



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		SREE NARAYANA COLLEGE FOR WOMEN
Name of the head of the Institution		Dr. Nisha J.Tharayil
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		04742745644
Mobile no.		9447013374
Registered Email		sncollegeforwomen@gmail.com
Alternate Email		nishajohntharayil@gmail.com
Address		Sree Narayana College for Women, Kollam. 691001
City/Town		Kollam
State/UT		Kerala
Pincode		691001

<b>2. Institutional Status</b>																									
Affiliated / Constituent	Affiliated																								
Type of Institution	Women																								
Location	Urban																								
Financial Status	central																								
Name of the IQAC co-ordinator/Director	Dr. Harilekshmi V. S.																								
Phone no/Alternate Phone no.	04742745644																								
Mobile no.	9447993827																								
Registered Email	iqac@sncwkollam.org																								
Alternate Email	harilekshmivs@gmail.com																								
<b>3. Website Address</b>																									
Web-link of the AQAR: (Previous Academic Year)	<a href="http://sncwkollam.org/downloads/AOAR%2018-19.pdf">http://sncwkollam.org/downloads/AOAR%2018-19.pdf</a>																								
<b>4. Whether Academic Calendar prepared during the year</b>	Yes																								
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="http://sncwkollam.org/downloads/academic_calendar%202019-20.pdf">http://sncwkollam.org/downloads/academic_calendar%202019-20.pdf</a>																								
<b>5. Accrediation Details</b>																									
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>2</td> <td>B</td> <td>2.68</td> <td>2016</td> <td>19-Jan-2016</td> <td>18-Jan-2021</td> </tr> <tr> <td>1</td> <td>B+</td> <td>78</td> <td>2003</td> <td>01-Jan-2003</td> <td>31-Dec-2008</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	2	B	2.68	2016	19-Jan-2016	18-Jan-2021	1	B+	78	2003	01-Jan-2003	31-Dec-2008
Cycle	Grade	CGPA	Year of Accrediation	Validity																					
				Period From	Period To																				
2	B	2.68	2016	19-Jan-2016	18-Jan-2021																				
1	B+	78	2003	01-Jan-2003	31-Dec-2008																				
<b>6. Date of Establishment of IQAC</b>	07-Jan-2004																								
<b>7. Internal Quality Assurance System</b>																									
Quality initiatives by IQAC during the year for promoting quality culture																									
Item /Title of the quality initiative by IQAC	Date & Duration		Number of participants/ beneficiaries																						

NAAC sponsored National Seminar Challenges and Changes in AQAR and SSR preparation	19-Dec-2019 2	282
World Environment Day Celebrations	26-Jun-2019 2	252
PSC coaching classes	14-Aug-2019 270	150
Awareness Programme on Vigilant Youth - Tomorrow's Wealth	27-Aug-2019 1	2532
IT Orientation and Training Session for Teaching staff	27-Sep-2019 1	103
Invited Lecture on Human Rights	10-Dec-2019 1	240
National Seminar series PANLORE	29-Jan-2020 13	2672
Awareness Programme on Corona Virus	05-Feb-2020 1	2672
Value added course in Yoga	07-Feb-2020 15	35
Sanitizer Production	20-Mar-2020 7	11
<a href="#">View File</a>		

**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution	General Development Assistance	UGC	2019 1	2000000
Institution	FIST	DST	2019 5	5000000
Institution	Building, Equipment and Renovation	RUSA Kerala	2019 3	20000000
Institution	PD	State Government	2019 1	1000000
Institution	ASAP	State Government	2019 1	37910
Institution	SSP	State Government	2019 1	107000
Institution	WWS	State Government	2019 1	137600
Institution	NSS	State	2019	88000

		Government	1	
Institution	NCC	State Government	2019 1	190830
<a href="#">View File</a>				

<b>9. Whether composition of IQAC as per latest NAAC guidelines:</b>	Yes
Upload latest notification of formation of IQAC	<a href="#">View File</a>
<b>10. Number of IQAC meetings held during the year :</b>	5
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	<a href="#">View File</a>
<b>11. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No

<b>12. Significant contributions made by IQAC during the current year(maximum five bullets)</b>
Conducted an Induction programme for the first year UG and PG students to familiarise them with the various activities of the college.
Conducted IT Orientation and Training session for teaching staff to equip them with the recent developments in ICT.
Organised a multidisciplinary seminar series PANLORE 2020 and coordinated a total of 21 sessions from 29 January - 10 February 2020.
Organised NAAC Sponsored National Seminar on Challenges and Changes in AQAR and SSR preparation.
Organised several activities to promote the mental and physical health of the students, and to enhance artistic and cultural values and talents in them.

[View File](#)

<b>13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year</b>
--

Plan of Action	Achivements/Outcomes
Organise cleaning campaigns for creating awareness among the public.	Organised a Cleaning campaigns. Conducted a Pollution awareness

	<p>programme by NCC unit, conducted Road Shows 'Nukkad Natak' regarding the ill effects of noise pollution and Air pollution. As part of Swacch Bharath Programme, a 'Road Show' was organised to highlight the importance of cleanliness. Conducted Cleanliness rally and road cleaning in connection with Gandhi Jayanthi. NCC unit organised Kollam beach cleaning campaign. Participated in the procession to create awareness among the public about the importance of cleanliness as part of "Clean Kollam Project" by Kollam Municipal corporation.</p>
To conduct more agricultural activities within the campus.	<p>Done Vegetable farming and harvesting. Implemented Harithakeralam project; planted saplings in the college premises.</p>
Awareness programme on Entrepreneurship and skill development for students.	<p>Organised a Two-day skill development programme on "fabric painting, acrylic painting, tie &amp; dye, Batik printing, Ikkat work and Shibori work"; Awareness session on 'Earning by Caring Pets'; Organised Thwastra- an exhibition cum sale of home accessories made by students; Seminar on Passionpreneur Culture: Exploring New Horizons in Career Prospects; Organised an Art Exhibition cum sale of handicrafts by students</p>
Introduction of standardized mechanism for reporting to IQAC.	<p>Implemented paperless communication system in order to adhere strictly to the green protocol followed in our college.</p>
To enhance the academic performance of students in university examinations	<p>Scholar Support Programme, Remedial Coaching conducted invited lectures, class seminars.</p>
Equip students to attend competitive examinations	<p>Offering PSC Coaching classes and NET coaching.</p>
Provide ICT and elearning platforms to teachers and students	<p>Organized IT Orientation and Training Session for Teaching staff. Introduced and implemented various ICT tools and online method of teaching and learning.</p>
Programs that promote the reduction of lifestyle diseases among youth.	<p>Organised seminar on "Thyroid its Related Diseases." Prepared and distributed the Traditional 'Karkidaka Kanji' (Medicinal Porridge) as part of the awareness programme on the importance of Medicinal Porridge for health. Organised seminar on 'Youth and Wellbeing'. • Organized Yoga for Wellness and Health. Organised Workshop on 'Stress Management among Students'.</p>

Extension activity including public in collaboration with Health department, Govt of Kerala in Vector control sector	Conducted Seminar and survey on 'Mosquito Source Reduction' jointly organised by the Dept. of Zoology Community Health Club in association with District Medical Office. Organised an Awareness Session on Malaria by the Health Club in association with District Medical Office.
Ensure clean and green campus, and to encourage students to carry ecofriendly values to the society.	The first institution in Kollam district to be declared as plastic free campus. College strictly follows green protocol.
<a href="#">View File</a>	

<b>14. Whether AQAR was placed before statutory body ?</b>	Yes				
<table border="1" style="width: 100%;"> <thead> <tr> <th style="width: 50%;">Name of Statutory Body</th> <th style="width: 50%;">Meeting Date</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">College council</td> <td style="text-align: center;">19-Aug-2020</td> </tr> </tbody> </table>		Name of Statutory Body	Meeting Date	College council	19-Aug-2020
Name of Statutory Body	Meeting Date				
College council	19-Aug-2020				
<b>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</b>	No				
<b>16. Whether institutional data submitted to AISHE:</b>	Yes				
Year of Submission	2020				
Date of Submission	27-Feb-2020				
<b>17. Does the Institution have Management Information System ?</b>	No				

## Part B

### **CRITERION I – CURRICULAR ASPECTS**

#### **1.1 – Curriculum Planning and Implementation**

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The Sree Narayana College For Women a synonym for excellence in higher education endeavours to mould a humane, intellectually accomplished, morally awakened and socially committed set of young women. This is achieved through the effective implementation, frequent monitoring and evaluation of the prescribed University curriculum to which the College strictly adheres. At the start of the academic year, the College Council convened by the Principal discuss the methods of implementing the curriculum and ensures that the stated objectives of the curriculum are well achieved in the course of implementation. The Departments also have internal arrangements for workload allocation, evaluation of mid-semester teaching progress, moderation of internal assessment

and reviewing student performance. Teachers are encouraged to use innovative and improved teaching learning methods to effectively impart the curriculum.

College and department level monitoring committees regularly monitor the qualitative aspects of the implementation of the curriculum. The Tutorials, continuous assessment and mentor-mentee interactions are used to identify students with learning disabilities. Classes lost due to unforeseen events and unexpected holidays are compensated by the faculty through special classes. The

College, in keeping with its objective of providing an inclusive quality education provides remedial teaching and counselling to the underprivileged. Every student receives adequate support through remedial courses to help her to catch up. Quality of teaching learning is not restricted only to the classrooms

but include a range of enrichment activities. Invited talks, lectures, regional, national and international seminars by eminent personalities are organised frequently which provides an opportunity for students to interact and to update their knowledge in various disciplines. Extra-classroom enrichment

events like study tours and field trips are also organised frequently. A large number of students participate in the National Service Scheme (NSS), the National Cadet Corps (NCC) and the various clubs functioning in the college.

These activities enable the students to develop competence in and awareness of issues such as, gender, climate and environmental issues and human rights.

These activities help in nurturing talent and developing a sense of social responsibility, soft skills and leadership qualities. The IQAC of our college spearheads in maintaining this momentum of quality consciousness and consistently strives to attain quality benchmarks in terms of the performance of our college in academic and non-academic domains.

#### 1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Certificate Course in Tally (in association with the Tally certified training partner 'Cyberia Cyber Campus')	Nil	09/12/2019	1	Employability	Electronic accounting
Capacity Building in IT for Girls (A Kerala State IT Mission initiative)	Nil	01/07/2019	180	Employability	IT skill development

### 1.2 – Academic Flexibility

#### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	Nil	Nil
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	Nil	Nil

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	55	Nil

### 1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Yoga Training for Girls	07/02/2020	35
Karate- Self Defense Training for Girls	05/08/2019	26
Sree Narayana Studies	01/07/2019	32
Baking Class for students and teachers	14/10/2019	25
Cloth Bag Making Tutorial	26/02/2020	60
Mushroom Cultivation	21/10/2019	50
<a href="#">View File</a>		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	HomeScience	48
BSc	HomeScience	48
BSc	HomeScience	48
BSc	HomeScience	48
BSc	Botany	11
BCom	Commerce	11
BSc	HomeScience	5
BSc	HomeScience	2
BSc	Physics	1
BSc	Zoology	20
<a href="#">View File</a>		

### 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes



Parents

Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?  
(maximum 500 words)

#### Feedback Obtained

We strongly hold the conviction that feedbacks have an effective and positive influence in the overall growth and development of our institution. In what claims to be a move to enhance the quality of teaching and learning process, our college has consistently maintained a feedback system all throughout our evolution and advancement. By identifying the strengths and weaknesses, we seek to attain the accountability and integrity of our stakeholders. We take feedbacks annually from all our stakeholders who include students, teachers, parents and our expanding alumni. We appreciate the earnest suggestions and concerns that they give in which are highly important for improving the quality of services rendered by our institution. The feedback mechanism employed in our college operates at different levels. Since the students are the primary stakeholders in the context of education, their take holds the prime importance. The first level of the mechanism initiates with the various class tutors collecting feedbacks from the students. The students will be given forms to record their impressions, without revealing their identity. This enables them to voice their opinions quite sincerely about the teaching - learning environment provided in the college. The collected feedbacks are handed over to the Heads of the departments who then scrutinizes and evaluates the same. A departmental meeting will be convened by the Heads to discuss on the feedbacks obtained. A consolidated report along with the departmental meeting minutes will be submitted to the Principal by the respective Heads of the departments. The Principal evaluates the reports and convenes a meeting with all the teachers for discussing matters of importance related to the feedbacks obtained. Teachers being the main actors in achieving academic improvement and better student performance, a faculty feedback is also collected by the Principal annually to assess the performance of students, general attendance, opportunities for professional development, research activity etc., and corrective action is taken for improving the overall quality in all domains. A separate meeting of the Principal and non-teaching staff will also be conducted to discuss and improve the quality quotient of our institution. Thirdly, feedback is collected from parents annually regarding institutional practices and processes and we take into account parental concerns about the quality of education that their children receive. The feedback from parents will be collected by the tutors concerned and the reports shall be submitted to the Heads of the department. The Heads, after evaluation of the feedback report shall submit it to the Principal. Apart from this a general body meeting of the parents and teachers will also be organized annually where parents can express their opinions about the working procedure of the college. The feedback from alumni is obtained with the help of the Alumni Association in our college. By following a strong feedback mechanism, we intend to keep up the standards and also strive to reach, meet and exceed the quality parameters proposed.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	English	70	5196	70
BA	Malayalam	60	3142	74
BA	Hindi	50	1167	57

BA	History	75	2831	82
BA	Economics	130	3084	140
BA	Music	24	185	14
BCom	Commerce	40	2724	63
BSc	Mathematics	60	1626	53
BSc	Physics	55	2093	52
BSc	Chemistry	55	2852	51
<a href="#">View File</a>				

## 2.2 – Catering to Student Diversity

### 2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	2548	65	100	Nil	35

## 2.3 – Teaching - Learning Process

### 2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
100	100	5	12	12	13

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

### 2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The college has a well defined mentoring system which aims at bringing out the best in every student. A group of 20 to 25 students are allotted a faculty mentor at the beginning of each academic session and the same person continues as mentor for all three years of their UG programme, except in very rare situations. As an initiation to the mentoring programme the students are given a detailed proforma, which they fill and submit to their personal mentor. The proforma is divided into different sections like personal, academic and others which serves as a pointer/guide to the mentor in understanding the students' personality and academic abilities. This helps the mentor to measure the needs of the student and device a methodology for catering to the strengths and weaknesses of students. It includes contact details of parents or guardian in case of emergencies, grades received in secondary examination, involvement in extracurricular activities, awards and prizes received by the students etc. This serves as a guide for the mentor to analyse the potential of students at the very first glance.

The contact number of the mentor is also given to the mentee with the assurance that they can contact the mentor at difficult times. As the college have students from varied backgrounds, the mentoring system aims at catering to the needs of all students alike. The mentor also creates peer groups among students where the students can freely express their views and concerns. Students who miss classes on frequent basis like those involved in sports, National Cadet Corps, National Service Scheme etc are given additional support by way of engaging them with the peers to collect missed notes and reading materials. On the request of such students, special classes are provided to them after or before college hours. In addition to this basic format, the college also follows higher education initiatives like Walk With a Scholar (WWS) where the mentor is a 'Guide' and 'Friend' who guides the mentee to develop both personally and professionally. The Scholar Support Programmes (SSP) for support to students who are academically weak and Additional Skill Acquisition Programme (ASAP) for selected students to acquire communication skills, IT skills and skills in industry and service sector is also active in the college with the help of the mentoring system. The college also has other

mentoring programmes like Remedial coaching, counselling, grievance redressal cell and tutorial system functioning in the college. The mentoring system also helps to identify students who are interested to train for competitive exams like PSC, UPSC, NET, SET, JAM, JEST Banking Recruitment Board etc and provide them support under the aegis of Entry into Service Programme of the college.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2548	100	1:25

## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
10	10	1	Nil	37

### 2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2020	Archana S.R	Assistant Professor	IASc-INSA-NASI Summer Research Fellowship,2020

[View File](#)

## 2.5 – Evaluation Process and Reforms

### 2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BCom	Commerce	6	29/05/2020	27/08/2020
BA	Arts	6	29/05/2020	27/08/2020
BSc	Science	6	29/05/2020	27/08/2020

No file uploaded.

### 2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The college is affiliated to the University of Kerala and hence follow the scheme and structure of continuous evaluation, as stipulated by the University. The under graduate courses consist of six semesters and there are three criteria for internal evaluation of students in each semester. This includes a model test paper of 10 marks, an assignment of 5 marks and attendance of 5 marks, totaling to 20 marks for each paper of each semester. Only those students who get a minimum of 75 percent attendance will be allowed to appear for the end semester examination. For the PG courses of four semesters, there are 4 criteria for internal evaluation of students namely, a model test paper of 10 marks, attendance of 5 marks, assignment of 5 marks and a seminar of 5 marks, totalling to 25 marks for each paper of each semester. Only those students who get a minimum of 75 percent attendance will be allowed to appear for the end semester examination.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

We strictly follow the Academic Calendar proposed by the University of Kerala and same is attached in 2.5.1

## 2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://sncwkollam.org/downloads/Result%202019-20.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
130	BA	English	68	60	88.24
115	BA	Malayalam	69	53	76.81
125	BA	Hindi	51	48	94.12
140	BA	History	68	62	91.18
150	BA	Economics	144	101	70.14
205	BSc	Geography	16	15	93.75
159	BCom	Commerce	52	48	92.3
255	BSc	HomeScience	50	41	82
250	BSc	Zoology	52	40	76.92
245	BSc	Botany	61	45	73.77

[View File](#)

## 2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<http://sncwkollam.org/downloads/Student%20Satisfaction%20Survey%20and%20Feedback.pdf>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	0	Nil	Nil	Nil

No file uploaded.

### 3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
---------------------------	-------------------	------

Youth and Well-being	Home Science	01/10/2019
Human Rights Issues and Challenges in India	History	10/12/2019
passionpreneur culture : exploring new horizons in career prospects	Commerce	06/02/2020
Patient Explicator Series: Theory and Practice of Deconstruction	English	02/03/2020
Mosquito Source Reduction	Zoology	12/07/2019
Problems of Women depicted in Contemporary Hindi Literature	Hindi	22/08/2019
Shakunthala and the Female Cast in Asans works	Malayalam	30/08/2019
Smart Materials and Analytical Techniques	Chemistry	03/09/2019
The Significance of Mathematical Tools in Economics	Economics	18/09/2019
IT Orientation and Training Session for Teaching staff	IQAC	27/09/2019
Yoga for Wellness and Health	Physical Education	07/02/2020
Basic Taxonomy: the Basis of Biodiversity	Botany	05/02/2020

### 3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
IASC-INSA-NASI Summer Research Fellowship, 2020	Dr. Archana S.R	Indian Academy of Sciences, Bangalore	12/03/2020	Individual
<a href="#">View File</a>				

### 3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
1	Mushroom Cultivation	Botany	Mushroom Cultivation	Self	06/06/2019
No file uploaded.					

## 3.3 – Research Publications and Awards

### 3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	4	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
Chemistry	5
Physics	2

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	History	1	5
International	Home Science	7	5.6
International	Chemistry	26	6.1
International	Malayalam	1	5.4
International	IMB	1	5.6
International	Zoology	3	5.3

No file uploaded.

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Music	1
Botany	1
Chemistry	2
HomeScience	5

[View File](#)

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Review - Review on the Progress in Electrochemical Detection of Morphine Based on Different Modified Electrodes	Dr Poornima Vijayan	Journal of the Electrochemical Society	2020	2	Sree Narayana College for Women	2
Silane-functionalized Al <sub>2</sub> O <sub>3</sub> -modified polyurethane powder	Dr Poornima Vijayan	Journal of Applied Polymer Science	2020	1	Sree Narayana College for Women	1

coatings: Nonisothermal degradation kinetics and mechanistic insights						
Crystal plane effect on antioxidant efficacy of nanocerium synthesized with assistance of DNA	Dr Nisha J Tharayil	Journal of Physics and Chemistry of Solids	2020	1	Sree Narayana College for Women	1
DNA-assisted synthesis of nanocerium, its size dependent structural and optical properties for optoelectronic applications	Dr Nisha J Tharayil	Bulletin of Materials Science	2020	2	Sree Narayana College for Women	2
An Electrochemical Sensor based on Electrodeposited CTAB Film on Glassy Carbon Electrode for Detection of Morphine	Dr Chithra PG	Asian Journal of Chemistry	2020	1	Sree Narayana College for Women	1
<a href="#">View File</a>						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Review -	Dr	Journal	2020	15	2	Sree

Review on the Progress in Electrochemical Detection of Morphine Based on Different Modified Electrodes	Poornima Vijayan	of the Electrochemical Society				Narayana College for Women
Silane-functionalized Al <sub>2</sub> O <sub>3</sub> -modified polyurethane powder coatings: Nonisothermal degradation kinetics and mechanistic insights	Dr Poornima Vijayan	Journal of Applied Polymer Science	2020	15	1	Sree Narayana College for Women
Crystal plane effect on antioxidant efficacy of nanoceria synthesized with assistance of DNA	Dr Nisha J Tharayil	Journal of Physics and Chemistry of Solids	2020	4	2	Sree Narayana College for Women
DNA-assisted synthesis of nanoceria, its size dependent structural and optical properties for optoelectronic applications	Dr Nisha J Tharayil	Bulletin of Materials Science	2020	4	1	Sree Narayana College for Women
An Electrochemical Sensor based on E	Dr Chithra PG	Asian Journal of Chemistry	2020	3	1	Sree Narayana College for Women



lectrodeposited CTAB Film on Glassy Carbon Electrode for Detection of Morphine					
--	--	--	--	--	--

[View File](#)

### 3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	66	160	105	10
Presented papers	20	74	16	13
Resource persons	Nil	6	Nil	Nil

No file uploaded.

### 3.4 – Extension Activities

#### 3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Intercollegiate Weight Lifting Championship 2019-20	Sports Club	2	100
Intercollegiate Kabaddi Championship 2019-20	Sports Club	2	150

[View File](#)

#### 3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Athletics	GV Raja Award	Govt of Kerala	1
Skating	America book of records, Official world record, Universal world record forum	International Awards	1
Kabaddi	Khelo India Scholarship	National	1

[View File](#)

#### 3.4.3 – Students participating in extension activities with Government Organisations, Non-Government

Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swachh Bharat	Kollam Municipal Corporation	Road show, Cleaning campaign	4	40
Survey	DMO, Kollam	Mosquito Source Reduction	6	60
No file uploaded.				

### 3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Research collaboration between Dept of English and Malayalam	Dr. Harilekshmi VS and Dr. Bijoy M	College	3
Research collaboration between Dept of English and History	Aswathy ChandraBhanu and Lalini.M	College	4
Research collaboration between Dept of Physics and Zoology	Dr. Nisha J Tharayil and Dr. S Usha	College	2
Research collaboration between Dept of Economics and Commerce	Dr Aparna Das and Berny B Raj	College	2
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Project	Disaster Management Planning	Bhoothakulam panchayth	17/03/2020	18/03/2020	15
Project, Fieldwork	Open Street Mapping ( Map Marathon programme of Kerala)	Kerala State IT Mission	12/02/2020	13/02/2020	50

Internship	Front office Management	Five Star Hotels	10/12/2019	10/01/2020	52
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Nil	Nil	Nil	Nil
No file uploaded.			

## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
3250000	3250000
2000000	2000000
1300000	1300000
260000	260000
10000000	0

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Video Centre	Existing
Classrooms with Wi-Fi OR LAN	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Class rooms	Existing
Campus Area	Existing
<a href="#">View File</a>	

### 4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
LIBSOFT	Fully	4.1	2001

4.2.2 – Library Services

Library	Existing	Newly Added	Total
---------	----------	-------------	-------

Service Type						
Text Books	60971	9718006	149	45358	61120	9763364
<a href="#">View File</a>						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Devipriya D	Data Handling	Telegram	19/04/2020
Dr. Veena J	Poems	Telegram	18/04/2020
Berny B. Raj	Income Tax	Youtube	02/05/2020
Lalini M	Human Rights	Youtube	24/04/2020
No file uploaded.			

#### 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	83	2	2	1	1	8	16	150	15
Added	3	0	15	0	0	0	3	0	0
Total	86	2	17	1	1	8	19	150	15

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

150 MBPS/ GBPS
----------------

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
YouTube Videos	<a href="https://youtu.be/WDyLAKA7EaA">https://youtu.be/WDyLAKA7EaA</a>
Audio lectures	<a href="https://drive.google.com/file/d/1Y4aGEAYDkMheqrffFILrAuGNY3_HNImO/view?usp=sharing">https://drive.google.com/file/d/1Y4aGEAYDkMheqrffFILrAuGNY3_HNImO/view?usp=sharing</a>
Telegram	<a href="https://t.me/UoKS6Botany">@UoKS6Botany</a>
Powerpoint	<a href="https://drive.google.com/file/d/1tYfSYVBpK_YL9C0rJOVoUeRTuAfHvjtr/view?usp=sharing">https://drive.google.com/file/d/1tYfSYVBpK_YL9C0rJOVoUeRTuAfHvjtr/view?usp=sharing</a>

#### 4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities

819425

819425

570302

570302

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Sree Narayana College for Women has adequate physical facilities and infrastructure for the existing academic programmes and administrative functions and for co-curricular and extracurricular activities. Departments with well furnished class rooms, smart classroom, Library with internet facilities, Computer lab, Reprography centre, well furnished seminar hall and auditorium are available for students. The common facilities like auditoriums and seminar halls are utilized by booking in advance. The College auditorium is used for conducting all academic and cultural functions of the college. Well equipped seminar hall is used for organizing seminar ,conducting guest lectures, training, conferences, workshops, departmental association activities and other activities for faculty and students. Seminar hall is air conditioned. All departments have well equipped staff rooms for the faculty members with an atmosphere conducive for regular interaction with the students who come for counseling, guidance and clarifications. Internet facility is available in the staff rooms WiFi enabled for all the blocks. The students can access the internet in the library as well as the WiFi available in all the blocks. Apart from central library, PG and Research Department of Science has utility based library. All the laboratories possess licensed software, equipment and systems in a functioning condition. Each laboratory maintains a stock register with the details of the equipment available in the laboratory. . Each laboratory functions as per the schedule specified in the time table of the programme. The mechanic of the college do the regular maintenance of the equipment and the smooth conduct of the practical classes are ensured by teachers and lab assistance for improving the quality of learning experience. Access to the INFLIBNET, are available. Teaching materials prepared by the faculty members are shared with the students through email groups. Resources are shared across departments whenever needed. Considering the contact hours of each course, classroom and laboratory utilization time table is planned by the departments and effectively completed with the help of the lab technicians. All these facilities are as per the norms of the University of Kerala , our affiliating body. Students are motivated to collect resources related to their subject from the e sources to prepare their assignments, seminars and projects. To make the curriculum more application oriented , the students are taken for field trips, industrial visits, educational tours, etc. Hygienic rest rooms are available for girls . We have a well equipped gymnasium for the students and staff. A well maintained basketball court is available in the campus. A co-operative store for students and staff is functioning within the campus. A college hostel is functioning within the campus, which can accommodate 50 students. Hostel is maintained by management. A well established canteen is functioning in our college. Yoga training is given for students after class hours. Overall maintenance is done by PTA and management.

<https://www.sncwkollam.org/downloads/SNCW%20HANDBOOK%202019-20.pdf>

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Student Aid Fund	25	25000
Financial Support			

from Other Sources			
a) National	Nil	Nil	Nil
b) International	Nil	Nil	Nil
<a href="#">View File</a>			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
ASAP	02/06/2019	100	State Govt
Remedial Coaching	23/09/2019	200	UGC
Student Support Programme	12/06/2019	80	KSHEC
Walk With Scholar	12/06/2019	90	KSHEC
Capacity Building in It for Girls	17/06/2019	25	Kerala State IT Mission
No file uploaded.			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	PSC Coaching	150	150	21	7
2020	NET Coaching	60	60	11	4
2020	Career Counselling	60	60	25	8
No file uploaded.					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
Nil	Nil	Nil

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2020	40	BA	ENGLISH	Central Universities, University of Kerala, SN College,	MA, MBA, BEd
2020	26	BA	Economics	Govt Law College, Koshy Inst, Bengaluru, Uty of Kerala, Rajadhani inst. SNC Kollam, SNC Varkala, DB Sasthamkotta	MA, MBA, LLb, B.Ed
2020	22	BCom	Commerce	University of Kerala, SN College	M.Com, MBA, MA, ICW,CA
2020	27	BSc	Mathematics	Uty Kerala, TKM CAS, SNC Kollam	M.Sc, B.Ed, MBA
<a href="#">View File</a>					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	5
Any Other	15
<a href="#">View File</a>	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Intercollegiate Kabaddi Championship	State	14
Intercollegiate Weight Lifting Championship	State	9
<a href="#">View File</a>		

### 5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	G.V Raja	National	9	Nil	14017129001	Abigail Arokyanathan

2019	National	National	2	Nil	Nil	Akhila G
2019	National	National	2	Nil	Nil	Sreeleksi hmi LS
2019	National	National	2	Nil	Nil	Richie J Thomas
2019	Official World Record	International	1	Nil	Nil	KARISHMA ROSE IGNAIOUS

No file uploaded.

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The objective of the College Union is (a) to train the students of the college in the duties, responsibilities and rights of citizenship (b) to promote opportunities for the development of character, leadership efficiency, knowledge and spirit of service among students. The College Union organizes debates, seminars, workshops and such other functions. It encourages sports, arts and other cultural, educational and recreational activities that are incidental and conducive to the above objects. The executive committee of the College Union consists of Chairman, Vice-Chairman, General Secretary, Councillors of the University Union, Editor of the College Magazine, Arts Club Secretary and Secretary of Sports. The College Union Executive Committee formulates the general policy in consultation with the Student Council 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 association of clubs. The College Union shall endeavour to organise a student Centre to promote club activities like indoor games photographic club, hobby club and so on.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

For keeping up a warm and creative relationship with its former students the Alumni of the college was officially started in the year 2001 (Reg. No: KLM/TC/610/2015) with Prof. M.R Saraswathi as the President. Former Students Association (FSA) of Sree Narayana College for Women is very active in the campus with strength of more than 500 life members. The FSA plays an active role in all the endeavours of the college. The association has instituted yearly cash awards for meritorious students in each subject. The association also give cash prizes to students who excel in sports and art. Free uniforms, mid- day meals and books are contributed by the FSA to the indigent students. Onam and New Year celebrations are conducted to offer a platform for the former students from various walks of life to come together. The Alumni Association of this prestigious institution functions with the principal of the college as the patron. The office bearers for the year 2019-20 are Dr. Anirudhan K as Patron, Dr. Seetha Thankappan as President, Prof. Leela Mary Koshy as Vice President, Ms. Jayalekshmi S as the Secretary, Dr. Selsa S and Smt. Nishida Sikhandar as Joint Secretaries and Dr. Rani P as the treasurer. There is an advisory head and an elected executive committee of thirty member.

5.4.2 – No. of enrolled Alumni:

621

5.4.3 – Alumni contribution during the year (in Rupees) :



30000

5.4.4 – Meetings/activities organized by Alumni Association :

Merit Day: Merit awards were distributed to 24 outstanding students from various disciplines. Distribution of mobile phones for economically backward students in order to equip them for online learning. Various competitions for students like elocution competitions were organised. Flood relief activities. Mid day meal for financially backward students.

## CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

All academic and administrative activities and functions of the college are grouped into eight categories: 1. Academics along with e-learning platforms 2. Sports 3. Extracurricular activities 4. Cleanliness of the campus 5. Administration 6. Infrastructure development 7. Hostel management 8. Library enhancement by introducing more software. For each category, various committees, consisting of both teaching and non-teaching staff, are constituted so that each and every faculty get an opportunity to play a vital role in the proper functioning of the college.

6.1.2 – Does the institution have a Management Information System (MIS)?

No

### 6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	The university follows an online centralized admission pattern. Eligibility for admissions and reservations for various degree programmes are according to the rules framed by the university from time to time. The university publish rank list of the candidates based on merit and choice. The eligible candidates are categorized into general list, community list, sports list and management list {purely based on merit}. The admission process starts after publishing the first, second and third allotment. The candidates can secure their admission by remitting fee online and the university issue allotment memo to selected students. Students can take their admission in the college using this allotment memo. Candidates can also opt for temporary allotment in colleges up to third allotment. If any vacancy is reported after the allotment process the college can fill the vacant seats through spot admission procedure by adhering strictly to the rules of the

university. Every year the number of applications we receive exceeds more than thousands. Considering these overwhelming responses, the university sanctions additional marginal seats to our college every year.

Industry Interaction / Collaboration

Our various departments collaborate with government institutions to achieve the overall welfare of the society. The department of Zoology conjoin every year with the District Medical Office Kollam in organizing a mosquito Eradication Programme {survey on the types of mosquitoes} and also administer water quality checking from time to time. The department of physics and Zoology jointly collaborate for a research venture connecting nonmaterials with histopathology of organisms.

Human Resource Management

Our college is equipped with a team of more than 123 teaching staff and 35 nonteaching staff including guest lecturers, sweepers, security, night watchman and hostel staff who render their valuable service to the institution.

Research and Development

Our two departments Physics and chemistry are approved research centres under the University of Kerala. We have 5 research scholars enrolled who are availing university fellowship. We have more than - publications every year in peer reviewed journals which covers almost all areas in the field of education. Many faculty members are approved guides and their scholars work in many reputed colleges.

Teaching and Learning

We extensively use e-learning platforms which create a robust learning experience anywhere, anytime and to anyone, offering traditional classroom characteristics like teacher-student interaction, QAs, discussions, games, collaborative projects, quizzes etc. We also create personalized learning experience to students through digital platforms. Google Classroom, kahoot, Google meet, Google forms and Zoom are widely used by teachers to enhance the learning experience of our students. Digital libraries are also substantially used to develop the horizon of knowledge.

Curriculum Development

All aspects related to the curriculum development is carried out by the

university and we follow the prescribed scheme and syllabus. There is no provision for curriculum development within our college. The university conducts workshops to revise the curriculum of undergraduate and postgraduate programmes in line with learning outcome- based model curriculum that has been proposed by the UGC. Many of our faculty serve as Board of Studies members of the University of kerala and other universities. They meet and discuss the merits and demerits of the ongoing syllabus and suggestions regarding changes are made according to the need of the hour which is often accepted during the syllabus revision process.

**Examination and Evaluation**

We pursue the exam pattern prescribed by the university. As per the specifications 20 of the total marks is allotted for the internal evaluation and 80 for the end semester assessment for undergraduate courses and 25 and 75 simultaneously for postgraduate courses. The continuous evaluation is based on four criteria such as attendance, assignment/seminar and test which is evaluated by the faculty of our college. After internal assessment, marks are uploaded to the university portal and hardcopies are send to the university. The end semester examination is conducted by the university and our faculty members participate in the centralized valuation process. Our college is a regular venue of centralized evaluation camps for the external examination conducted by the university. Teachers from various affiliated colleges participate in the evaluation process and we provide adequate amenities for the smooth conduct of the process. The result is published by the university after the successful completion of the evaluation. According to the university regulations our faculty have no freedom in reforming the existing exam pattern.

**Library, ICT and Physical Infrastructure / Instrumentation**

Our college library is a repertoire of books and resources which employs Open Access System. It is a key source of information for our teachers and students. It includes an inexhaustible collection of reference materials which cater to the literary and informative quest of our students, teachers and

research scholars. The total layout area of the library is 405 sqmts with a total seating capacity of 100. Special sections are maintained for each subject. Every year we add new books to our repository considering the current trends in the field of education . The funding for purchasing the books is available either from special funds allotted by UGC, DST-FIST, RUSA or from state government funds such as PD purchase programmes. A well-organized computer database and internet facilities are also available. At present there are 61127 books in the library. The college has been augmented several smart classrooms that foster a comprehensive strategy for digital education. Our smart rooms are fully equipped with laptops, smart boards, projectors and audio systems. Students, teachers and ministerial staff can avail the facilities of the fitness centre before and after college hours.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	Planning and development are carried out by an e-platform. The planning board meeting is convened throughout the day by taking account of its emergency, through online platform. The discussions and minutes are available at any time in the drive of college Google account. So that action can be initiated at any time /place.
Administration	From the top of the administrative level is Manager and Director of collegiate education, all files are received and send through e-mail only. Once a file is received in the college, its action is initiated through online. So that there is speedy action for all files and it helps in the smooth functioning of the college administration.
Finance and Accounts	With the help online e-grant facility, Public fund management system, Gain PF, Spark for online salary matters, Online admission portal by university and e-mail intimation from higher authorities, the finances account of the college are effectively handled.
Student Admission and Support	The university follows an online centralized admission pattern.

Eligibility for admissions and reservations for various degree programmes are according to the rules framed by the university from time to time. The university publish rank list of the candidates based on merit and choice. The eligible candidates are categorized into general list, community list, sports list and management list {purely based on merit}. The admission process starts after publishing the first, second and third allotment. The candidates can secure their admission by remitting fee online and the university issue allotment memo to selected students. Students can take their admission in the college using this allotment memo. Candidates can also opt for temporary allotment in colleges up to third allotment. If any vacancy is reported after the allotment process the college can fill the vacant seats through spot admission procedure by adhering strictly to the rules of the university. Every year the number of applications we receive exceeds more than thousands. Considering these overwhelming responses the university sanctions additional marginal seats to our college every year.

**Examination**

We pursue the exam pattern prescribed by the university. As per the specifications 20 of the total marks is allotted for the internal evaluation and 80 for the end semester assessment for undergraduate courses and 25 and 75 simultaneously for postgraduate courses. The continuous evaluation is based on four criteria such as attendance, assignment/seminar and test which is evaluated by the faculty of our college. After internal assessment, marks are uploaded to the university portal and hardcopies are sending to the university. The end semester examination is conducted by the university and our faculty members participate in the centralized valuation process. Our college is a regular venue of centralized evaluation camps for the external examination conducted by the university. Teachers from various affiliated colleges participate in the evaluation process and we provide adequate amenities for the smooth conduct of the process. The result is published by the university

after the successful completion of the evaluation. According to the university regulations our faculty have no freedom in reforming the existing exam pattern.

### 6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2020	Nil	Nil	Nil	Nil
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	IT Orientation and Training Session	Office Administration	27/09/2019	27/09/2019	100	25
No file uploaded.						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher Course	15	03/06/2019	29/05/2020	14
Orientation Course	4	03/06/2019	29/05/2020	28
FDP	11	03/06/2019	29/05/2020	0
Short Term Course	1	03/06/2019	29/05/2020	6
No file uploaded.				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nil	Nil	5	5

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
----------	--------------	----------

GAIN PF, SLI, GIS, Mediclaim, Society for the welfare of staff

GAIN PF, SLI, GIS, Mediclaim, Society for the welfare of staff

Student Welfare Fund, Medical Aid Fund, E grants and KPCR to cover fees, and PTA

#### 6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The finance of our college is managed effectively under various heads. Each head maintains its own accounts either in Nationalized banks or in Government Treasury. All matters related to the funds are handled by the Chief Accountant of the college. We adhere to the rules and regulations of the financial control and systematically record each and every financial transaction in the college through Government cash book. The Chief Accountant keeps the details of the payments and receipts in the cash book on a daily basis. Finances are meticulously maintained and properly checked which is countersigned by the Principal. This guarantees transparency in every account and is utilized for the overall functioning and development of the college. The Audit Wing of the Deputy Director of Collegiate Education and the Accountant General of the Government of Kerala conduct external audit of the cash book. They will issue the audit reports and time-bound reply is provided by the institution. Since the beginning, these types of auditing have been pursued by our college and all reports related to the finances are readily available in the office. We ensure proper use of finance and resources in a manner which satisfies the University's requirements of accountability and internal control. This type of financial transactions and auditing is mandatory for any Aided colleges affiliated to the University of Kerala and aided by the Government of Kerala.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grants received in Rs.	Purpose
Management	660000	Infrastructure and Hostel
No file uploaded.		

6.4.3 – Total corpus fund generated

0

#### 6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	Yes	IQAC
Administrative	Yes	DCE, AG, Local Fund Agencies	Yes	IQAC, Management

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

1. Financial support for economically backward students. 2. Awards for meritorious performances in academic and nonacademic activities. 3. Provides essential amenities for the college and their maintenance.

6.5.3 – Development programmes for support staff (at least three)



1.IT orientation and training session for teachers.2. Orientation programme on Office Administration for non teaching staff. 3.Seminar on Challenges and Changes in AQAR and SSR preparation.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Enhancement of infrastructure 2. Development in the field of research 3. Introducing more skill oriented programmes.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Yes
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	PSC coaching for students	16/09/2019	14/08/2019	13/03/2020	80
<a href="#">View File</a>					

## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
World Womens day celebration - Powerpoint presentation competition	05/03/2020	05/03/2020	50	Nil
One day women empowerment seminar in association with Former students association	06/03/2020	06/03/2020	110	Nil
One day seminar - JAGRATHA SEMINAR - in association with State Women's commission & District Legal Service Authority	07/08/2019	07/08/2019	450	Nil



7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

1 Urja kiran : The awareness program of urja kiran indented to give wide publicity to the theme and equip the general public in practicing energy conservation and management tips.The target group for the program is the public.The program was funded by centre for Enviornment and Development and energy management Centre Kerala. 2.Energy auditing and green consulting : students from the departments of physics and Botany conducted Energy auditing and green consulting so as to reduce the carbon footprint. 3.Urben garden planning students are encouraged to do gardening using ecofriendly and sustainable measures. 4.organic waste Recycling: our campus utilizes biodegradable wastes such as food waste as plant fertilizers. 5. Green cleaning : Use ecofriendly products to clean the campus. 6.other energy sources : Alternative Energy sources such as solar panels were installed in the college. 7.College has completely banned the use of polythene bags in college campus,Efforts are on to reduce paper use by circulating notices in digital from like email, mobile messenger apps, social media platforms,etc 8. Conventional fluorescent tube lights in the college are replaced progressively by LED lamps. 9. Rain water harvesting structure is installed in the Library building.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	6
Ramp/Rails	Yes	6
Braille Software/facilities	Yes	Nil
Rest Rooms	Yes	6
Scribes for examination	Yes	4
Special skill development for differently abled students	Yes	2

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	8	03/06/2019	365	various	social	Nil
<a href="#">View File</a>							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Calendar and Handbook	06/11/2019	Every new batch is given a Diary with includes a Calendar and a

## 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
1. Celebration of "International Yoga day"	21/06/2019	21/06/2019	1500
2. International day against Drug abuse and illicit trafficking	26/06/2019	26/06/2019	1750
3. Celebration of World Environmental Day	05/06/2019	05/06/2019	400
4. National Level Mega Pollution awareness Programme	09/10/2019	10/10/2019	550
5. Flood Relief operations	13/08/2019	13/08/2019	225
6. Celebration of Republic Day	26/01/2020	26/01/2020	200
7. Work shop on "Youth and Well being"	01/10/2020	01/10/2020	400
Cleaning Programme on the occasion of Gandhi Jayanthi Programme	02/10/2020	02/10/2020	530
10. Human Rights Day Celebration	10/12/2020	10/12/2020	600
8. Seminar on "Air Pollution"	26/06/2019	27/06/2019	354

[View File](#)

## 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Turn off everything - Practicing energy conservation and management tips. Conventional fluorescent tube lights in the college are replaced progressively by LED lamps. 2. Sustainable energy generation - Solar panels were installed in the college premise. 3. Adheres to green protocol - Completely banned the use of polythene bags in college campus. Efforts are on to reduce paper use by circulating notices in digital forms like email, mobile messenger apps, social media platforms etc. 4. Reduce, reuse, recycle - Staff and students of the college no longer use disposable lunch packets instead we use re-usable stainless-steel lunch boxes. At the institutional level there is a total ban in the use of Styrofoam glasses and plates. We provide water purifiers and filters at highest standard to ensure the drinking water quality. Teachers encourage students for the minimal and effective use of chemicals, organic waste recycling and rainwater harvesting. 5. Contribution to environmental awareness- Conducted Energy auditing and green consulting so as to reduce carbon footprint. The 'Nature Club' conducts environmental awareness programs. 6. Trees are planted every year under the auspices of NSS. Medicinal plants are also grown in the campus. 7. Use power bars. 8. Ecofriendly initiative: Maximum

usage of recyclable eco-friendly products by staff and students of the college.

## 7.2 – Best Practices

### 7.2.1 – Describe at least two institutional best practices

1. Karuna- Sree Narayana College for women provides as many charitable works as possible. It ranges from supplying food to financially backward students of the college to providing aid in social support programs. All these activities are labelled under the head "Karuna" in our college. The Department of Chemistry provide lunch to poor home inmates every month. As per the daily needs of the students community, supply of lunch has been provided by many faculty in our college. It also includes offering activities in education, community planning and help to community residents freely and openly. An amount of Rs One lakh above has been collected by our faculty and handed over to the District collector. Many household supplies were collected by our students and has been distributed to flood relief camps in our area. Our faculty, Ms. Indu, Department of English introduced "Back to Home" programme to people suffering from flood and the college provided household accessories to persons going back home from flood relief camps. The principal in our college provided financial aid to needy students to pay the tuition fee. Many students were supplied with books and uniforms as the per the need. 2. Amrithavarshini - It is a social and community outreach programme. It includes the caring of the palliative care patients including offering them music therapy. A committee has been constituted by our principal who is a registered palliative caretaker in Kollam. The members regularly pay visit to the palliative patients especially the terminally ill patients in SSM hospital, Kollam and care for them. Music teachers in the committee provide melodious harmony for their well being. Many students from different departments are included in the committee who visit the hospital and interact with the inmates and present cultural activities. This creates an attitude care for the elderly and sick in younger generation. It also gives a meaningfulness in life for those patients. Our students attended palliative care awareness session in collaboration with DMO, Kollam on 24th august, 2019 at District T B Centre, Kollam Child care activities by students- Associated with childcare in S S M Hospital and DMO office, Kollam:- students and faculty provides awareness programmes, volunteering, counselling for final year students in our college to equip them with the knowledge to lead a better family life.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://www.sncwkollam.org/best.php>

## 7.3 – Institutional Distinctiveness

### 7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

To aid in flood relief camps, our students took initiatives in supplying materialistic thing and also offered manpower for the communities to get back to their homes. The activities are described under Karuna programme which is our best practice. By working together with other individuals, students learn to negotiate, communicate, manage conflict, and lead others. Taking part in these out-of-the-classroom activities helps students to understand the importance of critical thinking skills, time management, and academic and intellectual competence. Involvement in activities helps students mature socially by providing a setting for student interaction, relationship formation, and discussion. Working outside of the classroom with diverse groups of individuals allows for students to gain more self-confidence, autonomy, and appreciation for others differences and similarities.

Provide the weblink of the institution

<https://www.sncwkollam.org>

## 8.Future Plans of Actions for Next Academic Year

To apply and conduct NAAC Cycle-3 Accreditation. • To develop and refine the curriculum and facilities that we are offering at present • Provide support to very bright students whose families might not otherwise be able to afford an education • Carry out more of Webinars, Industrial and Educational Visits as part of the academic curriculum. • To enhance employability by introducing additional skill-based programmes. • To implement personality development programmes and pre-placement training programme for the students. • Teaching faculty and students will be encouraged to use latest technology for ensuring blended learning. • E-Learning will be implemented as supplementary teaching -Lecture notes will be uploaded. • 24/ 7 support will be made available to students by providing pre-recorded lectures in various online platforms • Installation of White boards, smart boards, and LCD projectors in every classroom. Well -equipped Conference Room, Examination Room, Computer Labs, Auditorium and Staff Rooms will be provided. • Peer Teaching -Learning will be implemented. • Remedial classes and diagnostic tests will be conducted for slow learners to improve the level of learning. • To encourage faculties to excel in publication of articles of international standards. • Faculty members will be encouraged to participate in research and consultancy services. • The college is planning to collaborate with various industries for conducting skill based vocational courses. • To introduce new courses at UG and PG levels in the emerging areas of technology. • Upgrading classrooms to e-classrooms using ICT tools. • Conduct workshops on the theme Blended Learning for all faculties. • To embrace technology and digital initiatives to further the development of skills and research and thereby providing students an access to lifelong learning. We shall aim to become a research institution and a leader in technology enabled teaching - learning. • To develop focused Centres of Excellence in areas with potentially large societal impact in alignment with our country's development goals. • To design and develop a multidimensional Research Innovation Ecosystem to nurture academia - industry collaboration. • To establish S N College for Women, Kollam as an ideal Research and Development Innovation Ecosystem of the university and to nurture start up culture among young entrepreneurs.