

**SULLAMUSSALAM
SCIENCE COLLEGE**

**THE ANNUAL
QUALITY ASSURANCE REPORT**
[SUBMITTED BY THE IQAC]

2017-18

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2017 to June 30, 2018)

Part – A

1. Details of the Institution

- 1.1. Name of the Institution : *Sullamussalam Science College, Areacode*
- Address Line 1 : *Ugrapuram Post.*
- Address Line 2 : *Areekode*
- City/Town : *Malappuram*
- State : *Kerala*
- Pin Code : *673639*
- Institution e-mail address : *mail@sscollege.ac.in*
- Contact Nos. : *+91-483-2850700*
- Name of the Head of the Institution : *Dr. Muhamed Ilyas. P*
- Tel. No. with STD Code : *+91-483-2854544*
- Mobile : *9447597400*
- 1.2. Name of the IQAC coordinator : *C.A. Safeeque*
- Mobile : *9847619616*
- IQAC e-mail address : *iqac4ssc@gmail.com*
- 1.3. **NAAC Track ID** : *KLCOGN12462*
(For ex. MHCOGN 18879)
- 1.4. Website address : *www.sscollege.ac.in*
- 1.5. Web-link of the AQAR : *www.sscollege.ac.in*
- 1.6. Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B+	76.45	2005	20 Sept 2010
2	2 nd Cycle	A	3.01	2014	05 May 2019
3	3 rd Cycle				

1.7. Date of Establishment of IQAC : 01/10/2005

1.8. AQAR for the year (for example 2010-11) : 2017-18

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

AQAR 2016-17 submitted to NAAC on 22-03-2018 with reference NAAC/AQARACK/MARCH/2018/

1.10. Institutional Status

University : State Central Deemed Private

Affiliated College : Yes No

Constituent College : Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(e.g. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

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

Grant-in-aid + Self Financing Fully Self-financing

1.11. Type of Faculty/ Programme

Arts Science Commerce Law PEI (Phy. Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify) : NIL

1.12. Name of the Affiliating University (for the Colleges) : University of Calicut

1.13. Special status conferred by Central/ State Government

-- UGC/CSIR/DST/DBT/ICMR etc : No

Autonomy by State/Central Govt. / University

University with Potential for Excellence : No

UGC-CPE : No

DST Star Scheme	: No
UGC-CE	: No
UGC-Special Assistance Programme	: 1 UG Programme (B.Voc.)
DST-FIST	: No
UGC-Innovative PG programmes	: B.A. Islamic Finance with Computer Application
UGC-COP Programmes	: 1. Career Oriented Diploma programme in Computer Science (Computer Hardware Maintenance and Networking) funded by UGC 2. Career Oriented Programme in Accounting Practices funded by UGC
Any other (Specify)	: NIL

2. IQAC Composition and Activities

2.1. No. of Teachers	: 7
2.2. No. of Administrative/Technical staff	: 2
2.3. No. of students	: 2
2.4. No. of Management representatives	: 2
2.5. No. of Alumni	: 1
2.6. No. of any other stakeholder and Community representatives	: 1
2.7. No. of Employers/ Industrialists	: 0
2.8. No. of other External Experts	: 1
2.9. Total No. of members	: 13
2.10. No. of IQAC meetings held	: 4
2.11. No. of meetings with various stakeholders:	4

No. Faculty: 3 Non-Teaching Staff: 2 Students: 2 Alumni: 1 Others: 0

2.12. IQAC received any funding from UGC during the year? No

If yes, mention the amount: NA

2.13. Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

2.14. Significant Activities and contributions made by IQAC

The following decisions were taken and executed under the leadership of IQAC

1. *To introduce Internal Quality Records in all departments in line with the internal quality procedures of IQAC*
2. *IQAC has completed self-evaluation of the departments and consolidated the report for further decisions at the end of the academic year.*
3. *Monitors the preparatory programme for the newly admitted degree students, to familiarize them with innovative methods of learning and various activities of the college.*
4. *Active involvement in preparing Plan fund proposals and various other decision making processes of the RUSA and College Council.*
5. *Organized National Science Day Celebrations with the support from Kerala State Council for Science, Technology and Environment which involved a Science exhibition, Science Colloquium and Intercollegiate Science quiz contest*
6. *IQAC thoroughly monitored Class PTA meetings in each semester to get feedback from the parents and Students. .*

2.15. Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
1. Decided to invite proposal from various departments to conduct at least two international conferences/ Workshops.	1. Department of English and Mathematics conducted international seminars.
2. Installation of WiFi Connectivity in the campus.	2. Installed.
3. Upgradation of PG Department of Computer Science to a Research department.	3. Procedures are initiated.
4. Decided to conduct an evaluation meeting of all class advisors to discuss the feedback from parents	4. An evaluation meeting of all class advisors was conducted and feedback from parents and students were

and students in class PTA meetings	consolidated.
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** Attach the Academic Calendar of the year as Annexure.*

2.16. Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body College Council

Provide the details of the action taken

The draft was presented in the IQAC and it was recommended to Place in the College Council. The Draft was approved by the Council.

Part – B

Criterion – I

1. Curricular Aspects

1.1. Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	5	0	3	0
UG	7	0	2	0
PG Diploma				
Advanced Diploma				
Diploma				
Certificate	2	0		2
Others				
Total	14	0	5	2

Interdisciplinary				
Innovative	1	0		0

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	12
Trimester	0
Annual	0

1.3. Feedback from stakeholders*

Alumni	1	Parents	1	Employers	1	Students	1
Mode of feedback :		Online	1	Manual	1	Co-operating schools	

**Please provide an analysis of the feedback in the Annexure*

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

Modified the syllabus of B.Voc that was already prepared by the college in the previous year.

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

Criterion – II

2. Teaching, Learning and Evaluation

2.1. Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
24	19	5	0	0

2.2. No. of permanent faculty with Ph.D. : 9

2.3. No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
0	2	-	-	-	-	2	-	0	2

2.4. No. of Guest and Visiting faculty and Temporary faculty

29	0	0
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2.5. Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	20	32	10
Presented papers	6	2	1
Resource Persons	1	-	3

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

Mathematics department:

1. Initiated virtual classes
2. Bridge courses for First semester BSc Math and MSc Math
3. International Lecture workshop sponsored by Indian Academy of Sciences
4. Training for math Documentation (Latex)
5. Remedial classes for weak students.
6. Nurturing for peer group students

Physics department:

1. A nurture workshop on 'Foundations of mathematical physics' was organized at our college in association with PSMO college during 1-2 December 2017. In this two-day residential

camp, intensive coaching in fundamentals of the topic was given to a selected group of first and second year B.Sc. students of both colleges.

2. *Special problem-solving tutorials for Mechanics and Electrodynamics courses*
3. *An additional preliminary cycle of experiments was introduced in the laboratory physics course of first semester B.Sc in order to make the new batch of students get familiarised with various measuring instruments and laboratory practices.*

Journalism department:

1. Campus Channel Launch

This year, the department launched its flagship project, SS Live Campus Radio and Television Channel. Media One Senior News Editor, KR Gopikrishnan launched the SS Live Channel and PV Mohammed Harif, College Chairman launched the SS Radio and Dr. K Muhammed Basheer, Vice-Chancellor of University of Calicut inaugurated the Media Lab.

The department has already produced two news bulletins and nine TV programmes for the campus channel and it will be broadcasted through the TV screen set up near the Media Lab during intervals. One bulletin of Radio news featuring campus events was also broadcasted through the Public Address System. The programmes will also available our YouTube channel, SS Live.

2. Meet the Masters

The department continued its initiative, Meet the Masters - an Industry-Academia Interactive Programme to provide the students with an opportunity to interact the industry experts, this year also.

The following persons interacted with the students as part of the programme.

- *P Balan, Documentary Film Maker and Programme Producer, AIR Madikkeri. His award winning documentary, The 18th Elephant was also screened as part of the event.*
- *Akhil Thamjith Komachi, Official Photographer, Royal Carrebean Cruise Ship, on January 17, 2017*
- *Jaffer Khan, Sports Writer and Sub Editor cum Reporter, TV New, Kochi.*

3. Source Production Works from Outside

The department has also started taking Audio Video Editing and shooting works from outside by charging a competitive price. The works will be done by the students under the supervision and guidance of teachers. 20 percent of the income will be transferred to the department common fund towards the rent of equipments and facilities and the rest will be shared among those involved in the work.

Our students, especially final and second year students have started taking up media related freelance works outside including Camera and Editing, Video Coverage, Wedding photography. Some of have even purchased high end cameras and started taking photography assignments on a regular basis. A few of them also became the part of many short film works outside the campus under various capacities such as Associate Director,

Editor, Cameraman, etc. Hisham P of final year is working as a part time News Anchor at Media Plus, a local channel in Areacode.

Arabic department:

1. PPT oriented classes.

English department:

1. All final year students presented research seminars on the basis of their project work.
2. Students are encouraged to join online courses related to their subjects.

Commerce department:

1. Role playing
2. Management games

Computer Science Department

The department of Compute Science organized a ‘Frontier Lecture Series in Logical Security Training and Awareness’ on 21 Nov. 2017. This scholarly programme was funded by the Alumni Association. The department also hosted three National level workshops on Network Simulators, Integrated Case Tool and Python.

2.7. Total No. of actual teaching days during this academic year : 200

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

Mathematics & Physics department started an online assignment & Examination submission system.

Department of English conducted open book examinations.

2.9. No. of faculty members involved in curriculum Restructuring /revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop: 7

2.10. Average percentage of attendance of students : 85%

2.11. Course/Programme wise distribution of pass percentage:

Physics

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I class %	II class %	III class %	Pass %
<i>UG</i>	<i>39</i>	<i>15</i>	<i>53</i>	<i>13</i>	<i>0</i>	<i>82</i>
<i>PG</i>	<i>12</i>	<i>0</i>	<i>58</i>	<i>17</i>	<i>0</i>	<i>75</i>
<i>Add-On</i>						

Mathematics

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I class %	II class %	III class %	Pass %
<i>UG</i>	<i>45</i>	<i>22.2</i>	<i>15.56</i>	<i>8.89</i>	<i>4.44</i>	<i>51.11</i>
<i>PG</i>	<i>14</i>	<i>0</i>	<i>14</i>	<i>36</i>	<i>7</i>	<i>57</i>
<i>Add-On</i>						

Computer Science

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I class %	II class %	III class %	Pass %
<i>UG</i>	<i>27</i>	<i>0</i>	<i>22.22</i>	<i>25.93</i>	<i>3.7</i>	<i>51.85</i>
<i>PG</i>	<i>11</i>	<i>0</i>	<i>90.90</i>	<i>9.1</i>	<i>0</i>	<i>100</i>
<i>Add-On</i>						

English

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I class %	II class %	III class %	Pass %
<i>UG</i>	<i>33</i>	<i>25</i>	<i>30</i>	<i>25</i>	<i>7</i>	<i>87</i>
<i>PG</i>	<i>13</i>	<i>7.69</i>	<i>53.84</i>	<i>23.53</i>	<i>7.69</i>	<i>100</i>

Economics

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I class %	II class %	III class %	Pass %
<i>UG</i>	<i>25</i>	<i>0</i>	<i>68</i>	<i>0</i>	<i>0</i>	<i>68</i>
<i>PG</i>	<i>NA</i>					
<i>Add-On</i>						

Commerce

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I class %	II class %	III class %	Pass %
UG	46	0	30	1	0	67.39
PG	19	0	13	6	0	100
Add-On	40	47.5	37.5	7.5	0	92.5

B.Voc Broadcast Journalism

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I class %	II class %	III class %	Pass %
UG	34	0	29	26	15	70.5
PG	NA					
Add-On						

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

The internal Quality Assurance cell periodically reviews the adequacy of the infrastructure and learning resources, the performance of the academic and administrative staff and student performance, discipline and involvement in co- and extracurricular activities and social and humanitarian projects.

2.13. Major Contributions from IQAC involves

- Three-tier meetings
- Quality enhancement Programmes

2.14. Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
<i>Refresher courses</i>	5
<i>UGC – Faculty Improvement Programme</i>	1
<i>HRD programmes</i>	2
<i>Orientation programmes</i>	0
<i>Faculty exchange Programme</i>	0

<i>Staff training conducted by the university</i>	<i>0</i>
<i>Staff training conducted by other institutions</i>	<i>1</i>
<i>Summer / Winter schools, Workshops, etc.</i>	<i>0</i>
<i>Others</i>	<i>0</i>

2.15. Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
<i>Administrative Staff</i>	<i>12</i>	<i>5</i>	<i>0</i>	<i>6</i>
<i>Technical Staff</i>	<i>1</i>	<i>Nil</i>	<i>0</i>	<i>1</i>

Criterion – III

3. Research, Consultancy and Extension

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

- Research forum conducted by English department
- Class on Research methodology in commerce for M. Com and B. Com students for their project work
- Research Oriented Project works for B.Sc. and M.Sc. Computer Science Students

3.2. Details regarding major projects

	Completed	On-going	Sanctioned	Submitted
<i>Number</i>	<i>NIL</i>	<i>NIL</i>	<i>NIL</i>	<i>NIL</i>
<i>Outlay in Rs. Lakhs</i>	<i>NIL</i>	<i>NIL</i>	<i>NIL</i>	<i>NIL</i>

3.3. Details regarding minor projects

	Completed	On-going	Sanctioned	Submitted
<i>Number</i>	<i>02</i>	<i>NIL</i>	<i>NIL</i>	<i>NIL</i>
<i>Outlay in Rs. Lakhs</i>	<i>1,75,000</i>	<i>NIL</i>	<i>NIL</i>	<i>NIL</i>

3.4. Details on research publications

	International	National	Others
<i>Peer Review Journals</i>	<i>03</i>	<i>NIL</i>	<i>NIL</i>
<i>Non-Peer Review Journals</i>	<i>NIL</i>	<i>NIL</i>	<i>NIL</i>
<i>e-Journals</i>	<i>NIL</i>	<i>NIL</i>	<i>NIL</i>
<i>Conference proceedings</i>	<i>05</i>	<i>02</i>	<i>NIL</i>

3.5. Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6. Research funds sanctioned and received from various funding agencies, industry and other organizations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
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<i>Major projects</i>	NIL	NIL	NIL	NIL
<i>Minor Projects</i>	NIL	NIL	NIL	NIL
<i>Interdisciplinary Projects</i>	NIL	NIL	NIL	NIL
<i>Industry sponsored</i>	NIL	NIL	NIL	NIL
<i>Projects sponsored by the University/ College</i>	NIL	NIL	NIL	NIL
<i>Students research projects (other than compulsory by the University)</i>	NIL	NIL	NIL	NIL
<i>Any other(Specify)</i>	NIL	NIL	NIL	NIL
<i>Total</i>	NIL	NIL	NIL	NIL

3.7. No. of books published

- i. With ISBN No: 01
- ii. Chapters in Edited Books: 0
- iii. Without ISBN No. : 02

3.8. No. of University Departments receiving funds from

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

3.9. For colleges

Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10. Revenue generated through consultancy

3.11. No. of conferences organized by the Institution

Level	International	National	Sate	University	College
<i>Number</i>	3	3	01	0	2
<i>Sponsoring agencies</i>	1. Indian Academy of Sciences, Banglore 2. Kerala higher education council				1. College Management 2. PTA

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

5

3.13. No. of collaborations International National Any other

3.14. No. of linkages created during this year

3.15. Total budget for research for current year in lakhs:

From funding agency From Management of University/College

Total

3.16. No. of patents received this year

Type of Patent		Number
<i>National</i>	<i>Applied</i>	<i>NIL</i>
	<i>Granted</i>	<i>NIL</i>
<i>International</i>	<i>Applied</i>	<i>NIL</i>
	<i>Granted</i>	<i>NIL</i>
<i>Commercialized</i>	<i>Applied</i>	<i>NIL</i>
	<i>Granted</i>	<i>NIL</i>

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

Total	International	National	State	University	Dist.	College
NIL	NIL	NIL	NIL	NIL	NIL	NIL

3.18.No. of faculty from the Institution who are Ph. D. Guides and students registered under them

1

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

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

JRF SRF Project Fellows Any other

3.21. No. of students Participated in NSS events:

University level State level
National Level International level

3.22. No. of students participated in NCC events:

University level State level
National level International level

3.23. No. of Awards won in NSS:

University level State level
National level International level

3.24. No. of Awards won in NCC:

University level State level
National level International level

3.25. No. of Extension activities organized

University forum College forum
NCC NSS Any other

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

- *A House A Year programme – Constructed a house for a poor family in the adopted village.*
- *A programme on eco-awareness – Paristhithikam, Three-day awareness programme on natural sustainable life.*
- *Pain and Palliative care programmes like home care, Palliative day celebrations, fund collections for Palliative works. Paraplegia awareness programme under the forum Students Initiative in Palliative (SIP) with corporation of palliative care centre, Areekode.*
- *Oorjakiran – Energy conservative programme.*
- *Green protocol awareness.*
- *Plastic Management and Green Protocol*
- *Eco-restoration cum Green protocol*

Criterion – IV

4. Infrastructure and Learning Resources

4.1. Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	3.4680Hr	Nil	-----	3.4680Hr
Class rooms	34	03		37
Laboratories	computer-4 Physics -3	01 computer Lab Media lab -01	UGC	CS-5 Physics-3 Media -01
Seminar Halls	Two	Two	----	Four
No. of important equipment purchased (≥ 1.0 lakh) during the current year.	28		UGC	28
Value of the equipment purchased during the year (Rs. in Lakhs)	7.5			7.5
Others		20	5.5(UGC)	20

4.2. Computerization of administration and library

The campus function and administration are totally computerized .and setup special software for academic purpose

The library functions are fully ICT enabled.

4.3. Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	15951		566	213586	16517	
Reference Books	1488		88	195888	1576	
e-Books	Books- 2580(7904GB) Videos:226(256 GB)		---	-----	----	----
Journals	29		-----			
e-Journals						
Digital Database						
CD & Video	26		-----			
Others (specify)						

4.4. Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centers	Computer Centers	Office	Departments	Others
Existing	170	4	Two connections of NME of BSNL with 5mbps speed each	One	----	10	10	01(Server Room)
Added	13	---	Two	-	-----	00	02	02
Total	183	4	two	One	---	10	12	03

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

Two workshops were organized for Digital Library and Inflibnet respectively.

4.6. Amount spent on maintenance in lakhs:

i. ICT	1.5
ii. Campus Infrastructure and facilities	
iii. Equipment	0.29
iv. Others	0.50
Total	2.29

Criterion – V

5. Student Support and Progression

5.1. Contribution of IQAC in enhancing awareness about Student Support Services

- *An awareness class is given to the newly admitted students about the student support services of the college like library, Computer Centre, CGC, Physical Fitness Centre etc.*
- *The librarian conduct awareness classes on the use of library resources for the newly admitted students*

5.2. Efforts made by the institution for tracking the progression

- *Personal guidance, on both academic and non-academic matters, is made available to the students through mentoring, which is offered in the College at multiple levels. Besides the course teachers, each class has a class tutor and each student has a mentor, whom the students can approach for academic and personal counseling.*
- *Other methods are:*
- *students' counseling*
- *students' feedback*
- *Self-appraisal*
- *Suggestion boxes set up in each department*

5.3. (a) Total Number of students

UG	PG	Ph. D.	Others
921	161	-	-

(b) No. of students outside the state

NIL

(c) No. of international students

NIL

No	%
387	35.3

Men

No	%
701	64.7

Women

Last Year						This Year					
Gen eral	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
28	63	06	930	07	1034	21	75	1	985	4	1086

Demand ratio 1:6 Dropout 5%

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

- **The Student Counseling Centre** extends counseling assistance to students with psychological, academic and social concerns.
- The center also conducts workshops for students on counseling and life skills.
- **Civil Service training programme** by the department of economics

No. of Student beneficiaries : 22

- **NET Coaching Programme** for final year PG students

No. of Student beneficiaries : 40

- Training and guidance for applying JAM, TIFR.NBHM, ISI entrance examinations
- College was a centre for the following:

Model JRF/ NET examination in Physics being organized by Academy of Physics Teachers, Kerala on 7th June 2017.

College is a center for Kerala Public Service Examinations

College is a center for Online Entrance examinations of **Pondichery University**

College is a center for Online Entrance examinations of Cochin University of Science and Technology (**CUSAT**) University

College is a center for Online Entrance examinations of Indian Council for Agriculture Research (**ICAR**)

- **The Career Guidance Cell (CGC)** provides comprehensive services in the area of training, options regarding higher studies, internships for both undergraduate students and post-graduate students

No. of Student beneficiaries : 36

5.5. No. of students qualified these examinations

NET	<input type="text" value="11"/>	SET/SLET	<input type="text" value="8"/>	GATE	<input type="text" value="0"/>	CAT	<input type="text" value="0"/>
IAS/IPS etc.	<input type="text" value="0"/>	State PSC	<input type="text" value="6"/>	UPSC	<input type="text" value="0"/>	Others	<input type="text" value="3"/>

5.6. Details of student counseling and career guidance

Conducts career awareness and counseling programme on courses for higher studies timely. Tutorial and combined sessions are used as platform for counseling and career guidance.

No. of students benefitted: 440

The Academic Counselling Cell in the Mathematics Department make them aware of avenues for higher learning and College Career Guidance Cell give Training for General Exams.

5.7. **Details of campus placement**

On campus		Off Campus	
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
NIL	Nil	3	3

5.8. **Details of gender sensitization programmes**

The Centre for Women’s Studies has organized various seminars and workshops on Women & Identity, Empowerment of women in Higher Education, Violence against Women- Vulnerabilities and Strategies, Self-defense for Women.

5.9. **Students Activities**

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10. **Scholarships and Financial Support**

	Number of students	Amount
Financial support from institution	-	-
Financial support from government	428	2397250
Financial support from other sources	10	15000
Number of students who received International/ National recognitions	Nil	Nil

5.11. **Student organized / initiatives**

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12. No. of social initiatives undertaken by the students

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

One of the girl's bathrooms were renovated with more facilities with the financial support of Parent Teachers Association.

Criterion – VI

6. Governance, Leadership and Management

6.1. State the Vision and Mission of the institution

Vision:

Educating the mind in the pursuit of truth

Mission:

- *Mould the youth into responsible citizens of tomorrow*
- *Help students gain unswerving confidence in themselves and faith in virtuous thought*
- *Help develop a humane outlook and a strong civic sense*
- *Help think clearly and critically and communicate effectively*
- *Help develop an understanding of the unity of all knowledge including the religious.*
- *Help develop a global vision.*
- *Help promote a liberal social outlook and ethical view of progress and evolve an enriched inner life.*

6.2. Does the Institution have a management Information System?

Advanced software is used in the library and administrative sections of the college. Mobile apps that are being used by teachers and students is extended to parents also.

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

- Curriculum Development
Since the curriculum and the syllabus are designed by the university, the college has no freedom to restructure the curriculum.
- Teaching and Learning
 - *Set up a department seminar hall for English department apart from the common seminar hall with LCD projectors and audio systems to support a better learning environment.*
 - *ICT tools were effectively used in all departments.*
 - *Peer tutoring system is introduced to develop interpersonal professional, and cognitive skills of students to a higher level*
 - *The ‘ACM students Chapter’ that is being operational under the Computer Science department is re-organised to make it more effective. Chapter in association with*

IEDC conducts various programmes for inculcating research mentality among students and teachers. The research form at the English department was begun with a view as to get teachers as academicians to renew perspectives on knowledge. The forum conducts at least a lecture each month with scholars in the field talking on philosophers and had four talks so far.

- *Online Courses that is already introduced in the college is made more effective by creating 'Online Courses Directorate'. Students are encouraged to enrol in at least one course in a year. Majority of the 'Online Courses' are from Swayam (by UGC), MIT, IIT Madras and Coursera.*
- **Examination and Evaluation**

Internal examinations were restructured with a centralized examination and a department level examination in each semester. After each examination department level parents meetings were called and results were analyzed in the presence of parents and proper instructions were given to students and parents.
- *As part of the quality policy, IQAC has given instructions to all HODs to include more research level topics for their Seminars, Assignments and Project works to inculcate a research mind among the student community.*
- **Library, ICT and physical infrastructure / instrumentation**
 - *Digital Library has been upgraded by the new version of Greenstone Digital Library Software.*
 - *654 books have been added during this academic year with a cost of Rs. 409474*
 - *Kerala Start up Mission (KSUM) has sanctioned an 'Innovation and Entrepreneurship Development Cell' (IEDC) to the college on 05-1-2015. Various programmes are being organized to inculcate research and entrepreneurship culture among students. V.K. Muneer, Assistant Professor, department of Computer Science is the coordinator of IEDC.*
 - *Smart Lab – To inculcate research and innovations in the field of computing, a smart lab is setup under the Department of Computer Science. Various applications and projects are under way. This could be converted into a commercial technology lab, if we get funding for the expansion. Habeeb. P, Assistant Professor, Department of Vocation programmes, is the coordinator of the lab.*

- *Ladies bathroom and toilet facility have been renovated using fund from Parent Teachers Association.*
- *The construction of a National Level Indoor stadium with the financial aid from UGC is almost over.*
- **Human Resource Management**
 - *An Environmental awareness trip for the teaching and non-teaching staff of the college was organized by the staff club on 12th November 2017 to Wynad Wild Life Sanctuary. Classes were arranged by the Forest department on the importance of Western Ghats and forests in Kerala.*
 - *Advanced Computer literacy programme was conducted for Non-teaching staff using own resources.*
- **Faculty and Staff recruitment**

No new permanent appointment made during this period. However, guest faculties were appointed to fill the gap of the relieved teacher during this year. Guest faculties were appointed in vacancies aroused due to the resignation of existing guest faculties.
- **Industry Interaction / Collaboration**

A MoU between MeshiLogic and MediaOne broadcasting corporation already exists for fulfilling the criteria for B.Voc Software Technology and B.Voc Broadcast Journalism
- **Admission of Students**

The admission process was completed as per existing University guidelines.

6.4. Welfare schemes for

- A. Teaching : *NIL*
- B. Non-teaching : *NIL*
- C. Students : *Kanivu-Student Aid Fund*

6.5. Total corpus fund generated : *3 Lakh*

6.6. Whether annual financial audit has been done : *Yes*

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
<i>Academic</i>	<i>No</i>	<i>-</i>	<i>Yes</i>	<i>IQAC</i>

<i>Administrative</i>	<i>No</i>	-	<i>Yes</i>	<i>Management</i>
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6.8. Do the University/ Autonomous College declare results within 30 days?

For UG Programmes : *No*

For PG Programmes : *No*

6.9. What efforts are made by the University/ Autonomous College for Examination Reforms? : *NA*

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

6.11. Activities and support from the Alumni Association

- A. *Scholarships were given to economically weak students*
- B. *Scholarly Programmes were arranged with the financial support of Alumni Association. The focal theme of this year programme was 'Technology based Innovation'.*
- C. *Awareness classes for Final year students were arranged with Alumni members as resource persons.*

6.12. Activities and support from the Parent – Teacher Association

- A. *Financed for setting up the maintenance of infrastructure facilities*
- B. *Financial aid was given to the student participants in the University level competitions/programmes*
- C. *Financial aid to renovate the lady's toilets*
- D. *Financial aids were provided to meet the expenses of refreshment/food given to sports & games camp participants*

6.13. Development programmes for support staff

- A. *An awareness programme was organized for the financial literacy for Non-Teaching Staff by Mr. Fayaz, Assistant Professor, department of Commerce*
- B. *A workshop had been arranged on latest IT tools useful for office works.*

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

- A. *Eco-club members comprising of students and teachers are actively participating in all green movement on the campus*
- B. *The campus is declared as a plastic free campus.*
- C. *Saplings of fruit-giving trees were planted in the western side of the campus*
- D. *Saplings of shade-giving trees were planted throughout the campus and nearby areas.*

E. College has setup a Poly house with the financial help from the Kerala Agricultural Department in the year 2016-17. This is being used to sensitize the students of the importance of Bio farming and 'good food'.

Criterion – VII

7. Innovations and Best Practices

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

- i) *Innovation and Entrepreneurship Development Cell (IEDC) funded and supported by the Kerala Start-up Mission which is the first and only Arts & Science College to have IED Cell, has organized many activities to help the people in distress during the recent flood in Kerala. Their project of making cheap power banks to be distributed to people in flood affected areas deserves special mention. They have also organized an Idea contest so as to collate ideas on rebuilding state.*
- ii) *Special programmes are conducted to encourage students in Organic farming. A poly house has been setup by the college for organic vegetable cultivation with the financial aid from Kerala Agricultural Department.*
- iii) *Sargavedi, a literary club under the department of the Malayalam, circulates Malayalam literary works-novels, stories and plays – for the paraplegia patients of the neighborhood. The books are kept with the users for 10 days and after it they are being given to other members. At present there are seventy-five users for this innovative programme.*
- iv) *Research Forum, under the department of English provides a platform to discuss and share new trends in English literature and to promote research works in English Literature.*
- v) *ACM (Association for Computing Machinery) students chapter has been started on the campus to inculcate research culture in Computing for interested students especially in the field of Computer Science.*
- vi) *Majority of the College academic activities has been computerized. Online student feedback is taken from the students.*

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

- (i) *Bridge courses were arranged for the newly admitted students of all the departments.*
- (ii) *Food stuffs and medicines were provided to the needy people under the auspices of the Santwanam club.*
- (iii) *Homecare visits were carried out by the pain and palliative care unit volunteers periodically*
- (iv) *Expert lectures, Seminars and events conducted for the students.*

(v) *Women's forum conducted 2 awareness programmes and also organized a food fest. They also conducted a premarital workshop for select girls on the campus.*

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

(i) *The bridge course for the entrants.*

(ii) *'A House A year' project.*

(iii) *Students in Palliative Care*

Details are added as annexure-II

7.4. Contribution to environmental awareness / protection

(i) *Saplings of shade-giving trees were planted throughout the campus. A new club Bhoomitra Sena was constituted to create awareness among students about green practices.*

(ii) *Realizing the importance of sustainable development, many activities are undertaken to make the campus environmental friendly and students sensitive to ecological issues.*

(iii) *Solar panels are used as an alternative to conventional energy sources. WE use LED bulbs to minimise the use of electricity.*

(iv) *Constant effort to minimize plastic waste in the campus.*

(v) *An eco-club was formed in the college to create environmental awareness among the students.*

(vi) *Eco club organized several programmes such as planting of trees, cultivation of vegetables, awareness programmes for neighbours, special camps, documentary screening and field trips for students as part of the environment protection and awareness initiatives.*

7.5. Whether environmental audit was conducted?

Yes

No

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

Efforts of the college to uplift the rural community are among the strengths of the college. The college has ICT enabled classrooms and a dedicated, academically oriented and research-minded faculty. The faculty inspires students to apply for projects, summer courses, seminars, workshops and regular courses at various nationally and internationally reputed institutions.

The management committee that financially supports the developmental activities of the college strengthens the institutional structure. B.Voc courses in Broadcast Journalism and Software Technology sanctioned by the UGC, will definitely help the college to impart skill based education to the neighboring community. Two new Bvoc courses were also sanctioned by UGC last year. A Skill Development and Resource Centre for Women sponsored by the Kerala State IT Mission helps the college in their effort for the empowerment of women community. The funds for indoor stadium

sanctioned recently by the University Grants Commission will no doubt help the students in improving their skill in sports. At the same time the structure can temporarily be used to serve the purpose of an auditorium till a regular one is built.

Though the government has sanctioned two aided programmes M. Com and B.A. Economics in 2014, teaching posts for the same are not created so far. Therefore, the institution has been compelled to appoint temporary faculty with funding from the Management. This may effect quality, but we overcome these constraints with highly motivated crew of teachers. The college is also lacking in a separate library building and an auditorium.

The institution is situated in a rural area; the students hail from economically and academically challenged environments and therefore a proper academic orientation becomes imperative. The delay in conducting the End Semester Examinations by the University is a major hurdle in planning student support activities.

Strength

- *Campus: Environment friendly campus.*
- *First IEDC unit in Arts and Science College*
- *E campus*
- *Kanivu, Santhwanam, house a year, pain and palliative*
- *Online TCS: The class-wise time table is uploaded before the commencement of the new session every semester. The Attendance and Internal Assessment marks are uploaded by teachers regularly as per schedule. Students can check their records regularly.*

Weakness:

- *Limited infrastructure facilities*

Opportunity:

- *MoU with industry*
- *Active alumni participation*
- *Add-on and value based courses*
- *Facilities to share the wealth of information and methodologies practiced at College with the world at large.*

Threats

- *Lack of adequate fund*

8. Plans of institution for next year

1. Commencement of new courses at UG level
2. More UGC funded skill oriented courses.
3. Student Exchange Programmes with other higher education institutions outside Kerala
4. Promotion of Social outreach programmes for students, other than NSS and Palliative care, focussed on education.
5. Automated feedback system
6. State level programmes under IED Cell
7. One or Two National level student's seminar.
8. More infrastructure facilities like new classrooms, Upgradation of Classrooms and a new state of the auditorium

C.A. Safeeqe

Signature of the coordinator, IQAC

Dr. Muhamed Ilyas. P

Signature of Chairman, IQAC

ANNEXURE I

The feedback system in the college works in various levels. The IQAC periodically gathers feedback from the stakeholders and acts on it . Regular feedback is taken from the students by the head of the department at the end of every semester and instructions to teachers are given to improve the teaching learning method. Besides this informal feedback from the students is taken by individual teacher. Feedback from the students by the manager is taken regularly and communicated to specific teachers. Feedbacks prove valuable in implementing UGC guidelines.

The class PTA meets twice after the first and second internal exams to evaluate the progress of the students. The tutors brief the parents on students' academic performance in the classes and internal examinations. The PTA executive meets twice every year evaluate curricular and extra-curricular progress and makes pertinent suggestions. Feedback from the parents and the students are elicited on teaching learning.

The Alumni meet every year and provide suggestions on infrastructure developments improving classroom facilities and introduction of new courses through the secretary of the alumni to the principal. All feedbacks from students, parents and the alumni are discussed in IQAC meetings.

ANNEXURE II

PRACTICE-1

1- BRIDGE COURSES AND NURTURE PROGRAMMES TO PREPARE STUDENTS IN A BROADER EDUCATIONAL FRAMEWORK

GOAL

In order to bridge the gap between the school system and the under graduate stream, the newly admitted students are given an orientation course in their respective subjects. This week long course apart from creating a general awareness in the recent advances in the subject also introduces them to the e-learning modes adopted in modern education. The aim is to make them research oriented and imbibe the spirit of lifelong learning

THE CONTENT

Unlike in the higher secondary schools where the students received a broad spectrum of knowledge, a deeper explorative facet of pedagogy has to be adopted in higher education. In order to orient the students in their respective fields of knowledge integrating the conventional methodologies and the restrictive curriculum, a timetable, followed in special format is adopted in a week long session of structured exercises. This is not easy as the curriculum in colleges is too heavy and the expectations are too high. Though in schools the present methodology promotes scientific thinking, there is no scope for that kind of stretched-out learning mode in higher education where very complex concepts need to be grasped within the limited time of the semester. The focus is to induce inquiry based learning attitudes in students.

ACTIVITIES

The five-day orientation programmes organized separately by various departments consists of group learning tutorials, conceptual discussions, group discussions, awareness classes on learning and memory techniques, web-assisted learning, inquiry-based learning etc. Each department has its own specialized programmes based on the nature of the course and the needs of the participants. For instance, in a science course the focus is on experiment and logic whereas in the humanities course the imaginative content is stressed on.

The focus of the physics and mathematics department in a week long course was to promote engaged learning. Topics like scope and excitement of physics and web-assisted learning were discussed with increased student participation. The commerce department organized programmes like meet the entrepreneur and introduction to basics of commerce and industry. A theatre workshop was organized, in the English department, as part of the orientation programme. This programme strengthened the view that theatre is a collaborative activity that can offer unique polyphonic counter education that proves an effective tool against commoditization of knowledge in the era of globalization. The foundation course is further supported by the study materials of high standard provided by each department.

Provide evidence of success such as performance against targets and benchmarks and review results. What do these results indicate?

- *The number of our students qualifying competitive examinations to renowned universities has increased in the last few years.*
- *There is marked improvement in the performance of the students in the end of their examinations in the last two years.*

The record of students' answer papers from the first semester internal exam is kept as record to gauge the improvement in students' skills through the years to the second internal in the sixth semester.

PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED

1. *As there is no provision for this foundation course in the syllabus, there is extra burden on the teachers*
2. *The admission process lagged due to change in University schedule so the schedule of the orientation programme also changed many times.*
3. *Many students changed their course programme even after the orientation programme.*
4. *Since the college is not an autonomous institution many of such innovative academic programmes are done solely on faculty initiative.*
5. *For these advanced programmes envisaged by the faculty 100% ICT enabled class rooms are essential. Moreover, there is no government post for network administrator in the college.*

2. 'A HOUSE A YEAR' PROGRAMME

A House a Year Programme is an innovative project taken up by the NSS unit of S.S. College, Areacode. After conducting a socio-economic survey, students find out the homeless in the locality. Out of that one family is chosen as the beneficiary of the scheme after consultation with the Ayalkoottam and other stake holders.

This project was begun in the year 2005 and is still going on. This year Smt. K.P. Satya was chosen for the seventh house under the scheme. Dr. K. Muhammed Basheer, Vice-Chancellor of the University of Calicut, handed over the key.

This programme is undertaken with an aim at making students more empathetic and socially responsible.

3. PALLIATIVE CARE: CARING FOR THE SICK AND OLD

GOAL

We aim at the spiritual, creative and intellectual growth of the young people who are our students, to help them confidently confront the globalized, corporate world.

THE CONTEXT

Students Initiative in Palliative Care (SIP) is a step in that direction. The devotion and commitment instilled in the young through caring for the sick and the elderly help in their

intellectual growth too. Knowledge acquired empirically open their intellect to highly specialized textual knowledge says studies on multiple intelligence.

ACTIVITIES

1. *The volunteers of SIP of our college are active and work round the clock to support and help those sick and in dire need of financial help. This year, they collected around 4 lakh rupees for the treatment of patients who suffered from cancer, kidney failure and other serious ailments. As they routinely do every year, they organized a day-care programme on 25 November 2017, the first one this year, with ten paraplegic patients.*
2. *The volunteers actively involve themselves in the activities of the Palliative Care Clinic, Areacode. This year the SIP Care members conducted an orientation Programme and a training Programme for the first year volunteers to create an awareness among the uninitiated first year students about the need and importance of palliative care initiatives.*

Provide evidence of success such as performance against targets and benchmarks and review results. What do these results indicate?

IAPC (Indian Association for Palliative Care-Kerala chapter) HAS IDENTIFIED THE Palliative care group as one of the best in the district as mentioned in their magazine called Swanthanam. The number of members of the community who have been supported by our students is increasing every year. The paraplegic patients are earning members of their family now. The consistent and continued monitoring of those patients who had attended and gained training in workshops make these exercises worthwhile.

PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED

- *The volunteers have to work within the busy schedule of their academic activities. The university syllabus is too heavy to incorporate such extracurricular activities since the introduction of the credit-based semester system in higher education stream.*
- *They should be provided with the technology to communicate and connect with the other volunteers.*

The unit works on the meager collection taken from the students by the volunteers through cards provided at the beginning of the year.