra coaching by teaching faculty before or after regular classes.
- Walk with scholar programmes are also conducted to impart extra knowledge to students by selected faculty members.

33 Teaching methods adopted to improve student learning

- Language and communicative skills are developed with the help of interactive lecturers
- As the field of Economics is a current undertone of every event ,the students are encouraged to avail the use of Internet for understanding international events.
- The Lectures of Eminent economists, Major events in the field of Economics-e.g. Budget Presentations - are shown to the students via internet.
- Smart Classes are adopted for better visual and verbal understanding.
- Discussion sessions and debates are used for sharpening critical thinking and inculcate leadership qualities among students.
- ICT facility is used for student paper presentations.
- Test papers are conducted periodically to ensure academic progression.
- As a part of the curriculum Seminars by students are conducted which helps to overcome stage fear and improve communication skills of the students
- Academically brighter students are given more complex assignments so as to improve their competitiveness
- Bridge courses conducted for new entrants.
- Tutorial system is used to identify the students coming from

educationally, socially and economically poor backgrounds and necessary steps are taken to bring them up with other students.

- Study Group system introduced.
- Socially committed extension activities to make students more knowledgeable, socially committed value based good citizens.

34 Participation in Institutional Social Responsibility (ISR) and Extension activities

A)Extension activities

- 1.A study was conducted on the performance of KudumbaSree Scheme in Payipra Panchayath
- 2.A Study was conducted on women paid work and benefits in Vengola panchayath
3. A survey was conducted to analyses the performance of Mid-day meal programme in different schools of Rayamangalam Panchayath
- 4.A study was conducted about the migrant workers in Perumbavoor
- 5.Conducted a survey on the land utilization pattern of Mazhuvanoor Panchayath

(B)Institutional social responsibility

- Students actively participate in NSS programmes.
- Students are members of nature club, debate club, women's forum etc.
- Department has given Rs. 15,000 as medical aid to a third year student in 2014-15

35 SWOC analysis of the department and Future plans

Strength

- Add on Courses
- ICT facility for teaching learning Process
- High ratio of young faculty members
- Good Department library
- Low Staff - student ratio
- Amicable relationship with the neighboring community
- Unity among teachers

Weakness:

- Building without proper maintenance
- Infrastructure facilities without proper planning

- Diversity in student's merits
- Lack of Post Graduation and Research department

Opportunity:

- Improvement in technology for teaching and learning
- Conduct seminars and workshops.
- Consultancy services
- Placements, on the job training
- Research facilities
- Employability of students

Challenges:

- Lack of funds
- Students from poor socio economic backgrounds
- Ignorance of parents
- Increasing number of self financing colleges.

Future Plans :

- To make this a PG Department.
- A well-equipped research Centre with internet facilities for the students.

Evaluative Report of the Department of ENGLISH

1	Name of the department	:ENGLISH
2	Year of Establishment	:1999
3	Names of Programmes/Courses offered	:UG : B. A. English (Voc. Model II, Teaching
4	Names of Interdisciplinary courses and the departments/units involved	Open Course (English for Careers)
5	Annual/semester/choice based credit system (programme wise)	
CHOICE BASED CREDIT SEMESTER SYSTEM		
6	Participation of the department in the courses offered by other departments	
Our Students participate in the open courses offered by other departments		
	Name of the department	Name of the open course
	Computer Science	Internet, web design and cyber laws.
	Commerce	Fundamentals of accounting.
	Economics	Foundations of environmental Economics.
	Hindi	Film Studies
	History	Environmental History in Indian context.
	Malayalam	MadhyamaPadanam.
	Mathematics	Applicable Mathematics.
	Physical Education	Physical Health and life skills education.
	Physics	Energy and environmental studies.

Zoology	Human genetics , nutrition , community health and sanitation
Politics	Human Rights
Chemistry	Chemistry in every day life.

7	Courses in collaboration with other universities, industries, foreign institutions, etc.					NIL
8	Details of courses/programmes discontinued(if any)with reasons					NIL
9	Number of teaching posts					
	Posts	Sanctioned			Filled	
	Professors	0			0	
	AssociateProfessors	0			0	
	Asst.Professors	7			7	
10	Faculty profile with name, qualification, designation, specialization, (D.Sc./ D.Litt./ Ph.D./ M.Phil. etc.,)					
	Name	Qualificati on	Desig nation	Specializat ion	No. of Years of Experien ce	No. of Ph.D. Students guided for the last 4years
	Dr V. Jothikumari	M A,PhD	Asso . Prof essor	Eco-criticism,C omparitive Literature	30 YrsRtd -2011	NIL
	Sri. V Nandakumar	M A	Asso . Prof essor	Literary Theory	30 YrsRtd -2013	NIL
	Smt. P C. sreedevi	M A	Asso . Prof essor	Shakespear e and poetry	30 YrsRtd -2014	NIL
	Smt. Sheena	M. A.,M	Assi	Indian	10years	NIL

Kaimal N.	Phil. NET, NELTS (CIEFL) Pursuing Ph. D.	stant Prof essor (Senior Scalle)	writing in English, Post colonial literatures, feminist literary theory		
Smt. Sreelekshmi A. R.	M. A., NET	Assistant Prof essor	Dalit writing	1year	NIL
Smt. Gayathri Narayanan	M. A. , M. Phil., NET	Assistant Prof essor	Eco-critical literatures	4 months	NIL
Smt. A. N. Geetha	M.A, MPhil PGDPR&J ,BEd MPhil, Pursuing Ph. D.	Assistant Prof essor	Translation studies	19 years	NIL
Smt. P. S. Sreekala	MA,M.Phi l,B.ED Pursuing Ph. D.	Assistant Prof essor	Ecology and Literature, Linguistics	19Years	NIL
Smt. VarmaHema mabikaRavindra	M. A. B. Ed. Pursuing Ph. D.	Assistant Prof essor	Subaltern studies	19Years	NIL
V.N.Chandrika	M.A,BEd. MPhil, Pursuing Ph. D.	Assistant Prof essor	Feminist literary theory, Comparative literature	19 years	NIL
11	List of senior visiting faculty				NIL
12	Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty				NIL
13.	Student-Teacher Ratio (programme wise)				
BA English	Year		Ratio		
	2011-12		12:1		
	2012-13		13:1		

	2013-14	13:1
	2014-15	11:1
14	Number of academic support staff (technical) and administrative staff; sanctioned and filled	
15	Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.	
	Name of faculty (permanent)	Qualification
	Smt. Sheena Kaimal N.	M. A., M. Phil, Pursuing Ph. D.,NET.
	Smt. Sreelekshmi A. R.	M. A., NET
	Smt. Gayathri Narayanan	M. A., M. Phil.,NET
	Smt. A. N. Geetha	M. A., B. Ed.,M. Phil, Pursuing Ph. D
	Smt. P. S. Sreekala	M. A., B. Ed.,M. Phil, Pursuing Ph. D
	Smt. VarmaHemamabikaRavindra	M. A., B. Ed., Pursuing Ph. D.
	Smt. V. N. Chandrika	M. A., B. Ed.,M. Phil, Pursuing Ph. D
16	Number of faculty with ongoing projects from a) National b)International funding agencies and grants received	
	Name of teaching faculty/Principal investigator or	Type of project
	Topic of project	Amount sanctioned by UGC Rs-
	Funding Agency	Year
	Smt. Sheena Kaimal N.	Minor Ecology and spirituality: A Feministic approach to the plays of Rabindranath Tagore
	40,000	UGC 2014-15

Smt. A. N. Geetha	Minor	Contested Terrains: Problems and Possibilities in Subtitling Documentaries	40,000	UGC	2014-15
Smt. Sreekal a P. S.	Minor	Socio Ecological Aspects in <i>Ramayana</i>	85,000	UGC	2013-14
Smt. Varma Hemambika Raviindra	Minor	Element of the Subaltern in the writings of Mahasweta Devi	80,000	UGC	2013-14
17 Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc and total grants received Nil					
18 Research Centre/facility recognized by the University Nil					
19 Publications					
1 Number of papers published in peer reviewed journals (national/international) by faculty and students					
<p>(a) Smt. Sheena Kaimal N.</p> <ol style="list-style-type: none"> 1. Published the paper entitled “Girish Karnad’s Hayavadana: A Feminist Reading” in the book “GIRISH KARNAD : NAGAMANDALA and HAYAVADANA” ed. by Dr. Jacob George C. 2. Paper entitled <i>Ecosophical Reading of Wordsworth’s “Tintern Abbey Lines” and Coleridge’s “The Rime of the Ancient Mariner”</i>.under publication. 3. Paper entitled “<i>Alternative Feminist Modernity- A study of Kuriyedathu Thathri</i>” under publication. 4. Paper entitled “Spirituality and Higher Education : An Opening to a Balanced World View” under publication. <p>(b) Smt. Gayathri Narayanan</p> <p>Published an article titled Intricately Intertwined personal and Political in Khaled Hosseini’s <i>The Kite Runner</i> and <i>A Thousand Splendid Suns</i> in Indian Journal of Postcolonial literatures, An International Refereed Biannual Published in June and December.Vol.14.1(June 2014)</p>					

c) Smt . A. N. Geetha

1. Translation of 'Neypayasam' by Madhavikutty in Malayalam Literary Survey, Published by SahityaAcademi, 2010, April-Sept
2. Translation of a poem by Akkitham ('Mortification') in Malayalam Literary Survey Published by SahityaAcademi, 2008 April-June
3. On ' Culture and Translation' in Sadvidya published by the Dept. of Sanskrit, SreeSankara College, Kalady,2011
4. Malayalam poem titled 'Madhavimadhavam in 'Maneesha', a magazine from Thrissur
5. Malayalam poem titled 'Achanurangatte' in Pavithram
6. An English poem 'A Memoir' in Yajnopaveetham published from Trivandrum.
7. On "Rights of the Rightless Community" in Anu Books –An International Journal, Meerut,2012
8. On "Translation-Theory verses Practice" in Anu Books-An International Journal, Meerut,2013

(d) Smt. Sreekala P. S.

International

1. " PrahaladaCharitham-Value Eduction" Sadvidya,Journal of Research in Sanskrit ,Volume-v,Issue-1, December 2011 ISSN0976-3953

1. Ecological Aspects in Bhagavatham,
2. Perspectives of Religion on Environment, under publication

(e) Smt. VarmaHemambikaRavindra

1. 'Religion and Society'Sadvidya,Journal of Research in Sanskrit ,Volume-v,Issue-1, December 2011 ISSN0976-3953

(f) Smt. V N Chandrika

2 National seminar papers

1. Reflections of Vedic Vision in Raja Rao's Works,
2. Perspectives of Religion on Environment, under publication

- 2 Number of publications listed in International Database (For E.g. Web of Science, Scopus, Humanities International Complete, Dare Database-International Social Sciences Directory, EBSCO host, etc.)

3 Monographs nil

4 Chapter in Books nil

5 Books Edited nil

6 Books with ISBN/ISSN numbers with details of publishers

Name of the book	Publisher	Publishing year	ISBN
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Smt. HemambikaVarma	Reminiscences	New Vision Publishing House, North Pavaur	2014	nil
7 Citation Index, SNIP, SJR, IMPACT FACTOR, H-INDEX nil				

20	Areas of consultancy and income generated	NIL
21	Faculty as members in	
a	National committees	NIL
b	International Committees	NIL
c	Editorial Boards	NIL
2	Student projects	
2		
a	Percentage of students who have done in-house projects including interdepartmental/programme	100 %
b	Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/ Industry/ other agencies	NIL
2	Awards/Recognitions received by faculty and students	
3		
	<u>(a) Faculty</u>	
	1. Smt. Sheena Kaimal N. : B. A. Second Rank(M. G. University, Kottayam 1999), M. A. Fourth Rank(M. G. University, Kottayam 2001), University Merit Scholarship for P.G. Malayala Manorama Merit Scholarship for P. G.	
	2. Smt. Sreelekshmi A. R. : M. A. Second Rank (University of Kerala,2012),	
	<u>(b) Students</u>	

1.Midhun

- i) Mr. Ernakulam 2012 Senior Bronze 80 kg
- ii) Mr. Ernakulam 2013 Senior Bronze
- iii) 12-13 Inter club open Mr. Kerala Body Building Championship 80 kg
- iv) Mr. Ernakulam 2014 Senior gold medal 80 kg
- v) Mr. M G University 2014

2.Sethu G

- i) Mr. Idukki, Body Building 2012

24 List of eminent academicians and scientists/visitors to the department		
Sl No.	Name of the Visitor	
1	Dr. V. Nithynananda Bhatt	Director, Sukritindra Oriental Research Institute, Kochi
2	Sri. P. NaryanaKurup	Poet and Critic
3	Sri. Sashi Kumar	Director, Asian School of Journalism
4.	Sri. K. L. Mohana Varma	Novelist , Short Story Writer and Journalist
5.	Dr. P. C. MuraleeMadhavan	Dean and HOD, Department of Sanskrit Sahithya, SSUS, Kalady
6.	Dr. Sreedharan T.	Associate Professor, EFLU, Hyderabad
7.	Dr. B. Hariharan	Reader, Institute of English, Univesity of Kerala.
8.	Dr. Ramanathan P. V.	Professor, Department of English Amrita VishwaVidyapeetham, Amritapuri
9.	Dr. K. VamananNampoot	Associate Professor, P. G. Department of English

	hiri	S. D. College Alappuzha				
10.	Dr. K. M. Krishnan	Director, School of Letter, M. G. University, Kottayam				
11.	Sri. Srikumar	Indian Express, Kochi				
12	Mr. PremManasvi (PremManasvi Heinz J. Paul)	Teacher by profession German native settled in Kerala, interested in Kerala Culture.				
13	Sri. Madhu V.	AssitantProfesor, Department of English, St. Peter's College, Kolenchery				
14	Dr. Lakshmi Devi Menon,	Associate Professor, Department of English St. Teresa's College , Ernakulam				
15	Dr. Murali Krishnan	Associate professor and HOD of English, MES college, Marampilly				
25	Seminars/Conferences/Workshops organized &the source of funding UGC sponsored National Seminar on Glimpses of Vedic Vision in Indian Writing in English on the 5th and 6th of January 2011. (SEM-1052/09-10/KLM G044/UGC-SWRO dated 27/01/2010)					
26	Student profile programme/course wise					
	Name of the Course/programme BA ENGLISH					
	Applicatio ns received	Selecte d				
		Enrolled				
		*M *F				
		Pass percentage				
	2009-10	350	29	7	22	64
	2010-11	400	27	6	21	69
	2011-12	CAP	31	11	20	74
	2012-13	CAP	32	11	21	73
	2013-14	CAP	29	07	22	57
	2014-15	CAP	21	08	13	Result awaiting

*M=Male *F=Female CAP=Centralized allotment Process			
27	Diversity of Students		
	Name of the Course ENGLISH		
	% of students from the same state	% of students from other States	% of students from abroad
	2009-10	100	0
	2010-11	100	0
	2011-12	100	0
	2012-13	100	0
	2013-14	100	0
	2014-15	100	0
28	How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?		1 NET
29	Student progression		
	Student progression	Against % enrolled	
	UG to PG	2009-10	25
		2010-11	22
		2011-12	33
		2012-13	35
		2013-14	30
	PG to M.Phil.	2009-10	2
		2010-11	2
		2011-12	0
		2012-13	0
		2013-14	1

PGtoPh.D.	2009-10	1	
	2010-11	0	
	2011-12	1	
	2012-13	0	
	2013-14	1	
Ph.D.toPost-Doctoral	NIL		
Employed			
Campus selection	0		
Other than campus recruitment	75		
Entrepreneurship	nil		
Self-employment	nil		
Details of Infrastructural facilities			
30			
A	Library	300 books in department library	
B	Internet facilities for Staff & Students	For staff only	
C	Class rooms with ICT facility	One Smart room	
D	Laboratories	Language Lab	
31	Number of students receiving financial assistance from college, university, Government or other agencies		
Type of scholarship	2012-13	2013-14	2014-15
Higher education scholarship			
Central Sector Scholarship			
Minority scholarship			
32	Details on student enrichment programmes(special lectures/workshops/ seminar) with external experts		

a	Scholar Support Programme(SSP)
b	Walk With Scholar
c	Lectures by eminent experts are arranged periodically
33	Teaching methods adopted to improve student learning <ul style="list-style-type: none"> • Film adaptations of plays and novels in syllabus are shown to the students • Language and communication skills are developed with the help of language lab. • Modern teaching methods like smart class room, powerpoint presentations are adopted for teaching students.etc. • Test papers are conducted periodically • Students are encouraged to take seminars..
34	Participation in Institutional Social Responsibility (ISR) and Extension activities <ol style="list-style-type: none"> 1. Visit to several schools by the Student-Teachers for taking classes 2. Smt. P. S. Sreekala used to conduct remedial classes on the basics of English grammar for the high school students at KEM High School, Alangad, Kottapuram. 3. Smt. A. N. Geetha gave a lecture on Translation Studies to the P G. English students of Dravidian University, Kuppam. 4. Smt. A. N. Geetha also gave a talk on English Language and Communication at Space library Irinjalakkuda
35	SWOC analysis of the department and Future plans <u>Strengths</u> Excellent teacher student relationship <ul style="list-style-type: none"> • Co-operation among teachers • Enthusiastic and supportive students • Language Lab • One Smart class room • Internet facility for faculty • Academic and non-academic activities for students • Excellent department library <u>Weaknesses</u> <ul style="list-style-type: none"> • Lack of P. G. in English <u>Opportunities</u> <ul style="list-style-type: none"> • Enough job opportunities for students • Nearby Universities and Colleges for higher studies <u>Challenges</u> <ul style="list-style-type: none"> • Students from rural areas with poor financial and emotional background.

Future Plans:

- Applied for P. G. in English Language and Literature.
- Applied for B. A. English (Model I)
- To start add-on courses related to English

Evaluative Report of the Department of HINDI

1	Name of the department	:HINDI
2	Year of Establishment	:1981
3	Names of Programmes/Courses offered	:UG : BA HINDI (MODEL 1)
4	Names of Interdisciplinary courses and the departments/units involved	
	Name of the course	Departments involved
	Common Course Hindi	Physics, Chemistry, Mathematics , History, Economics , Commerce , English
	Open Course : Film Studies	Physics, Chemistry, Mathematics , History, Economics , Commerce , English, Computer Science
5	Annual/semester/choice based credit system (programme wise)	
	CHOICE BASED CREDIT SEMESTER SYSTEM	
6	Participation of the department in the courses offered by other departments	
	Our Students participate in the open courses offered by other departments	
	Name of the department	Name of the open course
	Computer Science	Internet, web design and cyber laws.
	Commerce	Fundamentals of accounting.
	Economics	Foundations of environmental Economics.
	English	English for careers
	History	Environmental History in Indian context.

Malayalam	Madhyama Padanam.
Mathematics	Applicable Mathematics.
Physical Education	Physical Health and life skills education.
Physics	Energy and environmental studies.
Zoology	Human genetics , nutrition , community health and sanitation
Politics	Human Rights
Chemistry	Chemistry in every day life.

7	Courses in collaboration with other universities, industries, foreign institutions, etc.	Nil
8	Details of courses/programmes discontinued(if any)with reasons	Nil
9	Number of teaching posts	
	Posts	Sanctioned
	Professors	0
	AssociateProfessors	0
	Asst.Professors	4
10	Faculty profile with name, qualification, designation, specialization, (D.Sc./ D.Litt./ Ph.D./ M.Phil. etc.,)	
	Name	Qualifica tion
		Designatio n
		Specializatio n
		No. of Years of Experie nce
		No. of Ph.D. Student s guided for the last 4years
Prof	N MA	Associate
		Hindi
		29 (Rtd in
		Nil

Asha Latha		Professor	Language and Literature	2011)		
Prof K T P Trivikraman Nambuthiri	MA	Associate Professor	Hindi Language and Literature	27 (Rtd in 2012)	Nil	
Dr Sreenivasan Namputhiri	MA MPhil PhD	Associate Professor	Hindi Language and Literature	31 (Rtd in 2015)	Nil	
Dr Poornima R	MA MPhil PhD	Asst Prof.	Hindi Language and Literature and Comparative Literature	3	Not yet undertaken	
Dr Remya K R	MA PhD	Asst Prof.	Hindi Language and Literature	3	Not yet undertaken	
P. Parameshwaran Namputhiri	MA	Asst Prof	Hindi Language and Literature	16		
11	List of senior visiting faculty					Nil
12	Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty					8%
1 3.	Student-Teacher Ratio (programme wise)					
BA Hindi	Year	First year	Second year	Final year	Ratio	
	2010 - 11	23	28	15	13:1	
	2011 - 12	20	23	28	14:1	

	2012 – 13	27	20	23	14:1
	2013 – 14	15	27	20	12:1
	2014 – 15	15	15	27	11:1
14	Number of academic support staff (technical) and administrative staff; sanctioned and filled				NIL
15	Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.				
	Name of faculty (permanent)		Qualification		
	Dr Poornima R		MA , M Phil , PhD		
	Dr Remya K R		MA , Ph D		
	Sri Parameswaran Nampoothiri		MA		
16	Number of faculty with ongoing projects from a) National b)International funding agencies and grants received				
	Name of teaching faculty/Principal investigator	Type of project	Topic of project	Amount sanctioned by UGC Rs-	Funding Agency Year
	Dr Poornima R	Minor	An analytical study of complete works of Poet Kedarnath Singh with special reference to Ecology	1,20,000	UGC 2014-15
	Dr Remya K R	Minor	Ecological crisis in Sanjeev's novels	1,25,000	UGC 2014-15
17	Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc and total grants received				Nil
18	Research Centre/facility recognized by the University				Nil

19 Publications	
1	Number of papers published in peer reviewed journals (national/ international) by faculty and students
2	Number of publications listed in International Database (For E.g. Web of Science, Scopus, Humanities International Complete, Dare Database-International Social Sciences Directory, EBSCO host, etc.)
3	Monographs
4	Chapter in Books
5	Books Edited
6	Books with ISBN/ISSN numbers with details of publishers
7	Citation Index, SNIP, SJR, IMPACT FACTOR, H-INDEX

Name of faculty	1	2	3	4	5	6	7
Dr Poornima R	8	Nil	Nil	Nil	Nil	Under publication	Nil
Dr Remya K R	2	Nil	Nil	Nil	Nil	Nil	Nil
Details of papers presented in seminars							
DR POORNIMA R							

- Participated and presented a paper in the UGC National Seminar at SSUS RC Ettumanoor on 18 March 2015 titled *samkaleen Hindi sameeksha aur saili vigyan*
- Participated and presented a paper in the UGC National Seminar at NSS College Pandalam on 6 February 2015 titled *Paristhitiki aur samkaleen Hindi kavitha:Kedarnath Singh ke vishesh sandarbh mein.*
- Participated and presented a paper in the UGC National Seminar at St Thomas College Pala on 30 January 2015 titled *Maile aanchal mein lokthatva.*

- Participated and presented a paper in the UGC National Seminar at SSUS Kalady on 29 January 2015 titled *Bishm sahani ki kahaniyon mein manavadhikar :Ek anatarishiti.*
- Participated and presented a paper in the International Seminar in Sanskrit at University of Kerala conducted by centre for Vedanta Studies on 22 January 2015 titled *Ecological cognizance and pollutionary prudence in Antediluvian India: An eluminical and theoretical perspective.*
- Participated and presented a paper on *Bhoomandaleekaran aur hindi cinema:dasha aur disha* in the one day seminar organized by the Department of Hindi , BMJ Government College , Chavara, Kollam on 15 January 2015
- Participated and presented a paper in the UGC National Seminar at K E College Mannanam, Kottayam on 11 November 2014 titled *Hemant Kukreti ke kavyon mein vaishveekaran :Ek vishleshan*
- Participated and presented a paper in the UGC National Seminar at SSV College Valayanchirangara on 26 September 2014 titled *Contributions of Vivekananda in the field of education.*
- Participated and presented a paper in the UGC National Seminar at Maharajas College, Ernakulam on 23 September 2014 on *Bhishm Sahni ke natakon mein manavadhikar :Ek vaichariki.*
- Participated and presented a paper in the UGC National Seminar at SSUS RC Trissur on 13 March 2014 titled *Tulsidas ke kavyom mein vigyan aur lok sanskruti.*
- Participated in the National Seminar organized by National Human Rights Commission in collaboration with CUSAT on 9-10 January 2014 on Women Empowerment, Media and Human Rights.
- Participated and presented a paper in the National Seminar at Govt College Tripunthura on 8 January 2014 titled *Chitrapat sangeeth mein stree ke badalte chehre: Ek avalokan.*
- Participated and presented a paper in the UGC National Seminar at SSUS Kalady on 18 December 2013 titled *Vaishveekrit yug mein badalte manaveey chehre : Giligadu ke vishesh sandarbh mein.*
- Participated and presented a paper in the UGC National Seminar at NSS College Changanassery on 6 September 2013 titled *Bhoomandaleekaran aur Hemant Kukreti.*
- Participated and presented a paper in the UGC National Seminar at SSUS

RC Panmana on 26 February 2013 titled *Dalit patrakaritha*.

- Participated and presented a paper in the National Seminar at Government College Tripunithura on 12 February 2013 titled *Uttaradhunik Sanchar madhyam aur anuvad*.
- Participated and presented a paper in the UGC National Seminar at CUSAT on 8 February 2013 titled *Ramkavya aur Ramvilas Sharma*.
- Participated and presented a paper in the International Seminar at St Teresas' College , Ernakulam on 4-5 February 2013 titled *Teaching of Ancient Hindi Poetry in non Hindi speaking areas :Difficulties Encountered*.
- Participated in the National Seminar at Maharajas College , Ernakulam on 23 January 2013 on Tulanatmak Sahitya .
- Participated and presented a paper in the UGC National Seminar at SSUS RC Tirur on 31 January 2013 titled *Kedarnath Singh ke kavyom mein paristhitiki ka varthaman*.
- Participated in the National Seminar by IQAC ,Newman College Thodupuzha on 29-30 October 2012 on Emerging Perspectives in Higher Educaion.
- Participated in the UGC Seminar on Music by Department of student services at SSV College Valayanchirangara on 28 September 2012 .
- Participated and presented a paper in the UGC National Seminar at CUSAT on 14-15 March 2012 titled *Parishitiki aur Kavi Kedarnath*.
- Participated and presented a paper in the UGC National Seminar at SSUS RC Panmana on 23 January 2012 titled *Kedarnath Singh ki kavitha mein paristhitiki*.
- Participated and presented a paper in the UGC National Seminar in Sanskrit at SSV College Valayanchirangara on 20 January 2012 titled *Konkani and Sanskrit : A Linguistic Study*.
- Participated and presented a paper in the UGC National Seminar at St Thomas College , Kozhencerry on 5-6 August 2011 titled *Soochana Proudyogiki aur Hindi sahitya*.
- Participated and presented a paper in the Seminar in Sanskrit on River Stotras and Suktas on 28 July 2011 titled *River stotras in Mahabharata*.
- Participated and presented a paper in the UGC National Seminar in English in SSV College Valayanchirangara on 5 January 2011 titled *Some*

aspects of ecology from Vedas and Puranas.

- Participated in the UGC National Seminar at SSV College Valayanchirangara on 22-23 October 2010 on Folk Drama : Aesthetics and Politics
- Participated and presented a paper in the UGC National Seminar at MES College Nedumkandam on 28 September 2010 titled *Soochana prougyogiki yug mein stree ka badalta chehra.*
- Participated and presented a paper in the UGC National Seminar at SSV College Valayanchirangara on 16-17 September 2010 titled *Bharateeyata, Bougoleekaran aur Hindi kavitha*
- Participated in the UGC National Seminar at SSV College Valayanchirangara on 13-14 August 2010 on State , Human Rights and the Marginalized.

20 Areas of consultancy and income generated

Conducted UGC NET Coaching classes in SSUS RC Panmana in 2012 September.

- Judge in Central Sahodaya CBSE Youth Festival 2014

Judge in CUSAT Youth Festival 2015.

21 Faculty as members in

a National committees Nil

b International Committees Nil

c Editorial Boards Nil

22 Student projects

a Percentage of students who have done in-house projects including interdepartmental/programme 100 %

b Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/ Industry/ other agencies Nil

23 Awards/Recognitions received by faculty and students

- Dr Sreenivasan Nampoothiri –Chairman, Board of Examinations MGU , Kottayam 2012-14

Prof K T P Trivikraman Nampoothiri – Member , Core Committee Board of Studies ,MGU, Kottayam

Dr Poornima R – Convenor , 126th Orientation ,Academic Staff College , Trivandrum

24 List of eminent academicians and scientists/visitors to the department

2010-2011

1	Dr Sasikala Rai	University of Pune , Pune
2	Dr Rekha Pandey	Rashtriya Sanskrit Sanstan Sringeri
3	Dr Rajan Varghese	PVC , MGU
4	Dr Vijaya Kumar	Principal, Govt College Trissur
5	Dr Sunny N M	Malabar Christian College
6	Dr N G Devaki	CUSAT
7	Dr Shanti Nair	SSUS Kalady
8	Dr Solgi Thomas	Govt College Kattapana
9	Dr Suja C	Nirmala college Muvattupuzha
10	Dr Praneetha	Maharajas College Ernakulam
11	Dr Meena K K	St Peters College Kollencherry
12	Dr Jayasree	Marthoma College Perumbavoor
13	Dr A U Varghese	Bharatmata College Trikkakkara
14	Dr Radhamoni	M A College Kothamangalam
15	Dr Sibi	M A College Kothamangalam
16	P Krishnan Kutty	St Alberts College Ernakulam
17	Usha P V	S S College Kalady
18	Dr Sindu	St Peters College Kollencherry

19	Dr Sheela P V	St Peters College Kollencherry
20	Nishi	S S College Kalady
21	Suresh	S S College Kalady
2011-2012		
1	Dr Viswanathan	HOD Nirmala College Muvattupuzha
2	Dr Suneetha Bai	CUSAT
3	Dr Jayaprabha C S	Maharajas College Ernakulam
2012-13		
1	Dr Ramani Ammal	Nirmala College Muvattupuzha
2	Dr Mini Varghese	M A College Kothamangalam
3	Dr Babu Joseph	K E College Mannanam
2013-14		
1	Dr Mohanan Pillai	M A College Kothamangalam
2	Dr Ibrahim Kutty	SSUS Kalady
3	Dr Shailaja	Maharajas College Ernakulam
2014-15		
1	Dr N G Devaki	CUSAT
2	Dr James George	HOD Nirmala College Muvattupuzha
3	Dr Ravi	HOD SSUS Kalady
25	Seminars/Conferences/Workshops organized & the source of funding	
	❖ UGC Sponsored National Seminar on Impact of Globalization on Hindi Literature Sep 16-17 /2010	
26	Student profile programme/course wise	
Name of the Course/programme BA HINDI		
	Applicatio	Selecte
	Enrolled	Pass

	ns received	d	*M	*F	percentage
2008-11	71	15	2	13	88.2
2009-12	83	28	9	19	90
2010-13	64	23	8	15	65
2011-14	CAP	20	6	14	90
2012-15	CAP	27	13	14	Result awaiting
*M=Male *F=Female CAP= Centralized allotment Process					
Diversity of Students					
27					
Name of theCourse BA HINDI					
	% of students from the same state	% of students from other States	% of students from abroad		
2010-11	100	0	NIL		
2011-12	100	0	NIL		
2012-13	96.5	3.5	NIL		
2013-14	96.5	3.5	NIL		
2014-15	96.5	3.5	NIL		
28	How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?				NIL
29	Student progression				
	Student progression	Against % enrolled			
	UG to PG	57			
	PG to M.Phil.	0			
	PG to Ph.D.	40			

Ph.D. to Post-Doctoral		NIL		
Employed				
Campus selection		20		
Other than campus recruitment		20		
Entrepreneurship		NIL		
Self-employment		50		
30	Details of Infrastructural facilities			
A	Library	575 books in department library		
B	Internet facilities for Staff & Students	For staff only		
C	Class rooms with ICT facility	One Class room shared with Economics department		
D	Laboratories	NIL		
31	Number of students receiving financial assistance from college, university, Government or other agencies			
	Type of scholarship	2012-13	2013-14	2014-15
	Higher education scholarship	4	4	Nil
	Central Sector Scholarship	4	4	4
	Minority scholarship	3	Nil	Nil
32	Details on student enrichment programmes (special lectures/ workshops/ seminar) with external experts			
	An average of three lectures per year is held for students with external experts			
	Name of faculty	Designation/ college	Topic	Date

Smt Nishi	Associate Prof , Sree Sankara College Kalady	Functional Hindi and importance of grammar	October 11,2010
Dr Sheela P V	Associate Prof , St Peters College Kollencherry	Computer Hindi and	December 9 ,2010
P Krishnan Kutty	Associate Prof ,St Albert's College, Ernakulam	Modern Hindi Poetry.	January 12, 2011
Dr Suneetha Bai	Professor CUSAT ,	Grammatical mistakes committed by South Indian Hindi students.	September 14 , 2011
Dr Viswanathan	Associate Professor Nirmala College ,Muvattupuzha	Globalization and Hindi literature.	December 11 , 2011
Dr Jayaprabha C S	Asst Prof Maharajas College, Ernakulam	Poetic legacy of Surdas and Tulsidas.	January 10 , 2012
Dr Ramani Ammal	Associate Professor Nirmala College Muvattupuzha	Importance of study of Hindi literature.	July 11, 2012
Dr Babu Joseph	Associate Professor KE College , Mannanam	Official language Hindi and its implementation.	September 14 , 2012
Dr Mini Varghese	Associate Professor MA College, Kothamangala	Rules and regulations in Journalism	January 10 , 2013

	m		
Dr Mohanan Pillai	Associate Professor MA College, Kothamangalam	Indian culture in the wake of globalization.	September 13, 2013
Dr Ibrahimkutty	Associate Professor SSUS, Kalady	Modern Poets and post modern Hindi literature.	November 5, 2013
Dr Shailaja	Asst Prof , Maharajas College Ernakulam	One act plays and its receding importance.	January 10, 2014
Dr N G Devaki	Professor, CUSAT	Computer and Hindi grammar.	September 15, 2014
Dr James George	Associate Professor Nirmala College Muvattupuzha	Human rights and Hindi literature.	October 8, 2014
Dr P Ravi	Associate Professor SSUS Kalady	Post modern drama and Hindi literature.	January 7 , 2015
<ul style="list-style-type: none"> • Student support programmes are conducted for weak students. Such students are given extra coaching by teaching faculty before or after regular classes. • Walk with scholar programmes are also conducted to impart extra knowledge to students by selected faculty members. • Communicative Hindi classes are also held to improve the communicative skills of the students. • Hindi to English and English to Hindi translation classes are held to give students career oriented training. • Essay writing, poetry writing and short story writing, extempore, debate, quiz competitions are held in a time bound manner for overall development of their academics. 			

33 Teaching methods adopted to improve student learning

- Language and communicative skills are developed with help of CDs
- Internet lessons are used to make students understand the subject in a better way.
- Smart Classes are adopted for better visual and verbal understanding.
- Power Point Presentations are used.
- Test papers are conducted periodically for better academics.
- Seminars by students are conducted to overcome stage fear and improve communication skills.
- Academically brighter students are given extra coaching to excel.
- Extra care is given to slow learners,
- Students coming from educationally, socially and economically poor backgrounds are identified in the beginning of the course.
- Necessary steps are taken to bring them up with other students.
- Group discussions are held periodically to boost the leadership quality of student community

34 Participation in Institutional Social Responsibility (ISR) and Extension activities

- Visit to schools by student teachers for taking classes in Hindi translation
- Locals are taught communicative Hindi by students.
- Students actively participate in NSS programmes.
- Students are members of nature club, debate club, women's forum etc

35 SWOC analysis of the department and Future plans**Strength**

- Academic and non academic activities for students
- Internet facility for staff
- Unity among teachers
- Academically qualified faculty
- Good communicative skills
- Conduct of regular talks by external experts.

Weakness:

- Lack of Post Graduation and Research department.
- Lack of good academic and syllabus based books.
- Lack of conveyance.
- Lack of professional development for faculty.

Opportunity:

- Good job opportunities for students
- Good institutions for higher studies
- Academic flexibility helps students to choose different fields for higher studies.
- In – house publication can be upgraded to a research journal.

Challenges:

- Lack of funds
- Students from poor economic and emotional backgrounds.
- Ignorance of parents.
- Increasing number of self financing colleges.

Future Plans :

- To make this a PG and Research Department.

- To organize good seminars both national and international.
- Student centered approach for better results.
- Socially committed extension activities to make students more knowledgeable, socially committed value based good citizens.

Evaluative Report of the Department of HISTORY

1	Name of the department	HISTORY
2	Year of Establishment	:1967
3	Names of Programmes/Courses offered	:UG : B.A History P G: M A History
4	Names of Interdisciplinary courses and the departments/units involved	
	Name of the course	Departments involved
	Open course – Environmental History in Indian context	
5	Annual/semester/choice based credit system (programme wise)	
	.	
	CHOICE BASED CREDIT SEMESTER SYSTEM	
6	Participation of the department in the courses offered by other departments	
	For subsidiary papers and open course	
	Name of the department	Name of the open course
	Computer Science	Internet, web design and cyber laws.
	Commerce	Fundamentals of accounting.
	Economics	Foundations of environmental Economics.
	English	English for careers
	Malayalam	Madhyama Padanam.
	Hindi	Filim Studies
	Physical Education	Physical Health and life skills education.
	Physics	Energy and environmental studies.
	Zoology	Human genetics , nutrition ,

						community health and sanitation
	Politics					Human Rights
	Chemistry					Chemistry in everyday life.
7	Courses in collaboration with other universities, industries, foreign institutions, etc.					NIL
8	Details of courses/programmes discontinued(if any)with reasons					NIL
9	Number of teaching posts					
	Posts			Sanctioned		Filled
	Professors			0		0
	AssociateProfessors			2		2
	Asst.Professors			6		1
10	Faculty profile with name, qualification, designation, specialization, (D.Sc./ D.Litt./ Ph.D./ M.Phil. etc.,)					
	Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4years
	Prof P G Haridas	MA MPhil	Associate Prof	Historical methodology	30(retd 2010)	Nil
	Prof S Raji	MA MPhil	Associate Prof	Research methodology	31(retd 2013)	Nil
	Prof Sharada Antharjanim	MA MPhil	Associate Prof	Ancient Kerala	29(retd 2011)	Nil
	Prof S Mohandas	MA MPhil	Associate Prof	Ancient Kerala	26(retd 2010)	Nil
	Prof Suresh Babu	MA MPhil	Associate Prof	Modern India	29 (2014)	Nil
	R. Krishnakumar	MA, M.Phil	Asso.Prof	Modern India	30	Nil
	T. Harilal	MA	Asso. Prof	Ancient India	30	Nil

Thanooja devi P.K	MA,M. Phil	Asst Prof	Gender Studies	19	Nil
Smitha.K.N	MA, B.Ed	Guest Lecturer	Kerala History	4	Nil
K.N.Sreeja	MA, B.Ed	Guest Lecturer	Medieval India	3	Nil
Ranju.C	MA, B.Ed	Guest Lecturer	Historiography	2	Nil
Anusree.P.A	MA	Guest Lecturer	Modern India	1	Nil
11	List of senior visiting faculty				NIL
12	Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty				50
13	Student-Teacher Ratio (programme wise)		B A History 22:1 M A History 5:1		
14	Number of academic support staff (technical) and administrative staff; sanctioned and filled				NIL
15	Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.				
	M Phil				2
	Ph D Scholars				3
16	Number of faculty with ongoing projects from a) National b)International funding agencies and grants received				
	Faculty	Funding agency	Title of the Project	Grants Received	
	R.Krishna Kumar	UGC	C.P.Ramaswami Iyer	80,000/-	
	T.Harilal	UGC	Growth and decline of Alleppy as a sea port	80,000	
17	Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc and total grants received				NIL
18	Research Centre/facility recognized by the University				NIL
19	Publications				

1	Number of papers published in peer reviewed journals (national/international) by faculty and students	
	<p>1. T.Harilal</p> <p>a. Published an article on the contemporary relevance of “Sankara philosophy” in ‘Pavithram’, monthly issued by Yogakshema sabha</p> <p>b. A study on “ Culture and civilization” was also published in the same magazine.</p> <p>c. “ History from bottom”, a paper was presented in UGC sponsored National Seminar, and published it in the seminar proceedings.</p> <p>d. Another article in the name “ Chila kavya shastra chinthakal” , a study on Indian poetic tradition was published as a series in Kshetra Sakthi magazine.</p> <p>2. Thanooja Devi P.K</p> <p>a. A paper on “Child labour in India”, was presented in UGC sponsored National Seminar and later it was published in Sankara samskarika padanakendram review.</p> <p>b. As a part of Gender studies a paper was presented in a UGC sponsored National Seminar and published it in the seminar proceedings.</p> <p>c. A paper on ‘Vivekananda’s vision on Education’ was under publication</p>	
2	Number of publications listed in International Database (For E.g. Web of Science, Scopus, Humanities International Complete, Dare Database-International Social Sciences Directory, EBSCO host, etc.)	NIL
3	Monographs	NIL
4	Chapter in Books	NIL
5	Books Edited	NIL
6	Books with ISBN/ISSN numbers with details of publishers	NIL
7	Citation Index, SNIP, SJR, IMPACT FACTOR, H-INDEX	NIL
20	Areas of consultancy and income generated	NIL
21	Faculty as members in	
	a National committees	Nil
	b International Committees	Nil
	c Editorial Boards	Nil

22	Student projects	
a	Percentage of students who have done in-house projects including interdepartmental/programme	100 %
b	Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/ Industry/ other agencies	NIL
23	Awards/Recognitions received by faculty and students	Nil
24	List of eminent academicians and scientists/visitors to the department	
	Sl. No.	Name of Visitors
	1	Dr. M.G.S Narayanan- Eminent historian and former director of Archaeological Museum and study centre Thrippunithura
	2	Dr. M.R.Raghava Warriar- Historian and Epigraphist
	3	Dr. Kesavan Veluthattu- Historian and former HOD, Department of History Mangalore University.
	4	Dr. K.N.Ganesh- Historian and eminent scholar
	5	Dr. K.N Kuruppu- Historian and former Vice-chancellor, SSUS Kalady.
	6	Dr. P.Narayanan- Former HOD, SD College, Alappuzha. A visiting faculty at Simla University.
	7	Dr. Rajan Gurukkal- Formerly Vice Chancellor and Director of School of Social Sciences, MGU Kottayam
	8	Dr. P.J Cheriyan- Director of Pattanam Excavation and former director of KCHR
	9	Sri. P.Govinda Pillai- Scholar, social activist and writer.
	10	Dr. P.G. Haridas- Former Principal, social activist and the state secretary of ‘ Thapasya’ – A cultural forum.
	11	Margi Madhu- Folklore scholar and Koodiyattam specialist.
	12	Dr. Venugopal B. Menon- Historian and educationalist
25	Seminars/Conferences/Workshops organized &the source of funding Conducted UGC sponsored National Seminar on “ State-Human Rights and the Marginalised”	
26	Student profile programme/course wise	
	Applica	Selected
	Enrolled	Pass

		Admissions received		*M	*F	percentage
B A History	2008-11	96	43	24	19	75
	2009-12	101	28	13	15	98
	2010-13	CAP	38	19	19	87
	2011-14	CAP	32	15	17	89
	2012-15	CAP	40	23	17	Not yet published
	PG 2010-11	47	15	4	11	85
M A History	PG 2011-12	38	11	3	8	80
	PG 2012-13	47	14	1	13	84
	PG 2013-14	56	19	5	14	68
	PG 2014-15	52	18	4	14	Not yet published
	*M=Male *F=Female CAP= Centralized allotment Process					
27	Diversity of Students					
Name of the Course B A History						
		% of students from the same state		% of students from other States		% of students from abroad
	2010-11	100		0		0
	2011-12	100		0		0
	2012-13	100		0		0
	2013-14	100		0		0
	2014-15	100		0		0
28	How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?					

Anusree P A Qualified NET December 2013**Student progression****29****Student progression****Against % enrolled**

UG to PG

25

PG to M.Phil.

5

PG to Ph.D.

2

Ph.D. to Post-Doctoral

Employed

Campus selection

3-5

Other than campus
recruitment

35-45

Entrepreneurship/
Self-employment

50-62

Details of Infrastructural facilities

30

A Library

500 books in department library

B Internet facilities for Staff
& Students

For staff only

C Class rooms with ICT
facilityOne Class room shared with
Mathematics department

D Laboratories

NIL

Other details of infrastructural facilities

- Well maintained class rooms
- “ Heritage Museum”- History Archaeological museum
- Internet facility with computer and printer

31Number of students receiving financial assistance from college,
university, Government or other agencies

Single girl scholarship-1

KPCR – all financially backward students.

Endowments, scholarships and prizes instituted by retired staff and other well-wishers for the benefit of the students (Details attached

32 Details on student enrichment programmes (special lectures/workshops/ seminar) with external experts

Different lectures is held for students with external experts			
Sl. No	Event	Resource Person	Date
1	UGC sponsored National Seminar- 'State: Human Rights and the marginalized'		13,14,15, August 2010
2	Workshop on "Environmental history in Indian context"	. Dr. Sebastian Joseph UC College Aluva	15-06-2011
3	Workshop on "History of folk lore in India"	Prof. Anoop.V department of Malayalam S.S.V.College	09-12-2012
4	Talk- 150th anniversary of Swami Vivekananda	Inaugurated by the Manager	24-07-2013

33 Teaching methods adopted to improve student learning

- Tutorial system
- Smart classes
- Remedial classes for backward students
- Special coaching for the weak students
- Assessing students through internal evaluations
 - Conducting classes based on semester plan and department academic calendar.
- Periodical test papers
- Reviews based on results
- Test papers, seminars, etc... as a method of correction
 - Teachers are constantly attending seminars, workshops etc... to gather new ideas

34 Participation in Institutional Social Responsibility (ISR) and Extension activities

- **2010-11**-The department along with our post graduate students excavated a Nannangadi along with few remains of megalithic Iron implements from a nearby site- Irapuram- *"the place name literally*

denotes the presence of iron ores’.

- **2013-14-** As part of the extension activity the department organized an exhibition at Mannam L.P School Valayanchirangara by using the museum collections on March Date 2014.
- **2014-15- February-** The department conducted a college level exhibition

35 SWOC analysis of the department and Future plans

Strength

- Cordial student teacher relationship
- An effective tutorial system
- Identification of talented students
- Necessary help to weak students
- Personal counseling as a corrective step
- Regular PTA meetings
- Role of History alumni association
- Active functioning of history association aimed at the overall development of students
- Periodical assessments of students performances
- A well- maintained History Museum
- Special opportunities to advanced learners
- Teaching based on academic calendar
- Constant participation of teachers in Seminars, workshops etc...
- Internet facility
- Department library
- Smart class room
- Publication of manuscript magazine

Weakness

- Lack of proper electrification facilities
- Tutors are not getting enough chances to discuss issues related to their students.
- Lack of PhD holders in the Department

Opportunities

- Transformation of Department as a Research centre
- Our academic facilities are made available to nearby school students and others.
- Proper assessment of students through various evaluative methods.

Threats

- Lack of permanant staff
- Lack of opportunities to the students to establish their talents in extracurricular activities

FUTURE PLANS

- To make this a research department
- To conduct many extension activities

Evaluative Report of the Department of MATHEMATICS

1	Name of the department	MATHEMATICS
2	Year of Establishment	:1980
3	Names of Programmes/Courses offered	:UG : B.Sc MATHEMATICS Model 1
4	Names of Interdisciplinary courses and the departments/units involved	
	Name of the course	Departments involved
	Complementary Course Mathematics	Physics, Chemistry, Computer Science
	Open Course : Applicable Mathematics	Physics, Chemistry, History, Hindi, Economics , Commerce , English, Computer Science
5	Annual/semester/choice based credit system (programme wise)	
	.	
	CHOICE BASED CREDIT SEMESTER SYSTEM	
6	Participation of the department in the courses offered by other departments	
	Name of the department	Name of the open course
	Computer Science	Internet, web design and cyber laws.
	Commerce	Fundamentals of accounting.
	Economics	Foundations of environmental Economics.
	English	English for careers
	History	Environmental History in Indian context.
	Malayalam	Madhyama Padanam.
	Hindi	Filim Studies
	Physical Education	Physical Health and life skills education.
	Physics	Energy and environmental studies.

	Zoology	Human genetics , nutrition , community health and sanitation				
	Politics	Human Rights				
	Chemistry	Chemistry in everyday life.				
7	Courses in collaboration with other universities, industries, foreign institutions, etc.				NIL	
8	Details of courses/programmes discontinued(if any)with reasons				NIL	
9	Number of teaching posts					
	Posts	Sanctioned		Filled		
	Professors	0		0		
	AssociateProfessors	1		1		
	Asst.Professors	3		2		
10	Faculty profile with name, qualification, designation, specialization, (D.Sc./ D.Litt./ Ph.D./ M.Phil. etc.,)					
	Name	Qualificati on	Designatio n	Specializati on	No. of Years of Experien ce	No. of Ph.D. Student s guided for the last 4years
	A.K Narayanan Namboothiri	M.Sc.	Associate Professor	Mathematics and its Application	32 (Rtd in 2013)	NIL
	Dr, Nirmala Ganesh	M.Sc. PhD	Associate Professor	Fluid Dynamics	31 (Rtd in 2013)	NIL
	Prof. P.V. Letha	M.Sc.	Associate Professor	Statistics and its Application	25	NIL
	Sri. Jebin	M.Sc.	Asst Prof.	Mathematic	4	NIL

Jacob	B.Ed.		s and its Application		
Smt. Remya Radhakrishnan	M.Sc.	Asst Prof.	Mathematics and its Application	2	NIL
Smt.Soumya M Mohan	M.Sc.	Guest Lecturer	Mathematics and its Application	1	NIL
11	List of senior visiting faculty				NIL
12	Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty				32%
13.	Student-Teacher Ratio (programme wise)				
B.Sc Mathematics	Year	First year	Second year	Final year	Ratio
	2010- 11	16	22	18	14:1
	2011 – 12	13	15	22	12:1
	2012 – 13	18	12	15	11:1
	2013 – 14	24	17	13	13:1
	2014 – 15	21	23	17	15:1
14	Number of academic support staff (technical) and administrative staff; sanctioned and filled				NIL
15	Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.				
	Name of faculty (permanent)		Qualification		
	Prof. P. V Letha		M.Sc.		
	Mr. Jebin Jacob		M.Sc. , B.Ed.		
	Smt. Remya Rdhakrishnan		M.Sc.		
16	Number of faculty with ongoing projects from a) National b)International funding agencies and grants received				NIL

17	Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc and total grants received	NIL
18	Research Centre/facility recognized by the University	NIL
19	Publications	NIL
1	Number of papers published in peer reviewed journals (national/ international) by faculty and students	NIL
2	Number of publications listed in International Database (For E.g. Web of Science, Scopus, Humanities International Complete, Dare Database-International Social Sciences Directory, EBSCO host, etc.)	NIL
3	Monographs	NIL
4	Chapter in Books	NIL
5	Books Edited	NIL
6	Books with ISBN/ISSN numbers with details of publishers	NIL
7	Citation Index, SNIP, SJR, IMPACT FACTOR, H-INDEX	NIL
20	Areas of consultancy and income generated	NIL
21	Faculty as members in	
a	National committees	Nil
b	International Committees	Nil
c	Editorial Boards	Nil
22	Student projects	
a	Percentage of students who have done in-house projects including interdepartmental/ programme	100 %
b	Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/ Industry/ other agencies	NIL
23	Awards/Recognitions received by faculty and students	NIL
24	List of eminent academicians and scientists/visitors to the department	

2010-2011		
1	Dr. Sunny Kuriakkose	Principal,BPC College, Piravom
2	Dr. Lissy Cheriyan	Marthoma College, Perumbavoor
2011-2012		
1	K.O. Peter	HOD Bharath Matha College Thrikkakara
2	Dr. Rajesh Thumbakara	M A College, Kothamangalam
2012-13		
1	Saji Joseph	Nirmala College, Muvattupuzha
2	Dr. Aparana Lakshmanan	St. Xaviers College , Aluva
3	Dr. K P Jose	St. Peeters College, Kolenchery
2013-14		
1	Dr.N.Sreedhar	Dr.N.Sreedhar
2	Dr. Sunny Kuriakkose	Principal,BPC College, Piravom
3	Pankaj Kumar	FISAT Angamally
4	Dr.Annie Varghese	St. Peters College, Kolenchery.
5	Dr. Aparana Lakshmanan	St. Xaviers College , Aluva
2014-15		
1	Prof. Sony Sebastian T	HOD, Nirmala College, Muvattupuzha
2	Mr. Pratheesh Abraham	U. C College, Aluva
3	Mrs. Sreeja Mol P R	S.N.M. College, Maliankara
25	Seminars/Conferences/Workshops organized &the source of funding	
	❖ UGC Sponsored National Seminar on Discrete Mathematics And Its Application on 13-14, Marh 2014	
26	Student profile programme/course wise	

Name of the Course/programme B Sc Mathematics					
	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
2008-11	32	17	3	14	65
2009-12	45	22	10	12	60
2010-13	CAP	15	4	11	78
2011-14	CAP	13	4	9	85
2012-15	CAP	17	6	11	Result awaiting
*M=Male *F=Female CAP= Centralized allotment Process					
Diversity of Students					
27					
Name of the Course B Sc Mathematics					
	% of students from the same state		% of students from other States		% of students from abroad
2010-11	100		0		0
2011-12	100		0		0
2012-13	100		0		0
2013-14	100		0		0
2014-15	100		0		0
28	How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?				NIL
29	Student progression				
Student progression		Against % enrolled			
UG to PG		80			
PG to M.Phil.					

	PG to Ph.D.	10		
	Ph.D. to Post-Doctoral			
	Employed			
	Campus selection	15		
	Other than campus recruitment	20		
	Entrepreneurship/ Self-employment	45		
30	Details of Infrastructural facilities			
A	Library	240 books in department library		
B	Internet facilities for Staff & Students	For staff only		
C	Class rooms with ICT facility	One Class room shared with History department		
D	Laboratories	NIL		
31	Number of students receiving financial assistance from college, university, Government or other agencies			
	Type of scholarship	2012-13	2013-14	2014-15
	Higher education scholarship	4	4	Nil
	Central Sector Scholarship	4	4	4
	Minority scholarship	3	Nil	Nil
32	Details on student enrichment programmes (special lectures/ workshops/ seminar) with external experts			
	Different lectures is held for students with external experts			
	Name of faculty	Designation/ college	Topic	Date
	Dr. Lissy Cheriyan	Associate Prof Marthoma College,	Application of Mathematics in day to day life	July-26,2010

Perunbavoor					
Dr. Sunny Kuriakkose	Principal BPC College Piravom		General Mathematics		February-25,2011
Prof. Saji Joseph	Nirmala College Muvattupuzha		General Mathematics based on Competitive Exam		July -28,2011
Dr. Aparna Lakshmanan	St. Xaviers College, Aluva		Graph Theory		September-27,2012
Dr. Rajesh Thumbakkara	MA College, Kathamangalam		.Cryptography and its application		July -23, 2013
Dr. Sunny Kuriakkose	Principal BPC College Piravom		Discrete mathematics		March-13 2014
Dr.N.Sreedhar	Dr.N.Sreedhar		Application of Discrete mathematics.		March-13 2014
Dr. Aparna Lakshmanan	St. Xaviers College, Aluva		Graph Coloring.		March-13 2014
Dr.Annie Varghese	St. Peters College, Kolenchery.		Fuzzy Mathematics		March-14,2014
Pankaj Kumar	FISAT Angamally		Application of Discrete mathematics in Computer Science		March-14,2014
Prof. Sony Sebastian T	HOD, Nirmala College, Muvattupuzha		Contributions of Ramanujan mathematics		September-17,2014
<ul style="list-style-type: none"> • Student support programmes are conducted for weak students. Such students are given extra coaching by teaching faculty before or after regular classes. • Walk with scholar programmes are also conducted to impart extra knowledge to students by selected faculty members. 					

- Essay writing, poetry writing and short story writing, extempore, debate, quiz competitions are held in a time bound manner for overall development of their academics.

33 Teaching methods adopted to improve student learning

- Language and communicative skills are developed with help of CDs
- Internet lessons are used to make students understand the subject in a better way.
- Smart Classes are adopted for better visual and verbal understanding.
- Power Point Presentations are used.
- Test papers are conducted periodically for better academics.
- Seminars by students are conducted to overcome stage fear and improve communication skills.
- Academically brighter students are given extra coaching to excel.
- Extra care is given to slow learners,
- Students coming from educationally, socially and economically poor backgrounds are identified in the beginning of the course.
- Necessary steps are taken to bring them up with other students.
- Group discussions are held periodically to boost the leadership quality of student community
-

34 Participation in Institutional Social Responsibility (ISR) and Extension activities

- Students actively participate in NSS programmes.
- Students are members of nature club, debate club, women's forum etc.

35 SWOC analysis of the department and Future plans

Strength

- Excellent teacher student relationship
- Academic and non academic activities for students
- Internet facility for staff

- Unity among teachers
- Academically qualified faculty
- Conduct of regular talks by external experts.

Weakness:

- Lack of Post Graduation and Research Centre
- Lack of conveyance.
- Lack of professional development for faculty.

Opportunity:

- Good job opportunities for students
- Good institutions for higher studies
- Academic flexibility helps students to choose different fields for higher studies.
- In – house publication of research journal.

Challenges:

- Lack of funds
- Students from poor economic and emotional backgrounds.
- Ignorance of parents.
- Increasing number of self financing colleges.

Future Plans :

- To make this a PG and Research Department.
- To organize seminars both national and international.
- Student centered approach for better results.
- Socially committed extension activities.

Evaluative Report of the Department of PHYSICS

1	Name of the department	: PHYSICS
2	Year of Establishment	:1968
3	Names of Programmes/Courses offered	:UG : B Sc Physics
4	Names of Interdisciplinary courses and the departments/units involved	NIL
5	Annual/semester/choice based credit system (programme wise)	.
CHOICE BASED CREDIT SEMESTER SYSTEM		
6	Participation of the department in the courses offered by other departments	
	Our Students participate in the open courses offered by other departments	
	Name of the department	Name of the open course
	Computer Science	Internet, web design and cyber laws.
	Commerce	Fundamentals of accounting.
	Economics	Foundations of environmental Economics.
	Hindi	Film Studies
	History	Environmental History in Indian context.
	Malayalam	MadhyamaPadanam.
	Mathematics	Applicable Mathematics.
	Physical Education	Physical Health and life skills education.
	Zoology	Human genetics , nutrition , community health and sanitation
	Politics	Human Rights
	Chemistry	Chemistry in every day life.
	Add on courses offered by other departments	

Certificate course in information Technology				Offered by Computer science Department		
7	Courses in collaboration with other universities, industries, foreign institutions, etc.				NIL	
8	Details of courses/programmes discontinued(if any)with reasons				NIL	
9	Number of teaching posts					
	Posts		Sanctioned		Filled	
	Professors		0		0	
	AssociateProfessors		1		1	
	Assistant Professors		3		2	
10	Faculty profile with name, qualification, designation, specialization, (D.Sc./ D.Litt./ Ph.D./ M.Phil. etc.,)					
	Name	Qualificat ion	Designation	Specializati on	No. of Years of Experie nce	No. of Ph.D. Students guided for the last 4years
	K R Varghese	M. Sc.	Associa te Profess or	Electron ics	30 (Rtd 2011)	NIL
	Indiramony P	M. Sc. , B. Ed.	Associa te Profess or	Electron ics	33 (Rtd 2015)	NIL
	M.P. Vasudevan Nambuthiri	M. Sc. M. Phil.	Associa te Profess or	Electron ics	30	NIL
	V.M James	M. Sc, B. Ed.	Assista nt Profess or	Electron ics	19	NIL
	K.R Bindu	M. Sc, B. Ed.	Assista nt	Nuclear Physics	19	NIL

Profess or		
11	List of senior visiting faculty	NIL
12	Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty	0
13	Student-Teacher Ratio (programme wise)	5:1
14	Number of academic support staff (technical) and administrative staff; sanctioned and filled	
		Sanctioned Filled
	Technical	1 1
	Administrative	3 2
15	Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.	
	M Phil	1
	P G	3
16	Number of faculty with ongoing projects from a) National b)International funding agencies and grants received	1
	Name of teaching faculty/Principal investigator	Type / Funding Agency
	Bindu KR	Minor/ UGC
1	Topic of project	Amount sanctioned by UGC Rs- Year
	Preparation & Characterization Of Nanophosphors	104000 2014
18	Research Centre/facility recognized by the University	NIL
19	Publications	
		4
1	Number of papers published in peer reviewed journals (national/ international)	

	by faculty and students	
2	Number of publications listed in International Database (For E.g. Web of Science, Scopus, Humanities International Complete, Dare Database-International Social Sciences Directory, EBSCO host, etc.)	NIL
3	Monographs	NIL
4	Chapter in Books	NIL
5	Books Edited	NIL
6	Books with ISBN/ISSN numbers with details of publishers	NIL
7	Citation Index, SNIP, SJR, <u>IMPACT FACTOR</u> , H-INDEX	1.7
20	Areas of consultancy and income generated	NIL
21	Faculty as members in	
a	National committees	Nil
b	International Committees	Nil
c	Editorial Boards	Nil
22	Student projects	
a	Percentage of students who have done in-house projects including interdepartmental/ programme	100 %
b	Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/ Industry/ other agencies	NIL
23	Awards/Recognitions received by faculty and students	NIL
24	List of eminent academicians and scientists/visitors to the department	

2009-10	Prof.PS Sobhan, Maharaja's College, Ernakulam					
2010-11	Dr. M R Anantharaman, Professor of Physics, CUSAT, Cochin					
2011-12	Dr. Shaji N, Maharaja's College, Ernakulam					
2012-13	Prof.P.R.Raghavan,Rted.HOD of Physics,SSV College					
2013-14	<ol style="list-style-type: none"> 1. Dr. M R Anantharaman, Professor of Physics, CUSAT, Cochin 2. Dr.V P N Nampoothiri,Professor,School of Photonics,CUSAT,Cochin 3. Dr.T N Narayanan, Scientist, Tata Institute of Fundamental Research, Hyderabad. 4. Dr.Swapna S Nair,Assistant Professor,Central University of Kerala, Kasargodu 5. Dr.Thomas Varghese,Professor of Physics,Nirmala College ,Moovattupuzha 					
2014-15	<ol style="list-style-type: none"> 1.Prof P S Shobhan,Rtd.Professor,Maharaja's College, Ernakulam 2.Dr.L R Ananthakrishnan,Former HOD of Physics, St.Paul's College, Kalamassery, Cochin 					
25	Seminars/Conferences/ Workshops organized &the source of funding	UGC sponsored National Seminar on Frontiers of Nanotechnology on 6th and 7th of March 2014. (SEM-1052/09-10/KLM G044/UGC-SWRO dated 27/01/2010) GC				
26	Student profile programme/course wise					
Name of the Course/programme : B Sc Physics						
		Applications received	Selected	Enrolled		Pass percentage
				*M	*F	
	2008-11	75	18	10	8	68
	2009-12	67	16	9	7	93
	2010-13	81	14	7	7	88

2011-14	88	14	9	5	93
2012-15	73	12	7	5	Result awaiting
*M=Male *F=Female CAP= Centralized allotment Process					
Diversity of Students					
27	Name of the Course B Sc Physics				
	% of students from the same state	% of students from other States	% of students from abroad		
2010-11	100	0	0		
2011-12	100	0	0		
2012-13	100	0	0		
2013-14	100	0	0		
2014-15	100	0	0		
28	How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?				NIL
29	Student progression				
	Student progression	Against % enrolled			
	UG to PG	50			
	PG to M.Phil.	1			
	PG to Ph.D.	1			
	Ph.D. to Post-Doctoral	NIL			
	Employed				
	Campus selection	5			
	Other than campus recruitment	65			

	Entrepreneurship/ employment	Self-	30
30	Details of Infrastructural facilities		
A	Library	Department library	
B	Internet facilities for Staff & Students	YES	
C	Class rooms with ICT facility	YES	
D	Laboratories	2	
31	Number of students receiving financial assistance from college, university, Government or other agencies		
	Type of scholarship	2012- 13	2013-14 2014-15
	Government and PTA	12	11 14
32	Details on student enrichment programmes (special lectures/ workshops/ seminar) with external experts		yes
33	Teaching methods adopted to improve student learning		
	<ul style="list-style-type: none"> • Special Classes • test papers • interactive classes • Science Quiz, Reverse Quiz • ICT Tools like smart class room, use of internet. 		
34	Participation in Institutional Social Responsibility (ISR) and Extension activities		
	<ul style="list-style-type: none"> • Active participation in Programmes organized by NSS, Physics Association ,and Science forum • Interactive classes and workshops for L P,U P ,High School and Higher Secondary Students. 		

35 SWOC analysis of the department and Future plans**Strength**

- Well equipped and well maintained Physics laboratories
- Computer lab with Printer and Internet Connectivity.
- Bridge Courses for beginners.

Weakness:

- Lack of a store room.

Opportunity:

- Starting of PG Course and Research Centre in Physics

Challenges:

- Admitting students with proper scientific temper and attitude.

Future Plans

- Add on courses
- Laboratory Equipment maintenance course.
- Energy and Science Park.
- Energy audit of our College and a Gram panchayath ward

Evaluative Report of the Department of BIO SCIENCE

1	Name of the department		:BIOSCIENCES			
2	Year of Establishment		:2004			
3	Names of Programmes/Courses offered		:P G			
4	Names of Interdisciplinary courses and the departments/units involved		NIL			
5	Annual/semester/choice based credit system (programme wise)		SEMESTER SYSTEM			
6	Participation of the department in the courses offered by other departments		NIL			
7	Courses in collaboration with other universities, industries, foreign institutions, etc.		NIL			
8	Details of courses/programmes discontinued(if any)with reasons		M Sc Biotechnology – (Discontinued due to decrease in number of students)			
9	Number of teaching posts					
	Posts		Sanctioned		Filled	
	Professors		0		0	
	Associate Professors		1		1	
	Asst. Professors		3		2	
10	Faculty profile with name, qualification, designation, specialization, (D.Sc./ D.Litt./ Ph.D./ M.Phil. etc.,)					
	Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4years
	Nisha.P	M Sc, M.Phil	Asst. Prof.	Microbiology	12yr	Nil
	Deepa	MSc	Asst.	Biochemistry	13yr	Nil

Lakshmi K		Prof.			
Nayana M	MSc	Asst. Prof.	Biochemistry	1 yr 6 months	Nil
Priya Prakash	MSc	Asst. Prof.	Biotechnolog y	1 yr	Nil
11	List of senior visiting faculty				NIL
12	Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty				0%
13.	Student-Teacher Ratio (programme wise)				
	Year	First Year	Second Year	Total	Ratio
	2010-11	3	5	8	2:1
	2011-12	2	3	5	1:1
	2012-13	2	2	4	1:1
	2013-14	13	2	15	3:1
	2014-15	2	13	15	3:1
14	Number of academic support staff (technical) and administrative staff; sanctioned and filled				1
15	Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.				
	M Phil				1
	P G				3
16	Number of faculty with ongoing projects from a) National b)International funding agencies and grants received				NIL
17	Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc and total grants received				NIL
18	Research Centre/facility recognized by the University				NIL
19	Publications				NIL
1	Number of papers published in peer reviewed journals (national/ international) by faculty and students				

2	Number of publications listed in International Database (For E.g. Web of Science, Scopus, Humanities International Complete, Dare Database-International Social Sciences Directory, EBSCO host, etc.)	NIL
3	Monographs	NIL
4	Chapter in Books	NIL
5	Books Edited	NIL
6	Books with ISBN/ISSN numbers with details of publishers	NIL
7	Citation Index, SNIP, SJR, IMPACT FACTOR, H-INDEX	NIL
	Publication per faculty	
	Nisha.P	10 papers
	Deepa Lakshmi K	1 paper
	Nayana M	4 papers
	Priya Prakash	1 poster
	Details of Publication	
	NISHA.P	
	1)“Degradation studies on Diesel Oil using bacterial consortium isolated from oil polluted soil”. Nisha.P ,Nayana.M and Viji Varghese.- Advanced Biotech Journal Vol 8, Issue 02/August 2013.	
	2) Lipase production at different bio parameters using <i>Micrococcus roseus</i> isolated from Vembanattu lake. Nisha.P ,Nayana.M ,Viji Varghese,Deepa Lakshmi.K,and Deepthi .M.D. International Journal of Advance Life Science .November-2013.	
	3)“Isolation and Characterization of Biofilm Producing Bacteria from Arabian Sea.” Nisha.P and M. Thangavel.Research Journal of Recent Sciences.Vol. 3(ISC-2013), 132-136 .2014.	
	4)“Production of lipase from <i>Micrococcus flavus</i> and influence of bioparameters” Nisha.P ,Nayana.M ,ArdraAsokan .IOSR Journal of Pharmacy and Biological Sciences. Volume 9, Issue 2 Ver. III (Mar-Apr. 2014) , PP 67-72.	
	5)“Production of Cellulase from <i>Micrococcus sp</i> and effect of growth parameters” Nisha.P ,Anitmol Das , Saritha. K.V .International Journal of Pharma Research and Health .Sciences.2 (3).2014.	

6)'Isolation and characterization of exopolysaccharide from biofilm producing marine bacteria '**Nisha .P** and M.Thangavel.World Journal of Pharmaceutical Sciences.2014.2(8).P.846-853.

7)"Isolation of Amylase producing Bacteria and optimization of Growth Conditions" Nayana.M,**Nisha,P** and Ardra Asokan."European Journal of Molecular Biology and Biochemistry.1(3).2014.96-101.

8)Isolation And Characterization Of Biofilm Producing Bacteria From Periyar River, Kerala Nisha. P., Saritha. K.V. and Anitmol Das *Journal of Aquatic Biology and Fisheries Vol. 2/2014/ pp. 410 to 416*

9)"Cellulase Production Optimization using Cellulolytic Bacteria".International Journal of Pharmaceutical, Chemical and Biological Sciences.2014.5(1).262-266.

10) " Invitro Antioxidant Activity of *Saraca indica* Methanolic Bark Extract"

Ardra Asokan, M.Thangavel and P.Nisha..International Journal of Current Microbiology and Applied Sciences. Volume 4 Number 3 (2015) pp. 515-520

DEEPALAKSHMY.K

" Lipase production at different bio parameters using *Micrococcus roseus* isolated from Vembanattu lake. **Nisha.P**,Nayana.M ,Viji Varghese,Deepa Lakshmi.K,and Deepthi .M.D. International Journal of Advance Life Science .November-2013.

NAYANA.M

1)"Degradation studies on Diesel Oil using bacterial consortium isolated from oil polluted soil". **Nisha.P**,Nayana.M and Viji Varghese.- Advanced Biotech Journal Vol 8, Issue 02/August 2013.

2) " Lipase production at different bio parameters using *Micrococcus roseus* isolated from Vembanattu lake. **Nisha.P**,Nayana.M ,Viji Varghese,Deepa Lakshmi.K,and Deepthi .M.D. International Journal of Advance Life Science .November-2013.

3)4)"Production of lipase from *Micrococcus flavus* and influence of bioparameters" **Nisha.P** ,Nayana.M ,Ardrasokan .IOSR Journal of Pharmacy and Biological Sciences. Volume 9, Issue 2 Ver. III (Mar-Apr. 2014) , PP 67-72.

4)'Isolation and characterization of exopolysaccharide from biofilm producing marine bacteria '**Nisha .P** and M.Thangavel.World Journal of Pharmaceutical Sciences.2014.2(8).P.846-853.

5)"Isolation of Amylase producing Bacteria and optimization of Growth Conditions" Nayana.M,**Nisha,P** and Ardra Asokan."European Journal of Molecular Biology and Biochemistry.1(3).2014.96-101

21	Faculty as members in					
	a	National committees		Nil		
	b	International Committees		Nil		
22	Student projects					
	a	Percentage of students who have done in-house projects including interdepartmental/programme			62%	
	b	Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/ Industry/ other agencies			32%	
23	Awards/Recognitions received by faculty and students					
	MSc final year students won third prize in Science Quiz conducted by Dept.of Biotechnology ,CUSAT on 24 .2.15					
24	List of eminent academicians and scientists/visitors to the department				NIL	
25	Seminars/Conferences/Workshops organized &the source of funding				NIL	
26	Student profile programme/course wise					
	Name of the Course/programme M.Sc Biochemistry					
		Applications received	Selected	Enrolled		Pass percentage
				*M	*F	
	2008-11	18	16		16	100
	2009-12	15	14	4	10	80
	2010-13	10	8	3	5	62
	2011-14	10	5	-	5	80
	2012-15	18	13	1	12	Result awaiting
	*M=Male *F=Female					
27	Diversity of Students					
	Name of the Course M.Sc Biochemistry					

	% of students from the same state	% of students from other States	% of students from abroad
	100	0	0
28	How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?		NIL
29	Student progression		
	Student progression	Against % enrolled	
	UG to PG		
	PG to M.Phil.		NIL
	PG to Ph.D.		NIL
	Ph.D. to Post-Doctoral		NIL
	Employed		NIL
	Campus selection		NIL
	Other than campus recruitment		NIL
	Entrepreneurship/ Self-employment		NIL
30	Details of Infrastructural facilities		
A	Library	160 books in department library	
B	Internet facilities for Staff & Students	Provided	
C	Class rooms with ICT facility	NIL	
D	Laboratories	Set as per Syllabus	
31	Number of students receiving financial assistance from college, university, Government or other agencies		1

32 Details on student enrichment programmes (special lectures/workshops/ seminar) with external experts NIL

33 Teaching methods adopted to improve student learning

- Lecture Method-Teaching Through Lecture by using black board.
- Seminar-The students are encouraged to take seminars which help to improve the presentation skills and overcome stage fear.
- Project based learning-Through projects the students can improve their quality.
- Group discussion-To improve the communication and leadership quality of students.
- Test papers are conducted periodically for better academics

34 Participation in Institutional Social Responsibility (ISR) and Extension activities NIL

35 SWOC analysis of the department and Future plans

Strength

Excellent Teacher Student Relation ship
 Excellent Teaching Environment.
 Internet Facility For Staff And Student.
 Academic And Nonacademic Activity For students

Weakness-

Lack of professional development for faculty.
 Lack of international conference and seminars

Opportunity

-Good job opportunities for students in various research fields.
 Good career guidance and project guidance

Challenges-

Lack of funds.
 Students from poor and economic background

Future Plans :

Student centered approach

To start a research centre
Social commitment through extension activities.

Evaluative Report of the Department of COMMERCE (SELF FINANCE)

1	Name of the department	: Department of Commerce (Self finance)
2	Year of Establishment	:2005
3	Names of Programmes/Courses offered	:UG :B Com Computer Application P G:M Com Finance :M Com International Finance
4	Names of Interdisciplinary courses and the departments/units involved : NIL	
5	Annual/semester/choice based credit system (programme wise)	
	PG-Credit Semester System	
6	Participation of the department in the courses offered by other departments	
	UG students learn common courses –English, Hindi / Malayalam	

7	Courses in collaboration with other universities, industries, foreign institutions, etc.		Nil			
8	Details of courses/programmes discontinued(if any)with reasons		Nil			
9	Number of teaching posts					
	Posts	Sanctioned	Filled			
	Professors	0	0			
	AssociateProfessors	2	2			
	Asst.Professors	7	7			
10	Faculty profile with name, qualification, designation, specialization, (D.Sc./ D.Litt./ Ph.D./ M.Phil. etc.,)					
	Name	Qualifica tion	Designatio n	Specializatio n	No. of Years of Experien ce	No. of Ph.D. Student s guided

						for the last 4years
K Sasikumar	N	M.Com	Guest Lecturer	Finance	34	NIL
Vinitha S	A	M.Com, B.Ed	Guest Lecturer	Finance	10	NIL
Remya R		M.Com, B.Ed	Guest Lecturer	Finance	6	NIL
Savitha A	E	M.Com	Guest Lecturer	Finance	4	NIL
Neethu C	M	M.Com	Guest Lecturer	Finance	2	NIL
Chithira Mohan	T	M.Com	Guest Lecturer	Finance	2	NIL
Anupama C P		M.Com	Guest Lecturer	Finance	1	NIL
Chinchu N J		M.Com	Guest Lecturer	E-Commerce	2	NIL
List of senior visiting faculty						Nil
1						
1						
1	Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty					100%
2						
1	Student-Teacher Ratio (programme wise)					
3.						
		B Com			3:1	
		M Com			8:1	
14	Number of academic support staff (technical) and administrative staff; sanctioned and filled					NIL

15	Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.	
	NIL	
16	Number of faculty with ongoing projects from a) National b)International funding agencies and grants received	NIL
17	Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc and total grants received	Nil
18	Research Centre/facility recognized by the University	Nil
19	Publications	Nil
1	Number of papers published in peer reviewed journals (national/ international) by faculty and students	Nil
2	Number of publications listed in International Database (For E.g. Web of Science, Scopus, Humanities International Complete, Dare Database-International Social Sciences Directory, EBSCO host, etc.)	
3	Monographs	Nil
4	Chapter in Books	Nil
5	Books Edited	Nil
6	Books with ISBN/ISSN numbers with details of publishers	Nil
7	Citation Index, SNIP, SJR, IMPACT FACTOR, H-INDEX	Nil

20	Areas of consultancy and income generated	NIL
21	Faculty as members in	
a	National committees	Nil
b	International Committees	Nil
c	Editorial Boards	Nil
22	Student projects	
a	Percentage of students who have done in-house projects including interdepartmental/	100 %

	programme						
	b	Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/ Industry/ other agencies				52%	
23		Awards/Recognitions received by faculty and students				NIL	
24		List of eminent academicians and scientists/visitors to the department				NIL	
25		Seminars/Conferences/Workshops organized &the source of funding				NIL	
26		Student profile programme/course wise					
		Name of the Course/programme					
		YEAR	Applications received	Selected	Enrolled		Pass percentage
					*M	*F	
		2011-12	76	29	15	14	99
		2012-13	82	34	19	15	85
		2013-14	57	22	10	12	75
		2014-15	97	37	14	23	Result awaiting
		*M=Male *F=Female		CAP= Centralized allotment Process			
27		Diversity of Students					
		Name of theCourse	% of students from the same state	% of students from other States	% of students from abroad		
		B Com	100	0	0		
		M Com (I F)	100	0	0		
		M Com	100	0	0		

	(Tax)	
28	How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?	5
29	Student progression	
	Student progression	Against % enrolled
	UG to PG	
	PG to M.Phil.	1
	PG to Ph.D.	NIL
	Ph.D. to Post-Doctoral	NIL
	Employed	
	Campus selection	NIL
	Other than campus recruitment	85%
	Entrepreneurship	1%
	Self-employment	5%
30	Details of Infrastructural facilities	
	A Library	YES
	B Internet facilities for Staff & Students	YES
	C Class rooms with ICT facility	NIL
	D Laboratories	NIL
31	Number of students receiving financial assistance from college, university, Government or other agencies	NIL

32	Details on student enrichment programmes (special lectures/ workshops/ seminar) with external experts
: SEMINARS	
33	Teaching methods adopted to improve student learning
<ul style="list-style-type: none"> • Power point Presentation Method 	
34	Participation in Institutional Social Responsibility (ISR) and Extension activities
<ul style="list-style-type: none"> • Students participated in Stem Cell Donation camp conducted in Christ Knowledge City College 	
35	SWOC analysis of the department and Future plans
<p>STRENGTHS</p> <ul style="list-style-type: none"> • Good Faculty members. • NET/PSC coaching. • Academic Results of department. • Providing remedial courses to weak students. • Conducting industrial visits. • Bridge courses are conducted for new entrants. <p>WEAKNESSES</p> <ul style="list-style-type: none"> • Poor infrastructural facilities in the Dept. and classrooms. • Lack of land phone and LCD projector. • Insufficiency of text books in the Dept. • Inadequacy of economic and business journals. <p>OPPORTUNITIES</p> <ul style="list-style-type: none"> • Establish tie up with reputed business organizations for research and placement of students. • Conduct national seminars, workshops etc. and other curriculum activities for the upliftment of the standard of the students. <p>THREATS</p> <ul style="list-style-type: none"> • Lack of professional opportunities for improvement. • Lack of good infrastructure. • Lack of publicity to the existing courses. 	

FUTURE PLANS

- To conduct national seminars
- To inculcate saving habit in students
- To conduct more extension activities.

Evaluative Report of POST GRADUATE DEPARTMENT OF COMPUTER SCIENCE (SELF FINANCING)

1	Name of the department		Post Graduate Department of Computer Science			
2	Year of Establishment		:2014			
3	Names of Programmes/Courses offered		:PG : M.Sc Computer Science			
4	Names of Interdisciplinary courses and the departments/units involved		NIL			
5	Annual/semester/choice based credit system (programme wise)		C S S			
6	Participation of the department in the courses offered by other departments		NIL			
7	Courses in collaboration with other universities, industries, foreign institutions, etc.		NIL			
8	Details of courses/programmes discontinued(if any)with reasons		NIL			
9	Number of teaching posts					
		Posts	Sanctioned	Filled		
		Guest lectures	3	3		
10	Faculty profile with name, qualification, designation, specialization, (D.Sc./ D.Litt./ Ph.D./ M.Phil. etc.,)					
	Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4years
	Prathibha .P.H	M.Sc, MPhil, MTech	Guest lecturer	Fuzzy modulation	13	Nil
	Rengini D	MCA, MTech	Guest lecturer	Digital Image Processin	13	Nil

Anitha S	MCA, M Phil	Guest lecturer	g Image Processin g	11	Nil
11	List of senior visiting faculty				NIL
12	Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty				NIL
13	Student-Teacher Ratio (programme wise)				.
M.Sc Computer Science	Year			Ratio	
	2014 – 15			7:1	
14	Number of academic support staff (technical) and administrative staff; sanctioned and filled				nil
15	Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.				
	Name of faculty (permanent)		Qualification		
	Prathibha .P.H		M.Sc, MPhil, MTech		
	Rengini D		MCA, M. Tech		
	Anitha S		MCA, M Phil		
16	Number of faculty with ongoing projects from a) National b)International funding agencies and grants received				NIL
17	Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc and total grants received				NIL
18	Research Centre/facility recognized by the University				NIL
19	Publications				
1	Number of papers published in peer reviewed journals (national/ international) by faculty and students				2 (Under publication) NIL
2	Number of publications listed in International Database (For E.g. Web of Science, Scopus, Humanities International Complete, Dare Database-International Social Sciences Directory,				

	EBSCO host, etc.)		
3	Monographs		NIL
4	Chapter in Books		NIL
5	Books Edited		NIL
6	Books with ISBN/ISSN numbers with details of publishers		NIL
7	Citation Index, SNIP, SJR, IMPACT FACTOR, H-INDEX		NIL
Details of participation in seminars :Prathibha P.H			
Seminar/Workshop	Institution	Date	Topic
UGC Sponsored Workshop	MES College, Marampally in association with CUSAT, Kochi, Kerala,	12.01.2015 and 13.01.2015 - 2 Days	Machine Learning Techniques for Data Mining
UGC Sponsored National Conference	Cochin University of Science And Technology, Kerala and People of Biotech Alumini, Kerala,	15.12.2014 and 16.12.2014 - 2 Days	Advances in Biotechnology
International Conference	SreeNarayanaGurukulam College of Engineering	6,7 March2014	Computing Technologies
National Seminar	Sacred Heart College,Thevara, Kerala	3,4,February 2014	NewPerspectives in Mathematical Theory of Computer
UGC sponsored National workshop	MES College Marampally ,Kerala	December 16-20,2013	Molecular Identification and Computational Biology

UGC sponsored National Conference	S.S.V College, Valayanchirangara, Kerala	13-14 August, 2013	Cyber Law and Cyber Forensics
UGC sponsored National Seminar	S.S.V College, Valayanchirangara, Kerala	19-20 January, 2012	Language Teaching Methodology
Workshop	UC Aluva, Kerala	22-23 March, 2012	DRUPAL
UGC sponsored National Seminar	S.S.V College, Valayanchirangara, Kerala	5-6 January 2011	Glimpses of Vedic Vision in Indian writing in English
UGC sponsored National Seminar	S.S.V College, Valayanchirangara, Kerala	26 November 2008	Hidden Markov model
UGC sponsored National Seminar	S.S.V College, Valayanchirangara, Kerala	12 Oct 2007	Heritage of Indian Sciences
UGC sponsored National Conference	Prajyothi Nikethan College, Pudukad, Thrissur	6 th & 7 th February 2015	Computer Science & its Applications
Details of participation in seminars : Rengini D			
Seminar/ Workshop	Institution	Date	Topic
UGC sponsored National Seminar	NSS Rajakumari, Idukki	5 th and 6 th February 2015	Recent Advances in Signal and Image Processing
UGC sponsored Workshop	MES Marampally, Kerala	12-13 January 2015	Machine Learning Techniques for Data Mining

	UGC sponsored National Conference	PrajyothiNikethan College, Pudukad, Thrissur	7 th February 2015	Computer Science & its Applications
	AICTE sponsored SDP	Union Christian College, Aluva, Ernakulam	14-25 May 2012	Research Methodology & Advances in Computing.
	Workshop on OpenGL	FISAT Angamaly, Ernakulam	OpenGL	24 th January 2014
	UGC sponsored National Seminar	S.S.V College,Valayanchirangara,Kerala	26 th November 2008	Hidden Markov model
20	Areas of consultancy and income generated			NIL
21	Faculty as members in			
a	National committees		Nil	
b	International Committees		Nil	
c	Editorial Boards		Nil	
22	Student projects			
a	Percentage of students who have done in-house projects including interdepartmental/programme			First batch students will do in the next year
b	Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/ Industry/ other agencies			NIL
23	Awards/Recognitions received by faculty and students			
	<ul style="list-style-type: none"> Prathibha P.H –Chairman,/Deputy ChairpersonMG university Examination of B.Sc Computer Science from 2008 onwards. Rengini D- Life Member of ‘ The Indian Society For Technical Education’. 			
24	List of eminent academicians and scientists/visitors to the department			

2014-2015					
1	Mr. Christy Elias	Research scholar Trinity College, Dublin, Ireland			
2	Mr. Anoop Mohan	IT Expert , Consors bank, Germany			
25	Seminars/Conferences/Workshops organized & the source of funding				
	❖ Nil				
26	Student profile programme/course wise				
	Name of the Course/programme M.Sc Computer Science				
	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
	2014-2016	CAP	7	0	7
	*M=Male *F=Female CAP= Centralized allotment Process				
27	Diversity of Students				
	Name of the Course M.Sc Computer Science				
	% of students from the same state		% of students from other States		% of students from abroad
	2014-15	100	0		NIL
28	How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?				NIL
29	Student progression				
	Student progression		First Batch		
30	Details of Infrastructural facilities				
	A	Library	23books in department library		
	B	Internet facilities for Staff	For staff and students		

& Students	
C	Class rooms with ICT facility Nil
D	Laboratories 1
31	Number of students receiving financial assistance from college, university, Government or other agencies NIL -
32	Details on student enrichment programmes (special lectures/ workshops/ seminar) with external experts <ul style="list-style-type: none"> • Student support programmes are conducted for weak students. Such students are given extra coaching by teaching faculty before or after regular classes.
33	Teaching methods adopted to improve student learning <ul style="list-style-type: none"> • Language and communicative skills are developed with help of CDs • Lecture Series of IIT Professors from Internet is used to make students understand the subject in a better way. • Smart Classes are adopted for better visual and verbal understanding. • Power Point Presentations are used. • Test papers are conducted periodically for better academics. • Seminars by students are conducted to overcome stage fear and to improve communication skills. • Academically brighter students are given extra coaching to become excellent. • Extra care is given to slow learners • Students coming from educationally, socially and economically poor backgrounds are identified in the beginning of the course. • Necessary steps are taken to bring them up with other students. • Group discussions are held periodically to boost the leadership quality of student community.

- Bridge courses conducted.

34 Participation in Institutional Social Responsibility (ISR) and Extension activities

- Students are members of nature club, debate club, women's forum etc.

35 SWOC analysis of the department and Future plans

Strength

- Convenient class schedule.
- Technology
- Discipline.
- Good Student teacher communication.
- Calm and Quiet village atmosphere.
- Supportive management
- Infrastructural facility
- Unity of staff from top authority to lower level
- Healthy competition between departments

Weakness:

- Lack of conveyence
- Lack of Parking sheds

Opportunity:

- Location : Calm and quiet village area
- Good library
- Support for outreach programs

Challenges:

- Competitive environment

Future Plans :

- To organize seminars both national and international.
- Socially committed extension activities.

OTHER FACULTIES

Apart from the teachers of departments having programmes, we have teachers who teach subsidiary subjects and languages. Following are their details of their credentials

1 M.J. Sreekumaran Nair M.Sc, B.Ed.

Asst. Professor In Zoology

Teaching Experience: 19 Years

2 Dr. Sudhakaran K.M. M.A, M.Phil., Ph.D., B.Ed

Asst. Professor in Political Science

Teaching Experience: 10 Years

Publication Details

- ❖ ‘Marginalized Sections and Democratisation Process in Kerala’ in *Review of Social Sciences*, Vol.VII, No.2, July-December 2006.
- ❖ *A Handbook of Political Science* (Co- author), Published by Political Science Association Kerala, 2007.
- ❖ ‘Power Alienation: Identity and Dalits in A Multicultural Paradigm’, *ISDA Journal* Vol.18. No 4, Thiruvananthapuram,2008
- ❖ ‘Sustainable Development and Participatory Management in Forest: A Case Study of Vana Samrakshna Samithi’ Department of History U.C. College November 2008.
- ❖ ‘Democratisation of Power: An Historical Overview of Local Self Government in Kerala’, Govt. Arts and Science College Research Journal, Vol.1, Issue 3, Calicut, 2009.
- ❖ Ensuring Participation: Programmes and Strategies of Forest Conservation in Modern Kerala, *ISDA Journal* Vol.21 October- December. No 4, Thiruvananthapuram, 2011.

Seminars and Conferences

Chaired

- ❖ National Seminar on *U.N Organisation and Reorganisation*, by Post-Graduate department of Political Science Govt. College, Madappally, on 10-10-13.

Papers Presented

International

- ❖ **Paper Presented** “*dentity, Dalits and Human Rights in a Multicultural Paradigm*” in the International Conference by KAAS and Sree Ayyappa College for Women on September 20-21 at Chunnkankadai, Kanniyakumari.

National

- ❖ **Paper Presented** “*Participation and Development: an Inquiry in to the Experiences of Scheduled Castes in Kerala*” in the National Workshop

on Inter- disciplinary Research Methodology Conducted by **School of Social Sciences, M.G. University, Kottayam, 1998.**

- ❖ **Paper Presented** “*Participation and Empowerment- a Historical Evaluation of the Scheduled Tribes in the Participatory Mechanism of Kerala-20th Century*” in **South Indian History Congress** held at Thiruvananthapuram, 2002.
- ❖ **Paper Presented** “*Participation and Empowerment –A Historical Appraisal of the Scheduled Castes in the Participatory Process of Kerala- 20th Century*” in **Indian History Congress** held at Amritsar, Punjab.
- ❖ **Paper Presented** “*Participatory Democracy in India and Dalits in the Context of Globalisation*” in **National Seminar on Future of Parliamentary Democracy in India** organized by Institute of Parliamentary Affairs and University of Kerala on August 12-13, 2004, Thiruvananthapuram.
- ❖ **Paper Presented** “*Human Rights Versus Dalit Rights: A Critical Inquiry in to the ‘Human Rights’ of Dalits In India*” in UGC Sponsored **National Seminar on State, Democracy and Human Rights** organized by Sree Narayana College, Nattika, Thrissur on 9-10 December 2004.
- ❖ **Paper Presented** “*Dalit Empowerment in the Participatory Process in Kerala*” in UGC Sponsored **National Seminar on Dalit Assertion in India** organized by Department of History Newman College Thodupuzha, 17-18 February 2006.
- ❖ **Paper Presented** “*Sustainable Development and Participatory Management in Forest: A Case Study of Vana Samrakshna Samithi*” organized by Department of History U.C.College Aluva, 30-31 October, 1 November 2008.
- ❖ **Paper Presented** “*Understanding Dalits Rights in the Context of Globalisation*”
- ❖ organized by Department of History, S.S.V College, Valayanchirangara, 13, 14 and 15 August 2010.
- ❖ **Paper Presented** “*Identity Human Rights Consciousness and Migration*” in UGC Sponsored **National Seminar on Human Rights Issues of Migrant Labourers in Kerala** organized by Department of Economics S.H. College Thevera, 12-13 July 2012.

Seminars Participated

International

- ❖ International Seminar on ‘**U.S. Presidential Election 2012**’ conducted by Sacred Heart College Thevera in association with U.S Consulate Chennai on 12th September 2012.
- ❖ International Seminar on ‘**Being and Its Beyond**’ conducted by

Department of Philosophy, S.S.U.S, Kalady on 30th ,31st of January and 1st February,2012.

National

- ❖ National Seminar on ‘**Intellectual Property Rights in India: Socio Legal Issues**’ conducted by Department of Political Science St. Thomas College Pala on 4th August 2006.
- ❖ UGC sponsored National Seminar on **Human Rights & Value Education** conducted by the Department of Political Science Government College Kottayam from 18-20 September 2006.
- ❖ **Indian History Congress Session**, Calcutta, December-2000.
- ❖ National Seminar on **50 Years of Kerala** conducted by Department of Malayalam S.S.U.S. Kalady from 1-02-2007 to 3-02-2007.
- ❖ National Seminar on **Indian Democracy: Nehruvian Perspectives and Contemporary Realities** conducted by Nehru Study Centre University of Kerala on July 5 -6, 2006.
- ❖ National Seminar on ‘**State and Society in South India**’ organized by Institute of Parliamentary Affairs, Govt. of Kerala, Thiruvananthapuram on 5th to 6th of November 2008
- ❖ UGC sponsored National Seminar on ‘**Hidden Markov Models**’ conducted by Dept of Computer Science S.S.V College, Valayanchirangara on 25th and 26th November 2008.
- ❖ UGC sponsored National Seminar on ‘**Impact of Globalisation on Hindi Literature**’ conducted by Dept of Hindi S.S.V College, Valayanchirangara on 16th and 17th September 2010.
- ❖ Kerala State Higher Education Council sponsored ‘Three Day Basic Operation on Computer Training’ on 28th, 29th and 30th October 2010 by IQAC, S.S.V. College Perumbavoor.
- ❖ UGC sponsored National Seminar on ‘**Glimpses of Vedic Vision in Indian Writing in English**’ conducted by Dept of English S.S.V College, Valayanchirangara on 5th and 6th January 2011.
- ❖ National Colloquium on ‘**Queer Horizons: Exploring Sexual Selves in India**’ conducted by Gender Ecology and Dalit Studies, S.S.U.S, Kalady on 16th February 2012.

PROJECT

Undertaking a research project funded by UGC on *Decentralised Democracy and Marginalised Communities in Kerala*.

OTHER ACHIEVEMENTS

- ❖ Co-ordinator of the U.G.C. sponsored National Seminar on *State, Human Rights and Marginalised* organised by Department of History S.S.V. College Perumbavoor
- ❖ Member and participated in the five days’ workshop in **Restructuring Curriculum of Degree Courses** conducted by M.G. University Kottayam
- ❖ Participated in the Workshop on Capacity Building in Human Development in Higher Education conducted by School of Social Sciences, M.G.

University Kottayam.

- ❖ Attended an Orientation course (11-06-2008 to 08-07-2008), and a Refresher course (16-03-2012 to 05-04-2012) at ASC, Universities of Kerala and Kannur respectively.
- ❖ Additional Chief of Examination, M.G University, Kottayam.
- ❖ Set Question paper for Political Science, S.S.U.S Kalady.
- ❖ Chief Examiner, S.S.U.S Kalady.

3 Praveen K. R. M A, B Ed

Assistant Professor in Malayalam

Teaching Experience: 4 Years

Publication details

‘History of Chenda- published by Sree Ayappa College for Women, KAAS with ISBN NO 978-93-81658-10-09

A semiotic perspective of Theatre-With emphasis of Kathakali (Drisyaroopangalile Chihnavicharam:Kathakaliye Munnirathi) ,ASC, University of Calicut.

Vivekananda darsanagalile Bharatham: Navodhanathe Munnirathi, Sree Sankara Samskarika Patanakendram,SSV College,Valayanchirangara

Seminar Paper Presentation/ Participation

National Seminar	S.S.V College, Valayanchirangara	on16 th and 17 th September 2010	Impact of Globalisation on Hindi Literature’
UGC sponsored National Conference	S.S.V College, Valayanchirangara,Kerala	13-14 August,2013	Cyber Law and Cyber Forensics
UGC sponsored National Seminar	S.S.V College, Valayanchirangara, Kerala	19-20January,2012	Language Teaching Methodology
UGC sponsored National Seminar	S.S.V College, Valayanchirangara, Kerala	5-6January2011	Glimpses of Vedic Vision in Indian writing in English
UGC sponsored National Seminar	S.S.V College, Valayanchirangara, Kerala	26 November 2008	Hidden Markov model
UGC sponsored National Seminar	S.S.V College, Valayanchirangara, Kerala	12 Oct 2007	Heritage of Indian Sciences

4 Anoop V. M. A., B Ed.

Assistant Professor in Malayalam

Teaching Experience 3 Years

Publication details

- ❖ Published an article entitled “Agraharathile Pattuvazhikal” (*Musical Heritage of Agrahara*) in *Tharjani* (e-journal) on **June 2010**, vol6, No6
Tharjani Chintha.com
- ❖ Published an article entitled “Kottarakkara Thamburante Krithikalile nadodi Kala Sankethangal” (Folk Elements in the Works of Kottarakkara Thampuram) in the book *Pazhaya Krithi Puthiya Vayana*, published by Vidwan P.G Nair Research Centre, UC College Aluva (**January 2011**)
- ❖ Authored a book titled *Cherukadu* (ISBN 978-81-7638-174-1) published by State Institute of Languages on **May, 2012**.
- ❖ Published an article entitled “ Njanabodhathinte Reethisasthram” (Methodological Perspectives of Nyaya Philosophy) in the journal *Vinjanakairali*, published by State Institute of Languages (Vol. 43 Issue: 45, **May 2012**)
- ❖ Published an article entitled “ Vayanayude Marukara” (Reading) in the journal *Jeevadhara* (Vol. XLII Issue: 249, **June 2012**) – ISSN : 0970- 1117
- ❖ Published an article entitled “Manthravadam: Prethirodhathinte Porulukal” (Significations of Resistance in Witchcraft) in the book *Vamseeyatha : Vicharavum Veekshanavum*, published by Vidwan P.G Nair Research Centre, UC College Aluva (**January 2013**)
- ❖ Published an article entitled “*Resistance of the Lore; Discourse and analysis*” in the book *Collected papers : second international conference of KAAS* published by Kanyakumari Academy of Arts and Sciences (**September 2013**). ISBN 978-93-81658-07-9
- ❖ Published an article entitled “Manthravadam- History/ Culture/ Politics: Contextualizing an Occult Genre” in the Journal *Review Journal of Philosophy and Social Science*, published by Journal Anu Books (**March 2014**). ISSN- 0258-1701
- ❖ Published an article entitled “Cultural logic of dictionary making: An analysis based on Herman Gundert’s Dictionary” in the Journal *Translation Today*, published by National Translation Mission (Vol.8,

number 1, 2014). ISSN- 0972-8740

- ❖ Published an article entitled “Parmaparya njanaropangal:Vishakalanavum Vasthuthayum” in the Seminar proceedings of Ninth All India Conference of KAAS, August 2014 ISBN 978-93-81658-10-9

Seminar Paper Presentation

- ❖ Presented a paper entitled “Kottarakkara Thamburante Krithikalile Nadodikalasankethangal” at the National Seminar conducted by The Dept.of Malayalam, Union Christian College, Aluva from 28-01-2010 to 30-01-2010.
- ❖ Presented a paper entitled “Manthrika Pusthakangal-Oru Samskarikavishakalanam” at the UGC sponsored National Seminar conducted by The Dept.of Malayalam, Nirmala College, Muvattupuzha on 12,13 and14 August 2010.
- ❖ Presented a paper entitled “Nikhandu nirmithiyile samskarika yukthy : Gundertinte Nikhanduvine munnirthy oru anweshanam” at the National Seminar conducted by National Translation Mission , Kerala Historical Research Society and Kerala Sahithya Academy on 28,29 and30 January 2011.
- ❖ Presented a paper entitled “Methodology of Knowledge formation : Contemporary perspective on Nyaya philosphy ” at the UGC sponsored National Seminar conducted by The Dept.of Sanskrit, Sree Sankara Vidyapeetom College, Valayanchirangara on January 19-20, 2012.
- ❖ Presented a paper entitled “Manthravadam : Vamsheeya Prathirodhathinte Porulukal” at the National Seminar conducted by The Dept.of Malayalam, Union Christian College, Aluva on 1-2-3 February 2012.
- ❖ Presented a paper entitled “Paramparya njanaropangal : Adhunika Adhunikanthara padangal (Traditional Knowledge :)” at the UGC sponsored National Seminar conducted by The Dept.of Malayalam, St. Xavier’s College for Wommen ,Aluva on 27-28 February 2013.
- ❖ Presented a paper with Sreedevi T,K. on “*Manthravadam* -History /

Culture / Politics :Contextualizing an Occult Genre” in the International Conference on **Deterritorializing Diversities- Cultures, Literatures & Languages of the Indegenous** held on 6th & 7th February 2013 organized by Department of English, Maharaja Agrasen College, Delhi in collaboration with Indira Gandhi National Centre for the Arts (IGNCA), Department of English, University of Delhi & Forum for Teachers of English Language and Literature (FORTELL).

- ❖ Presented a paper with Sreedevi T.K. on “*Resistance Through the Lore :Discourse and analysis* ” in the Second International Conference of KAAS held on 20-21 September 2013 organized by Kanyakumary Academy of Arts and Sciences.
- ❖ Presented a paper entitled “Linguistic Analysis of Secret verses and alter sphere of Kerala” in the National Seminar conducted by The Dept.of Sanskrit, Sahithya, Govt.Sanskrit College, Thripunithura on 12th November 2013.
- ❖ Presented a paper entitled “Karimbanakal-Vaidythakalukal : Ahrhapaliyile Yakshee Sankalpam” in the National Seminar sponsored by the Directorate of Collegiate Education, Government of Kerala conducted by Government College, Thripunithura on 8th January 2014.
- ❖ Presented a paper entitled “Paramparya njanaroopangal : Vasthuthayum Vishakalanavum” in the Ninth All India Conference organized by Kanyakumary Academy of Arts and Sciences on 22-23 August, 2014.

Invited Lectures

- ❖ Delivered a lecture as a part of the Symbiosis Lecture on *Mathravadam (Witchcraft)* organized by History Department, Union Christian College, Aluva on November 04, 2010.
- ❖ Delivered a series of Three Lectures on “Knowledge Systems in Pre-Modern India” at Union Christian College (History Department) on 15, 16, 17 October, 2011.
- ❖ Delivered a lecture at the 40th Anniversary of the Department of Malayalam, St.Xavier’s College for Women, Aluva on *Lalithaganangal: Janapriyavishakalanam (Light Music: A Popular*

Cultural Analysis) in the year 2008.

- ❖ Delivered a lecture on “Semiotics of Manthravadam” at Department of English, Sree Sankara College, Kalady 2014

Research / Project Experience

- ❖ Participated in the project for the *Documentation of Cultural Traditions, Performing Arts and Eco-zones of Ernakulam District* as a member of Center for cultural and Ecological Studies, during the years 2002 and 2003 conducted by Ernakulam District Panchayath.
- ❖ Supervised a Post Graduate dissertation titled “R.Ramachandrante Kavithakalile Vishadam” by Reshma S, year of 2006 in the Research department of Malayalam, Union Christian College Aluva.
- ❖ Supervised a Post Graduate dissertation titled “U.P Jayarajinte kathakalile Rashtreeyamam” by Jani Joseph, year of 2006 in the Research department of Malayalam, Union Christian College Aluva
- ❖ Supervised a Post Graduate dissertation titled “Koratty Muthy : Mithum Charithravum” by Remy Abraham, year of 2007 in the Research department of Malayalam, Union Christian College Aluva
- ❖ Supervise a Post Graduate dissertation titled “Subhash Chandrante Kathakalile aakhyanathanthram” by Soniya S, year of 2007 in the Research department of Malayalam, Union Christian College Aluva
- ❖ Associated in the project of making a documentary film *Mudiyetu*, a special cultural and visual program (Academic purpose) of N.S.H.S. Valoor .
- ❖ Functioned as instructor in the project of Local history conducted by SSA programme under the government of Kerala, which was awarded as the best among this category.
- ❖ Currently engaged in a Minor Project titled *Encountering Prethams (vampires): With Special Reference to the Oral Narratives Among the Pulayas of Mid-Kerala* under University Grants Commission, New Delhi.
- ❖ Associates with Sahitya Academy in the Project of Preparing Malayalam Literary History- Poetry
- ❖ Associates with Sahitya Academy in the Project of Preparing

Malayalam Literary History- Drama

- ❖ Doing Ph. D on *Cultural History of Manthravadam (Withcraft): With Special Reference to the Oral Narratives Among the Paraya-Pulaya Communities of Mid-Kerala.*
- ❖ Conducted a lecture demonstration on *Folk Songs* at Mookanur St. Joseph's Orphanage High School on July 04,2014

Workshops and Seminars Attended

- ❖ Participated in the UGC-Sponsored Orientation Programme (IT-Oriented) conducted by the UGC- Academic Staff College, University of Kerala, Kariavattom from 17-04-2012 to 14-05-2012
- ❖ Participated in the UGC-Sponsored National Seminar titled "Tharjamayum Sahityavum (Translation & Literature)" on March 9-10, 2011 at St.Xavier's College for Women, Aluva.
- ❖ Participated in the UGC-Sponsored National Seminar on An Interface: Convergence of Theories and Techniques at Baselius College, Kottayam on October 4-5, 2013

5 Dr. Jayakrishnan Nampoothiri N.D. M. A, M Phil, Ph.D
Assistant Professor in Sanskrit
Teaching Experience : 2 Years

Accademic Achievement

- ❖ Secured Gold Medal in Acharya (M.A-Phalitha Jyothisha)
- ❖ Won first prize in Vakyaartha Vichara, held in Sastra Sadas of Sree Rama Varma Govt. Sanskrit College, Tripunithura, Kerala in Dec 2006.

Publication details

- ❖ A paper titled **Shodasa-Samskareshu Namakarana-Samskara-Muhurtha-vicharah** is to be published in the Research Journal Mahasvini with the ISBN no: 2231-0452 by Rashtriya Sanskrit Vidyapeetha, Tirupati, Andra Pradesh.
- ❖ A paper titled **Shodasa-Samskareshu Vivaha-Samskara-Muhurtha-vicharah** is published in the 22 th Research Journal of Sanskrit Academy, Hydrabad, Andra Pradesh with the ISSN no. : 0976 089X in 2012.

- ❖ A paper titled **Shodasa-Samskareshu Purvasamskara-Vicharah** is published by the department of Sanskrit Studies, Sree Ramakrishna Mission Vivekananda University, Belur Math, Kolkatta with the ISSN no. : 2320-5911 in 2013.
- ❖ Published a book titled **Sthree Jathakam** in 2010 from Amara Publications, Tirupati, Andra Pradesh.
- ❖ A paper titled **Sarvajaneenam Githadarsanam** has been published in July 2011 by the Dept. of Vedantha, Govt. Sanskrit College, Thiruvananthapuram.
- ❖ A paper titled **Kalavidhanokatharithya Upanayana-Vivaha-Samskarayoh Muhurtha Nirnayah** has been published in 2010 by Rashtriya Sanskrit Vidyapeetha, Tirupati, Andra Pradesh.
- ❖ A paper titled **Panchanga Parichayah** has been published in February 2012 by Oriental Research Institute, Sri Venkateswara University, Tirupati, Andra Pradesh.
- ❖ A paper titled **Rajayogah** has been published in February 2012 by the department of Telugu & Oriental Languages, Jagarlamudi Kuppaswamy Chowdary College, Gundur, Andra Pradesh.
- ❖ A paper titled **Simanthonnayana Samskara Muhurtha** is to be published by Rashtriya Sanskrit Vidyapeetha, Tirupati, Andra Pradesh.
- ❖ A paper titled **Bhasa's time & Thoughts (Bhasasya Kalah tatha Charudathe thasya maulikah alochanah)** is to be published by the Department of Sahithya, Govt. Sanskrit College, Thiruvananthapuram
- ❖ A paper titled **Kalidasakrithishu Samajika Vibhagah Vivahascha** is to be published by the Department of Sahithya, Govt. Sanskrit College, Thiruvananthapuram

Seminar Papers Presented

- ❖ Presented a paper on **Simanthonnayana samskara Muhurtha** in the Shodasa Samskara National Seminar held in R.S.Vidyapeetha, tirupati as on Jan 2010.
- ❖ Presented a paper on **Sthree Jathakam** in the National Conference held in K.K.G.K.S.University, Nagpur as on Feb 2010.
- ❖ Presented a paper on **Bhasa's time & Thoughts (Bhasasya Kalah tatha Charudathe thasya maulikah alochanah)** in the National Seminar held in Govt. Sanskrit College, Thiruvananthapuram as on March 2010.
- ❖ Presented a paper on **Kalavidhanoktharithya Upanayana-Vivaha-**

Samskarayoh Muhurtha nirnaysah in the 45th session of All India Oriental Conference held in R.S.Vidyapeetha, tirupati as on Jun 2010.

- ❖ Presented a paper on **Kalidasakruthishu Samajika Vibhagah Vivahascha** in the National Seminar held in Govt. Sanskrit College, Thiruvananthapuram as on March 2011.
- ❖ Presented a paper on **Sarvajaneenam Gita Darsanam** in the National Seminar held in Govt. Sanskrit College, Thiruvananthapuram as on July 2011.
- ❖ Presented a paper on **Panchanga Parichayah** in the National Seminar held in Oriental Research Institute, S.V. University, tirupati as on Feb 2012.
- ❖ Presented a paper on **Jyothisastre Adhivyadhi-Hethu-Swarupa-Paramarsah** in the National Seminar held in Govt. Sanskrit College, Thiruvananthapuram as on Feb 2012.
- ❖ Presented a paper on **Rajayogaah** in the National Seminar held in J.K.C College, Guntur, Andra Pradesh as on Feb 2012.
- ❖ Presented a paper on **Malayala Bhashayam Keraliyeshu cha Samskruthasya Pradhanyam Jyothishastra Dristya** in the National Seminar held in Kerala University, Karyavattam, Thiruvananthapuram as on Aug 2013.
- ❖ Presented a paper on **Pathrika Bhashasu Artha Vicharasya Pradhanyam** in the National Seminar on Sanskrit and Linguistics organized by the Department of Sanskrit Sahithya, Govt. Sanskrit College, Tripunithura held on 12.11.2013.
- ❖ Presented a paper on **Vristi Lakshanani - Ekam Adyayanam** in the National Seminar on Astrology and Weather Forecast organized by the Department of Jyothisha, Govt. Sanskrit College, Thiruvananthapuram, held on 2013 December 12 & 13.
- ❖ Presented a paper on **Thathparya Nirnaya in Sabda Bodha** in the National Seminar on Indian Theories of Verbal Comprehension and Modern Linguistics on 2014 February 24, 25 & 26 at Catholice College, Pathanamthitta organized by the Department of Sanskrit.

Work Shops

- ❖ Participated Two days Workshop on **Curriculum review of CBCSS UG Sanskrit program** held at Govt. Sanskrit College, Thrippunithura on 3rd & 4th August 2011
- ❖ Attended 30 days **Shastravaridhi short term course in Dvaita Vedantha** conducted by Rashtriya Sanskrit Vidyapeetha, Tirupati from 04

Dec 2009 to 02 Jan 2010.

- ❖ Attended 30 days **Shastravaridhi short term course in Jyotisha** conducted by R.S. Vidyapeetha, Tirupati from 07 Feb 2009 to 08 March 2009.
- ❖ Participated in 21 days workshop on **Manuscriptology & Research Methodology** held at Osmaniya University, Hyderabad by Sanskrit Academy from 17 Aug 2009 to 6 Sep 09.
- ❖ Attended 21 days **Vocational Training course in Jyotisha** conducted by Rashtriya Sanskrit Vidyapeetha, Tirupati from 20 Nov 2007 to 10 Dec 2007.
- ❖ Participated 7 days National Integration Camp held at Somenahally, Kolar, Karnataka from 4 Oct 2004 to 10 Oct 2004.

ANNEXURES

Annexure I

CERTIFICATE OF RECOGNITION 2(F) AND 12 (B)

<p>UNIVERSITY GRANTS COMMISSION BAHADUR SHAH ZAFAR M.R.G. NEW DELHI - 110 002</p>	
<p>No. F.8-38/88 (CPP)</p>	
<p>The Registrar Mahatma Gandhi University Kottayam - 686 562</p>	
<p>Sub: Inclusion of Sree Sankara Vidyapeedom College under Section 2 (f) of the U.G.C. Act, 1956.</p>	
<p>Sir,</p>	
<p>I am directed to refer to you letter No. CD-20/504/91 dated 27.08.91 on the subject cited above and to inform you that the Sree Sankara Vidyapeetom College has been included in the above approved list of colleges under section 2(f) of the U.G.C. Act, 1956 under the head "Non-Govt. Colleges Teaching up to Bachelors Degree" as detailed below:-</p>	
<u>Name of College</u>	<u>Year of Estt.</u>
Sree Sankara Vidyapeetom College, Valayanchirangara, P.O. Perumbavoor, Kerala State. Prof. T.K. Ramakrishana Nair	1978
<p>The Indemnity Bond and other documents of the College have been accepted and retained in Commission's Office.</p>	
<p>It has been noted that the college is permanently affiliated to Mahatma Gandhi University, Sree Sankara Vidyapeetom College, Valayanchirangara is declared fit to receive assistance from UGC and other Central sources in terms of Bids placed under Section 12-D of the UGC Act, 1956.</p>	
<p>(Kishan Chaud) Under Secretary</p>	
<p>Copy forwarded to:</p>	
<p>1. The Principal, Sree Sankara Vidyapeetom College, Valayanchirangara, P.O. Perumbavoor, Kerala State.</p>	
<p>2. The Secretary, GOI, M/HRO (Dept. of Edu.) New Delhi.</p>	
<p>3. All Officers/Section</p>	
<p>4. S () Section</p>	
<p>5. Computer Self</p>	
<p>6. Guard file.</p>	
<p>AV/31.10.91</p>	<p>(B.K. Mastwala) Section Officer</p>



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद
विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान
NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission

Certificate of Accreditation

*The Executive Committee of the
National Assessment and Accreditation Council
on the recommendation of the duly appointed
Peer Team is pleased to declare the*

*Sree Sankara Vidyapeetom College
Sreesankarapuram, Perumbavoor, affiliated to Mahatma Gandhi University
Kerala as*

Accredited
at the B level.

February 10, 2007



K. S. Sankaranarayanan
Director

- This certification is valid for a period of Five years with effect from February 10, 2007
- An institutional score (%) in the range of 55-60 denotes C grade, 60-65-C grade, 65-70-C grade, 70-75- B grade, 75-80- B grade, 80-85-B grade, 85-90- A grade, 90-95-A grade, 95-100-A grade (upper limits exclusive)

Annexure III

ACCREDITATION CERTIFICATE

Quality Profile

Name of the Institution : Sree Sankara Vidyapeetom College
Place : Sreesankarapuram, Perumbavoor, Kerala

Criterion	Criterion Score (Ci)	Weightage (Wi)	Criterion X Weightage (Ci x Wi)
I. Curricular Aspects	70	10	700
II. Teaching-learning and Evaluation	76	40	3040
III. Research, Consultancy and Extension	65	05	325
IV. Infrastructure and Learning Resources	80	15	1200
V. Student Support and Progression	65	10	650
VI. Organisation and Management	65	10	650
VII. Healthy Practices	65	10	650
		100	$\Sigma C_i W_i = 7215$

$$\text{Institutional Score} = \frac{\Sigma C_i W_i}{\Sigma W_i} = \frac{7215}{100} = 72.15$$

Harad
Director

EC/41/53

Annexure IV
Report of the Peer Team
on
Institutional Accreditation
of
Sree Sankara Vidyapeetom College,
Perumbavoor, Kerala.
(22nd - 24th November 2006)

Submitted to

National Assessment and Accreditation Council

(An Autonomous Institution of the University Grant Commission)

P.O Box No. 1075, Nagarbhavi, Bangalore - 560 072, India

Report of the Peer

Team on Institutional Accreditation of

Sree Sankara Vidyapeetom College, Perumbavoor, Kerala.

(22nd - 24th November 2006)

Section 1: INTRODUCTION

Sree Sankara Vidyapeetom College located in Valayanchirangara (P.O), Perumbavoor was established in August 1967 as a Junior College. Subsequently Pre degree courses were discontinued and degree courses were started gradually. BA History in 1978, B.Sc Mathematics and B.Com in 1980, BA Hindi in 1981, MA History in 1984, B.Sc Physics in 1993, B.Sc Chemistry in 1995, BA Economics in 1998, BA English (Vocational) in 1999, B.Sc Computer Science in 2001, M.Sc Biochemistry and M.Sc Biotechnology in 2004 and M.Com in 2005 were started. It is an aided college and affiliated to Mahatma Gandhi University, Kottayam. The college is situated in the rural area and is managed by the Sree Sankara trust. There are two more colleges and one Upper Primary English medium School under the management of the trust. The Upanishad manthra “ Thamasoma Jyothirgamaya” (lead us from darkness to light) is the motto of the college. Keeping this in mind the college has undertaken itself the job of inculcating the spirit of national integration and propagating the ideals of Sree Sankaracharya. The institution got UGC recognition under 2(f) and 12-B in November 1991.

Sree Sankara Vidya Peetom College volunteered to be assessed by the National Assessment and Accreditation Council (NAAC) and submitted the Self – study Report to NAAC in June 2006. NAAC constituted a peer team consisting of Prof G. Sudhakar Former

Director, UGC Academic Staff College, Bharathiar University, Coimbatore as the chairperson, Prof. K. Damodara Naidu Former Principal, Govt FG College Ramnagar, Bangalore as a member. The peer team was ably co-ordinated by Dr [Mrs] Sujata Shanbhag, Assistant Advisor, NAAC, Bangalore. The Peer Team visited the Institution for three days from 22nd to 24th November 2006.

The Peer Team carefully perused and analysed the Self – study Report submitted by the Institution. During Institutional visit the Peer Team went through all relevant documents, visited the departments and the facilities and interacted with the various constituents of the institution. The academic, co-curricular, extra-curricular, sports and extension facilities of the institution were visited. The Peer Team also interacted at length with the Governing Body, Head of the Institution, faculty, non teaching staff, students, parents and alumni of the institution. Based on the above exercise and keeping in mind the criteria identified by the NAAC, the Peer Team has taken the value judgment. The assessment of the Institution under various criteria, the commendable features of the Institution as well as the issues of concern are given hereunder.

SECTION 2: CRITERION WISE ANALYSIS

CRITERION 1: CURRICULAR ASPECTS

As an affiliated college of Mahatma Gandhi University, Kottayam the college follows the syllabi prescribed by the University for the Humanities, Science and Commerce courses both at the under graduate and postgraduate levels by following annual and semester schemes. There are three faculties in the college; the faculty of Arts offers undergraduate programmes in History, Economics, English, Hindi leading to B.A Degree and a postgraduate programme in History leading to MA Degree. The Faculty of Science offers undergraduate programmes in Physics, Chemistry, Mathematics and Computer Science leading to B.Sc. Degree and postgraduate programmes in Biochemistry and Biotechnology leading to M.Sc. Degree. The Faculty of Commerce offers both undergraduate and PG courses in commerce

leading to B.Com and M.Com degrees respectively. In addition to this Malayalam, Sanskrit and Political Science are offered as subsidiary subjects with other courses. Postgraduate courses M.Com, M.Sc. Biochemistry and M.Sc. Biotechnology and B.Sc. Computer Science are offered as self-financing courses.

The academic work is undertaken in the college with a view to achieve the goals and objectives of offering arts, science and commerce education to the aspiring students. It takes a long-time for the college to introduce new programmes. Students have no flexibility to pursue a course with reference to time frame, horizontal mobility and elective options. However students have the option of choosing their second language, which is a non-core paper at U.G level. B.Sc. Computer Science, B.A English (vocational) M.Sc. Biochemistry and M. Sc Biotechnology are job-oriented courses.

The college has little option for innovation in the curriculum. Though the institution does not have any role to play in the curriculum development, some of the faculty members could work in various academic bodies including Board of Studies, and Board of Examiners of the university and offer their services in updating the syllabi. There is only limited scope for innovation such as development of modular curricula.

The conduct of seminars and symposia and guest lectures supplement lecture method of teaching. There are 38 permanent and 23 temporary teachers of which three have Ph.D. degrees and thirteen have M.Phil. degrees and forty five are postgraduates. The temporary teachers are paid by the management. They are supported by 31 non-teaching staff consisting of administrative and other technical staff. The college has 894 students in both UG and PG courses. Post-graduate courses in History, Biotechnology, Bio Chemistry, M.com and B.Sc. Computer Science follow semester system, all other courses follow annual system. There is Sree Sankara Samsakarika Patana Kendram functioning in the college through which the philosophy of Sree Sankara is propagated among the students.

The faculty has been assisting the University in its academic activities such as the conduct of University examinations, evaluation of answer scripts and tabulation of results,

servicing as chairmen of Boards of Examiners, Chief Examiners and Additional Examiners. Self-appraisal among the faculty and non-teaching staff is yet to be formalised. There is no formal institutional mechanism to collect feedback from the students about the faculty and other support services. A few members of the faculty have served on core committees for restructuring courses and also on Boards of Studies for framing syllabi at the University level.

CRITERION II: TEACHING, LEARNING AND EVALUATION

The students are admitted to various courses as per the admission norms of the State Government and the regulations of the University. Admission to M.Sc. Bio-Technology, M.Sc. Bio-Chemistry, M.Com and B.Sc. Computer Science courses are done by conducting special entrance tests by the management. Students are selected on the basis of the merit of marks secured in their qualifying examination and interview is also conducted at the time of admission. At the beginning of every semester, each department makes a teaching plan and it is reviewed from time to time. Twenty percent of marks are allotted for each subject under internal assessment for all UG courses as per the University norms, whereas for PG courses MA History, M.Sc. Bio Technology, M.Sc. Bio Chemistry and M.Com. twenty five percent marks are allotted by the faculty for each subject as internal assessment marks. Periodic oral and written tests are conducted and assignments are given to strengthen the academic skills of students.

The college follows tutorial system to identify the academically weak students and encourage them to strengthen their academic skills. Students who secure high grades in aptitude are classified as advanced learners and are given special assignments such as project work, critical study of certain topics as decided by the concerned department. Students who score below 50 marks in the aptitude test are given necessary remedial coaching. The evaluation schedule is made known to the students at the beginning of the academic year. If the students have any complaint about internal evaluation, they can appeal to the Head of the

Department and the Principal. The seminars, tutorials, guest lectures, assignments and interaction with the students are the methods used in the college to supplement the lecture method of teaching. The performance of students is reviewed during the parents - teachers meetings, which are held twice during the academic year.

Teachers are recruited as per the University and Government norms. A few faculty members serve as members of Board of Studies of the affiliating University. Self-appraisal by teaching faculty and feedback from the students about faculty are a few measures undertaken by the college to check the quality of teaching. This mechanism needs further strengthening. There is greater scope for interactive sessions, project presentations and greater use of multimedia to supplement chalk and talk method of teaching. During the last two years 16 faculty members have participated at national level and 2 at international level seminars. It is desirable to have peer group evaluation, which will help to sustain academic talents among the teachers. Integration of audiovisual aids will be of immense value to promote intelligence among the rural students.

CRITERION III: RESEARCH-CONSULTANCY AND EXTENSION

Most of the teachers are yet to evince interest in research activities. The management motivates teachers to enhance academic qualification by granting study leave. There are only three teachers with Ph.D. qualifications and thirteen teachers with M.Phil. qualification. B.Sc. Physics, B.Sc. Computer Science students and postgraduate students are doing project work as part of their course requirements. All most all departments are bringing out Manuscript magazines every year.

The college has designated a teacher to supervise extension activities of the college. There are 3 NSS units with a strength of more than 300 volunteers and are managed by a team of three programme officers. The extension activities of the college include Community Development, Healthcare and Hygiene Awareness, Adult Education and Literacy, AIDS and Environment Awareness, Medical and Blood Donation camps etc. The Management must try to encourage all the teachers to seek funds for minor and major projects from different funding agencies. Postgraduate departments may be encouraged to involve in consultancy services.

CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

The college is located in rural area and is housed on 18 acres of land. The college has sufficient built up accommodation in terms of classrooms, central library, laboratories, staff rooms, sports room and playgrounds for cricket, football, volleyball, kabaddi and a track of 200 meters, Gymnasium and other equipment for the conduct of athletic events. The timetable is framed in such a way that the infrastructure facilities of the college are utilized for extra-curricular activities. IGNOU has selected the college as a Study Center for B. Com, M. Com and MA Hindi degree course. Ten departments have a computer of their own and 11 computers in Computer Center of Computer Science department. Infrastructure is maintained with Government and Management funds.

The area of library hall is 2750 square feet and it is separated into three parts namely reading room section with periodicals and Newspapers, a reference section and space for storing books. Computerization of various activities of the library has been done. There are about 17,961 volumes of books in the library. The library subscribes to 8 newspapers and 25 periodicals. The library works under an advisory committee. Internet facility is available in the library.

There is a need to further develop the computer laboratory with more number of terminals, procurement of necessary software, networking of the terminals and providing internet connections. Though the college has provided facilities for outdoor games the achievement of the college in the area of sports and games is not encouraging. The Postgraduate laboratories have to be adequately equipped.

CRITERION V: STUDENT SUPPORT AND PROGRESSION

The institution has sufficient support services to ensure the physical and intellectual growth of the students. 97 percent of the students admitted appear for the examination on the completion of the stipulated period of study. Fifty percent students go for PG programmes. The periodically updated prospectus of the college provides requisite information regarding the management, brief history of the college, courses with optional subjects, admission eligibility, rules and regulations, extra-curricular and co-curricular activities, facilities available in the college including sports, fee structure, fee concessions and scholarships. The college does not possess a placement cell. But the tutorial system adopted in the college

fulfils the purpose of counselling and personality development of students. Admissions of students are made as per the norms of the Government and regulations of the University.

The Alumni Association has been recently started and it may be encouraged to play more effective and greater role. The recreational facilities include indoor games, outdoor games and cultural programmes. The peer team feels that the institution should have an effective mechanism to use students' feedback for quality enhancement. Short-term courses can be arranged on self-financing basis as add-on courses. A women's Form is functioning in the college.

CRITERION VI: ORGANISATION AND MANAGEMENT

The college has an internal co-ordinating and monitoring mechanism. The college is run by the Sree Sankara Trust. The Trust appoints a Manager who looks after the daily affairs of the college. The Principal is the virtual Head of the Institution responsible for the management of the staff and students. The principal is assisted in his duties by a body called college council. In addition to this there are library committee and admission committee. The college council has all the Heads of the departments and four nominated members from among the faculty will look after the academic matters of the college.

The college follows the criteria and norms prescribed by the Government and University regarding the recruitment of teaching and non-teaching staff. The fee for various academic programmes is fixed by the State Government and the University. Loans are available to the staff members from the Employees Co-operative Society as per the Bye - laws of the society. It is desirable to strengthen the grievance cell mechanism for staff and students.

CREITERION VII: HEALTHY PRACTICES

The peer team has identified certain healthy practices prevailing in the college, which enhance the academic ambience of the institution.

- Moral and spiritual lectures by eminent personalities through Sree Sankara Samsakarika Patana Kedram are conducted in the college.

- Effective functioning of Parent Teacher Association.
- Inculcating the spirit of civic responsibilities among students through social service activities of NSS.
- Provision of Remedial courses for the educationally disadvantaged students.
- Students performance in the university examinations is consistently good
- Functioning of “Bhaumika” – Nature club to create environmental awareness.

SECTION 3: OVERALL ANALYSIS

The peer team after going through the self – study report and its visit to various academic and physical facilities, is very much impressed by the progress of Sree Sankara Vidyapeetom College in fulfilling the goals of the institution. The management, faculty and non-teaching staff are dedicated. The college has made steady progress in terms of infrastructure facilities, teaching services from the inception. The peer team appreciates the efforts made by the college in creating a healthy academic atmosphere. The peer team likes to commend the institution for the following aspects

- Encouragement and the support given by the management to the institution.
- Dedication and commitment of the teaching and the non-teaching staff of the institution
- Strict discipline is maintained in the institution.
- The college has made attempts to translate the institutional motto through various academic activities.
- The college has a high interpersonal rapport under the able guidance of the principal between the faculty and the students.
- Effective functioning of Parents-Teachers Association in the college.
- Consistently getting good results and few ranks in the University examinations.

- Archaeological Museum of the History Department is one of the achievements.

Keeping in view the future plans of the institution the peer team would like to suggest the following to the institution to consider:

- The institution may explore the possibility of introducing job-oriented courses keeping in mind the latest trends and the societal needs.
- More computer facilities may be added to the library and Computer Science department.
- Technology assisted teaching aids like multimedia facilities may be widely adopted.
- The departments may be encouraged to carry out research activities and projects and publications of articles in national and international journals / periodicals.
- Computer education at the basic level may be provided to all the students, faculty and non teaching staff of the college
- Guidance and Counselling centre may be strengthened by appointing a fulltime officer.
- The Grievance Redressal mechanism for faculty, staff and students need to be formalized.
- Efforts could be made for greater involvement of Alumni in improvement of the institution.
- Orientation programmes/Bridge courses for the new entrant students may be conducted before the commencement of academic session
- Faculty members may be encouraged to attend orientation and refresher courses organized by UGC-Academic Staff Colleges.
- Hostel facilities may be provided for the students

- Orientation courses for non-teaching staff for improving professional competency may be organized.
- Language Laboratories and Communicative English courses may be started.
- A separate NCC wing for girls and boys may be started.
- The automation of the college office and the library may be given top priority to enhance the efficiency.

The peer team wishes to place on record the co-operation extended by the management, principal, teaching and Non-teaching staff of the institution during the visit of the peer team.

Name and Signature of the members of the Peer Team

Prof.G.Sudhakar

Chairperson

Prof . Damodara Naidu K

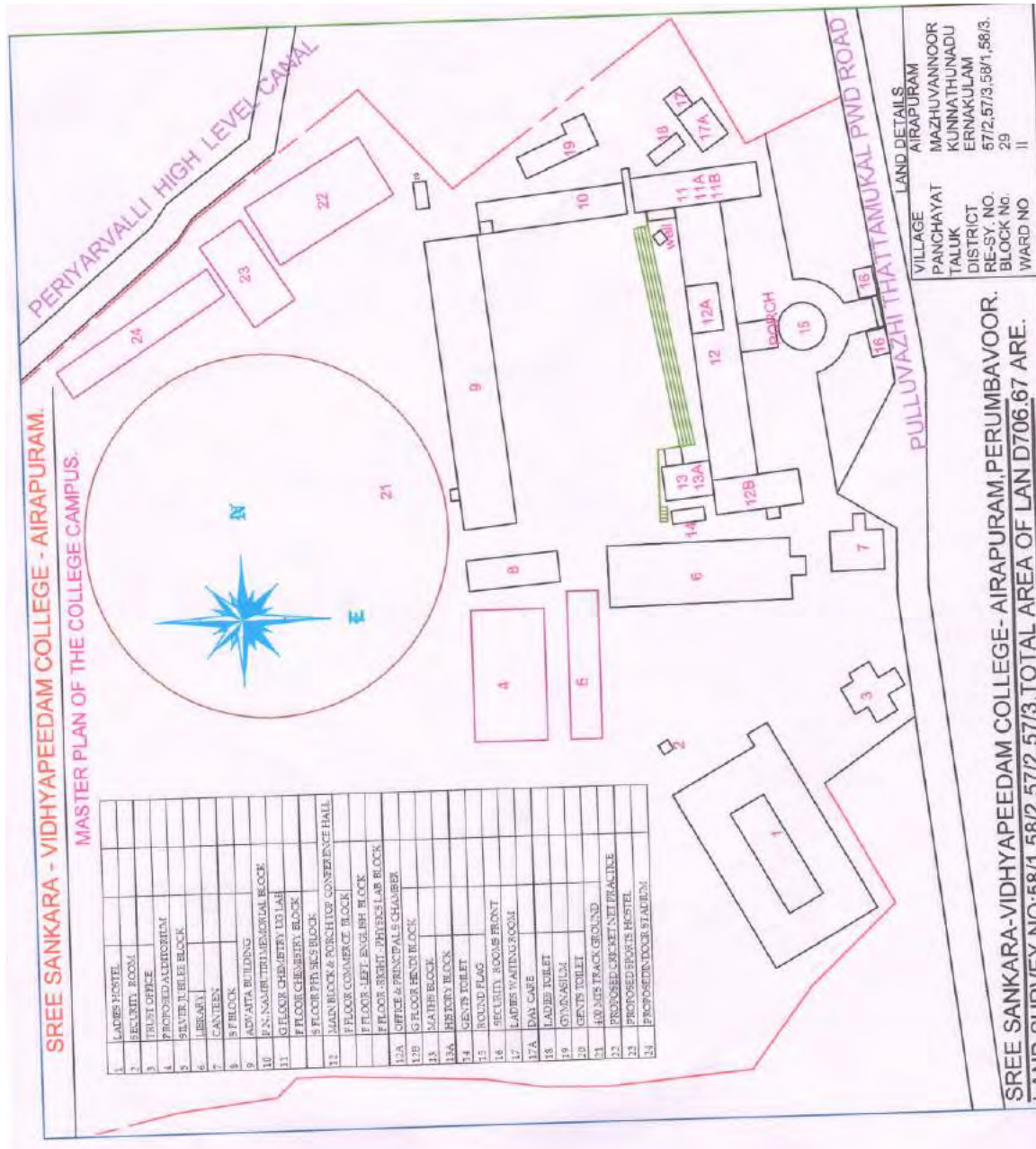
Member

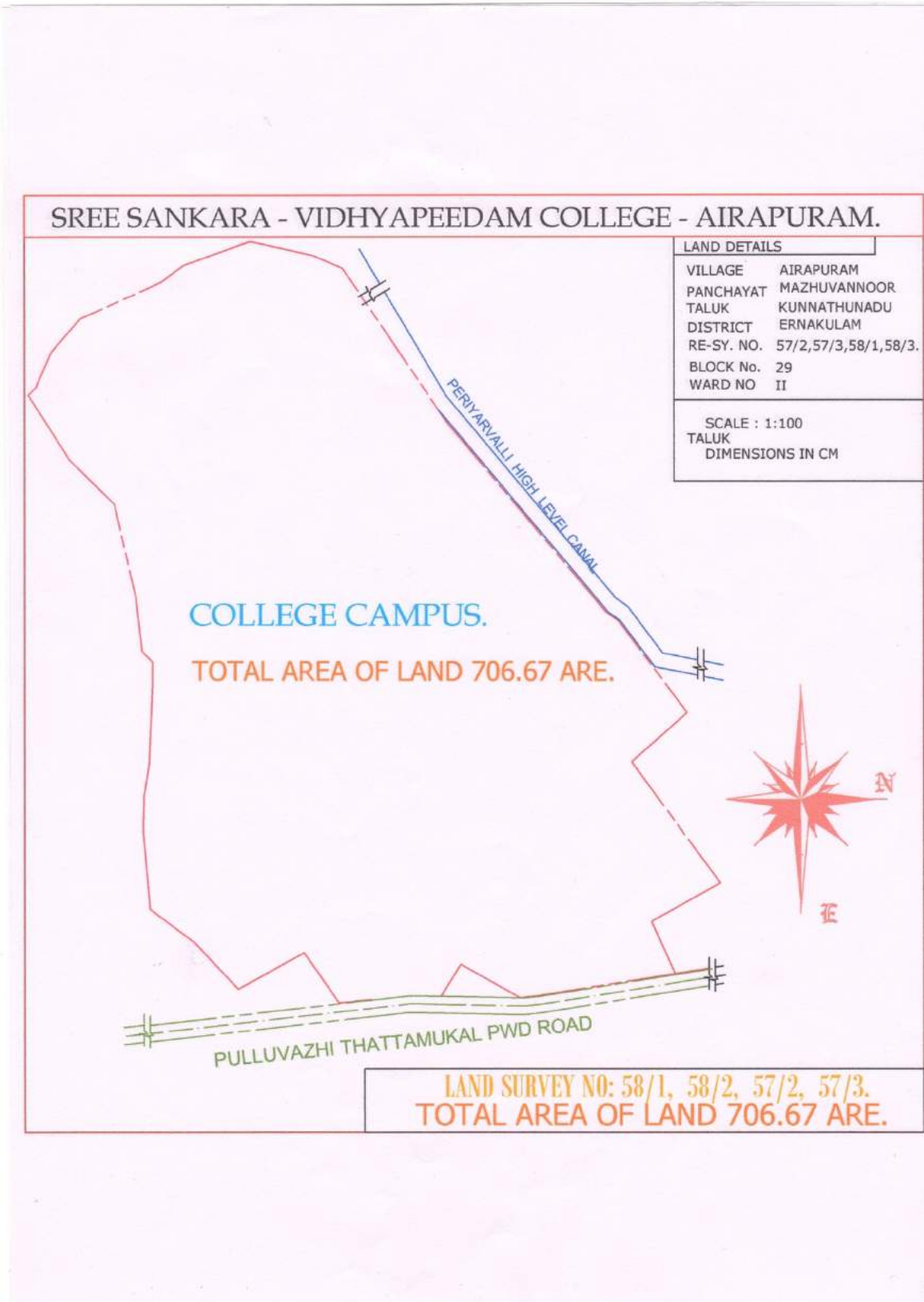
I agree with the observations and recommendations made by the peer team in this report.

Name and Signature of the Head of the Institution

Annexure V

MASTER PLAN OF THE INSTITUTE







SREE SANKARA VIDYAPEETOM COLLEGE

Sreesankarapuram, Valayanchirangara (P.O.), Perumbavoor,
Kerala.Pin.683 556. Phone: 0484-2657038, 2656938

(Affiliated to Mahatma Gandhi University)

NAAC Accredited at the 'B'level

Email:ssvidyapeetom@gmail.com.Web.www.ssvcollege.ac.in

Date: 08-06-2015

Declaration by the Head of the Institution

I certify that the data included in this Self-study Report (SSR) are true to the best of my knowledge.

This SSR is prepared by the institution after internal discussions, and no part thereof has been outsourced.

I am aware that the Peer team will validate the information provided in this SSR during the peer team visit.

R. Krishnakumar

Principal / Head of the Institution

Place: Valayanchirangara,



SREE SANKARA VIDYAPEETOM COLLEGE

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Email:ssvidyapeetom@gmail.com.Web.www.ssvcollege.ac.in

Date: 08-06-2015

CERTIFICATE OF COMPLIANCE

(Affiliated/Constituent/Autonomous Colleges and Recognized Institutions)

This is to certify that **SREE SANKARA VIDYAPEETOM COLLEGE, VALAYANCHIRANGARA** (Track ID:KLCOXX12967) fulfills all norms.

1. Stipulated by the affiliating University and/or
2. Regulatory Council/Body
[such as UGC, NCTE, AICTE, MCI, DCI, BCI, etc.] and
3. The affiliation and recognition [if applicable] is valid as on date.

In case the affiliation / recognition is conditional, then a detailed enclosure with regard to compliance of conditions by the institution will be sent.

It is noted that NAAC's accreditation, if granted, shall stand cancelled automatically, once the institution loses its University affiliation or Recognition by the Regulatory Council, as the case may be.

In case the undertaking submitted by the institution is found to be false then the accreditation given by NAAC is liable to be withdrawn. It is also agreeable that the undertaking given to NAAC will be displayed on the college website.

R. Krishnakumar

Principal / Head of the Institution

Place: Valayanchirangara,



SREE SANKARA VIDYAPEETOM COLLEGE

(Affiliated to Mahatma Gandhi University, Kottayam)

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