

SREE NARAYANA COLLEGE FOR WOMEN, KOLLAM



Annual Quality Assurance Report (AQAR)

2012-2013

The Annual Quality Assurance Report (AQAR) of the IQAC

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

Part – A

1. Details of the Institution

1.1 Name of the Institution

SREE NARAYANA COLLEGE FOR

1.2 Address Line 1

KOLLAM

Address Line 2

City/Town

KOLLAM

State

KERALA

Pin Code

691001

Institution e-mail address

sncollegeforwomen@gmail.com

Contact Nos.

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Name of the Head of the Institution:

Dr. SHERLY P. ANAND

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Dr. ANITHAKUMARY V.

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IQAC e-mail address:

iqacsncw@gmail.com

1.3 NAAC Track ID:

KLCOGN10208

1.4 Website address:

www.sncwkollam.org

Web-link of the AQAR:

<http://sncwkollam.org/main/NAAC/reports.asp>

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B+	78	2003	2008
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.6 Date of Establishment of IQAC :

DD/MM/YYYY

07/01/2004

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

2012-2013

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

- i. AQAR 2008-09 submitted to NAAC on 21-11-2011
- ii. AQAR 2009-10 submitted to NAAC on 21-11-2011
- iii. AQAR 2010-11 submitted to NAAC on 19-07-2014
- iv. AQAR 2011-12 submitted to NAAC on 01-08-2014

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

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

UNIVERSITY OF KERALA

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

Nil

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

7

2.2 No. of Administrative/Technical staff

2

2.3 No. of students

1

2.4 No. of Management representatives

1

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

0

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No. Faculty
Non-Teaching Staff Students Alumni Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

1. A state level seminar on "Legal Awareness".
2. An exhibition on "Women is in History"
3. In connection with Science day, a symposium on "Survival Strategies of Carnivorous Plants" was organized.

2.14 Significant Activities and contributions made by IQAC

1. Funded minor and major research projects were awarded.
2. Strengthened the placement cell.
3. "Amruthavarshini" was effectively implemented.
4. Upgraded the library facilities by adding more books including reference books.
5. IQAC has taken initiatives for maintaining computers and internet facilities of all departments.
6. Individual attention to each student through better parent teacher interaction and personal counselling of the needy Remedial coaching classes were effectively handled benefitting SC/ST/OBC students.
7. Many programs were conducted through NSS to strengthen the extension activities.
8. A skill enhancement women resource centre by KSITM was introduced and 9 computers were installed in the IT mission lab.
9. Library was upgraded by adding 363 texts books, 352 reference books and three journals.

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
To conduct more seminars and workshops	ICT enabled classroom for all departments achieved
Centralised laboratory facilities for science students	Submitted application for PG in English
Apply for more PG programmes	Infrastructural research facilities were enhanced by adding more instruments and computers
To enhance infrastructural research facilities	Library facilities were upgraded.
Upgrade library facilities	Submitted proposals for major and minor research projects.
Encourage the faculty members to engage in more research activities	

* Attach the Academic Calendar of the year as Annexure I.

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

AQAR report was placed in the College council for approval. It was subsequently approved by the college 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	1	Nil	Nil	Nil
PG	3	Nil	Nil	Nil
UG	14	Nil	Nil	Nil
PG Diploma	Nil	Nil	Nil	Nil
Advanced Diploma	Nil	Nil	Nil	Nil
Diploma	Nil	Nil	Nil	Nil
Certificate	2	Nil	Nil	Nil
Others	Nil	Nil	Nil	Nil
Total				
Interdisciplinary	Nil	Nil	Nil	Nil
Innovative	Nil	Nil	Nil	Nil

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

Pattern	Number of programmes
Semester	FDP in 14 UG courses and 3 PG courses
Trimester	Nil
Annual	Nil

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

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

**Please provide an analysis of the feedback in the Annexure*
See Annexure I and II

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

Syllabus of UG program was totally revised due to introduction of CBCSS first degree program two years back and certain corrections were added this 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
93	54	35	0	1

2.2 No. of permanent faculty with Ph.D.

30

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
18	1	-	2	-	-	-	-	18	3

2.4 No. of Guest and Visiting faculty and Temporary faculty

-

-

6

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	4	24	5
Presented papers	7	13	3
Resource Persons	0	2	1

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

As part of the technology upgradation teachers were given training to use interactive board.
Students were encouraged to do their presentations using LCD projectors.

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

194

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

Two internal exams in each semester and one end semester examination at the University level is followed for all UG and PG courses.

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

11

8

19

2.10 Average percentage of attendance of students

92

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A. ENGLISH	59	3.39	45.76	38.98	11.87	100
B.A. MALAYALAM	56	0	21.43	26.79	32.14	80.36
B.A. HINDI	46	0	54.35	45.65	0	100
B.A. ECONOMICS	131	6.11	39.69	26.72	5.34	77.86
B.A. HISTORY	71	8.45	35.2	42.25	0	85.9
B.A. MUSIC	13	0	38.46	61.54	0	100
B.COM	52	14	67	13	0	94
B.SC. PHYSICS	39	0	64	18	5	87

M.SC PHYSICS	11	0	91	0	0	91
B.SC. CHEMISTRY	47	31.91	53.19	4.26	0	89.36
B.Sc. BIOCHEMISTRY	23	65.22	34.78	0	0	100
B.SC MATHS	56	41.07	44.64	10.71	0	96.42
B.SC. BOTANY	53	1.9	52.8	34	0	88.7
B.SC. ZOOLOGY	46	26.08	34.78	19.57	10.87	91.30
B.SC. HOME SCIENCE	38	2.63	44.74	26.32	5.26	79
M.SC HOME SCIENCE	3	0	100	0	0	100

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

IQAC is keen to impart quality education to our institution in all respects. The teaching learning programme is strictly monitored and implemented with proper planning. The extension activities as well as other best practices were implemented with great care that our institution upholds its social commitment. We give emphasis to value added education also as envisaged by "Guru". 'Sree Narayana Study Centre' functioning in the college takes initiatives in this aspect.

1. The college has developed a comprehensive evaluation programme to collect data from teachers at the end of each semester. Heads of Departments will collect a teaching plan from the staff members of the respective Department, a copy of which was submitted to the Principal also.

2. At the end of the academic year/semester the principal will audit the report submitted by the Head of the Department and Teacher. This helps to evaluate and improve the quality of teaching.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	25
UGC – Faculty Improvement Programme	5
HRD programmes	0
Orientation programmes	7
Faculty exchange programme	0
Staff training conducted by the university	2
Staff training conducted by other institutions	1
Summer / Winter schools, Workshops, etc.	8
Others	2

2.14 Details of Administrative and Technical staff

Category	Number of Permanent	Number of Vacant	Number of permanent	Number of positions filled
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	Employees	Positions	positions filled during the Year	temporarily
Administrative Staff	38	Nil	Nil	Nil
Technical Staff	1	Nil	Nil	Nil

Criterion – III

3. Research, Consultancy and Extension

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

- Four minor research projects were sanctioned this year.
- Three major and three minor project proposals were submitted.
- Several faculty members published their work in reputed journals.
- The Research Department of Chemistry received the Best Paper Award in the '4th International Conference on Advanced Nano Materials' conducted by IIT Madras

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				3
Outlay in Rs. Lakhs				3130825

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number			4	3
Outlay in Rs. Lakhs			615000	376000

3.4 Details on research publications

	International	National	Others
Peer Review Journals	11	8	8
Non-Peer Review Journals			
e-Journals			
Conference proceedings	2	9	

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects	1.5	UGC	460000	322500
Interdisciplinary Projects	Nil			
Industry sponsored	Nil			
Projects sponsored by the University/ College	Nil			
Students research projects (other than compulsory by the University)	Nil			

Any other(Specify)		Health Dept.	50000	50000
Total				

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

3.9 For colleges

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

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number		2		1	4
Sponsoring agencies		NRHM		PTA	PTA

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From funding agency From Management of University/College

Total

3.16 No. of patents received this year

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

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
2	1				1	

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

10

19

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

3

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

JRF

4

SRF

Project Fellows

Any other

3.21 No. of students Participated in NSS events:

University level

192

State level

0

National level

6

International level

0

3.22 No. of students participated in NCC events:

University level

150

State level

10

National level

7

International level

0

3.23 No. of Awards won in NSS:

University level

0

State level

0

National level

0

International level

0

3.24 No. of Awards won in NCC:

University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text" value="1"/>	International level	<input type="text"/>

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text" value="4"/>		
NCC	<input type="text" value="2"/>	NSS	<input type="text" value="10"/>	Any other	<input type="text" value="2"/>

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

Under extension activities, two *projects were* under taken. Teachers and students collected a fund to help staff and students undergoing treatment (considering their financial state) for very serious illness.

A tree planting ceremony in connection with world environmental day took initiative for planting new trees in the campus and a vegetable garden initiative was also launched. Many extension activities conducted by the institution continued this year also.

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	5 acre			5 acre
Class rooms	42	1 digital room	PTA	43
Laboratories	16 lab+1 research lab			17
Seminar Halls	1			1
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	CCD Camera	Impedance analyser	UGC	2
Value of the equipment purchased during the year (Rs. in Lakhs)	2.99694	6.60483		
Others	auditorium			1

4.2 Computerization of administration and library

New computers were added to register gate entry.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	55132	8247695	363	138295	55495	8385990
Reference Books	1913	1826047	352	172200	2265	1998247
e-Books (INFLIBNET)	97000	5000	Through INFLIBNET		97000	5000
Journals	42	59900	3	1500	45	60500
e-Journals (INFLIBNET)	6000	5000	Through INFLIBNET		6000	5000
Digital Database (INFLIBNET)	5	5000	Through INFLIBNET		5	5000
CD & Video	35	25000	2	1000	37	26000
Others (specify)	58	32200	2	1000	60	33200
Periodicals						
Newspapers	11	14250	1	2000	12	16250

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	59	2	YES	3	33	13	20	7
Added	7	0		0	7	0	0	0
Total	66	2	YES	3	40	13	20	7

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

Number of ICT enabled classrooms were increased
 Teachers were trained to use Interactive board
 Organised seminars and training programmes for enhancing computer skills of non-teaching staff.

4.6 Amount spent on maintenance in lakhs :

i) ICT	1,00,000
ii) Campus Infrastructure and facilities	4,00,000
iii) Equipments	1,50,000
iv) Others	5,00,000
Total:	11,50,000

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- At the beginning of an academic year IQAC distribute a Performa to Heads of departments intimating the support services to be made available to students throughout the academic year. This mechanism enables IQAC to know the working of each department which helps to chart out the plan of action throughout the year.
- IQAC is organising orientation programmes for fresh students. The career and counselling cell also organises an aptitude test to find to identify slow learners and support mechanisms are offered to such students. The Sree Narayana Study Centre does a major contribution via providing value added education to our students.
- It is the responsibility of IQAC to motivate and maintain academic diary to the faculty members ensuring quality of teaching and accountability.
- IQAC constantly encourage students to keep an environmentally friendly campus.
- IQAC encourages its students to publish materials like college magazine, wall magazines
- The College organizes the campus placement programme to help students to seek the job when they are in the last phase of their program.
- IQAC takes care to see that the grievance redressal mechanism is effectively working in the campus

5.2 Efforts made by the institution for tracking the progression

Formative evaluation is used continuously to track the student progression
Regular monitoring system.
Faculty involvement through counselling system.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2289	60	10	

(b) No. of students outside the state

3

(c) No. of international students

Men

No	%
	100

Women _____

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
623	338	13	1425	5	2432	556	385	12	1378	5	2349

Dropout % : 3.06

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

The college provides coaching for students belonging to SC ST & OBC for competing in examinations for entry in different service sectors. The program was funded by HCC funded by HCC

No. of students beneficiaries

5

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT
 IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

Career and counselling cell is functioning in a very effective way. A number of programs are organised by the cell in which the main beneficiaries are students. Personality development classes for all students and orientation programs for first semester students are organised by the cell. Each department identifies students who need counselling and recommends to the cell. This service is rendered by a paid counsellor. Career guidance cell makes students aware of opportunities available for a good carrier. Career orientation programmes are also conducted under this cell.

No. of students benefitted

6

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
1	40	14	Nil

5.8 Details of gender sensitization programmes

The college frequently organizes Gender sensitization programmes, by conducting seminars and workshops etc. The Women Study Cell functioning in the college is keen to host such programmes.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government	107	1200000
Financial support from other sources	4	10000
Number of students who received International/ National recognitions		

5.11 Student organised / 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: _____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision and mission

To develop a passion for learning and academic excellence.
To mould the minds of the young women by creating a desire to live a complete life in the modern society as respectable and worthy citizens.

To build a solid foundation for future learning of the students.
To empower our students to recognize and optimize their full potential.

6.2 Does the Institution has a management Information System

Student data base is created on the day of admission itself, this is kept for future reference.

Database of faculty members and supporting staff is also maintained

Various student support programs are also managed through the information system

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

6.3.1 Curriculum Development

As per the existing university regulations we have minimum flexibility for curriculum development.

However certificate courses run by Department of Home science & Music are exceptions

6.3.2 Teaching and Learning

Conventional chalk and board method combined with ICT enabled teaching methods is found to be the most effective method for the students.

Teacher's study materials Soft copy-PPT slides/PDF presentation etc are made available to students or shared with students.

6.3.3 Examination and Evaluation

After semesterization of all courses there are two internal exams in each semester is conducted. This is the part of continuous evaluation programme. One end semester exam is conducted. A direct grading system is followed.

6.3.4 Research and Development

N-LIST programme through INFLIBNET is available in the library which enable the students and faculty to access e-Journals and other e-Resources promoting research activity in the campus.
A research environment is created in the institution by organizing UGC Sponsored National Conferences frequently.
Teachers are encouraged to apply for Minor & Major Research Projects.
Proposals for National Conferences & seminars are sent to different sponsoring agencies regularly.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library

We have a fully computerized library providing access to facility, 55495 text books, 2265 reference books 45 journals and eBooks through N-LIST programme of INFLIBNET.

ICT Infrastructure

LCD projectors, Smart Board, computers, printers, Internet connectivity

Sports

The institute has several sports facilities like Gym. Hall, Play grounds, carom boards, chess boards, badminton kits, cricket kit, TT kit, volleyball, football, etc. are available

6.3.6 Human Resource Management

- Time and Attendance
- Performance Appraisal

6.3.7 Faculty and Staff recruitment

Timely recruitment of faculty and staff is done by the management

6.3.8 Industry Interaction / Collaboration

Many student projects are undertaken in collaboration with industries like IRE and KMML. Instrumental facilities are availed from STIC-Cochin, IIT-Bombay, IIT Madras

6.3.9 Admission of Students

A candidate should possess the eligibility of 10+2 qualification from Board of state government or CBSE/ ISC or similar board examination recognized as equivalent there to for admission to first degree program. Admission is based on merit list prepared as per the existing regulations of the university. An admission committee is constituted in the college for supervising the admission procedure as per university norms.

6.4 Welfare schemes for

Teaching	PF, Gratuity provided by government
Non teaching	PF, Gratuity provided by government
Students	Scholarship schemes for students

6.5 Total corpus fund generated

-

6.6 Whether annual financial audit has been done

Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic				
Administrative	Yes			

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

For UG Programmes Yes No

For PG Programmes Yes No

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

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

Many of our faculty members are involved in university curriculum development as they are members of Board of Studies.
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6.11 Activities and support from the Alumni Association

Alumni association contributed generously for beautification of Campus including revival of the medicinal plant garden. We have an Alumni Association which functions in a very effective manner. The association is keen to support the institution in all aspects. The association has instituted cash awards for students who are toppers in different programmes. They promote poor students by implementation of different projects.

6.12 Activities and support from the Parent – Teacher Association

Open house meetings of parents and students are conducted every semester. PTA shoulder many financial responsibilities for the prosperity of students. Parent feedback collected on all aspects and plans for improvement is formulated from the feedback.

6.13 Development programmes for support staff

Computer Literacy program arranged for the support staff under different schemes.

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

NSS and NCC functioning in an effective manner in the institution are keen to maintain the cleanliness of our Campus. These organizations always look for making our Campus eco-friendly and plastic free. We are always maintaining its heritage by protecting trees in the campus. A medicinal plant garden maintained by department of botany is an addition to this drive. Rain water harvesting is another step forward to an environmental friendly system.

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.

The college has an eco-friendly campus which started in the year 1951. As part of the ‘Go Green’ efforts the lighting in the campus is done through solar-LED lamps. The college is keen to maintain its heritage buildings and campus. Trees and plants on the campus are documented. The department of botany maintains a medicinal plant garden. The college has rainwater harvesting facility. Eco-friendly practices include plantation drives, anti-plastic drives, documentary and movie screening, beach cleaning, reusing paper to make paper bags and segregation of waste. College has a rainwater harvesting facility. Eco-friendly practices include plantation drives, anti-plastic drives, documentary and movie screening, beach cleaning, nature treks, cleaning of a natural spring, reusing paper to make paper bags and segregation of waste. The institution has introduced various innovations which include a Reading Club, Photo Walks, e-Newsletter, Learning Management Skills and offering potted plants to guests.

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

Annexure IV attached

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

“Sanskriti” organized by Department of Music. To strengthen the students mentally and physically confidence through divine music.
Annexure V attached

7.4 Contribution to environmental awareness / protection

NSS along with the Environmental club of the College organizes many programmes to create awareness about issues. NSS is always keen to keep the campus clean and eco-friendly.

7.5 Whether environmental audit was conducted? Yes No

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

8. Plans of institution for next year

PLAN OF ACTIONS BY IQAC FOR NEXT YEAR

The plan of action made by IQAC for the forthcoming academic year include

- Tapping alternative energy sources.
- More smart class rooms for running classes.
- To submit application for starting new courses
- To improve facilities like wash room, rest room, toilets
- Provision to video conferencing with eminent professors and scientists.
- Remedial Classes for SC/ST/OBC and other minority students..
- Centralized laboratory facility for Science students.
- Conduct more National and International seminars
- Research collaboration with state, national and international agencies.
- Upgrade library facilities by including CCTV .

Name: Dr Anithakumary V.

Name : Dr Sherly P. Anand

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Annexure- I
Academic Calendar

NARAYANA COLLEGE FOR WOMEN, KOLLAM
Academic Calendar 2012-13

Day	June	July	August	September	October
Sun					
Mon					1
Tue					2 Gandhi jayanthi
Wed			1		3
Thu			2		4
Fri	1		3		5
Sat	2 Holiday		4	Holiday	6 Holiday
Sun	3 Holiday	1 Holiday	5	Holiday	7 Holiday
Mon	4	2	6	3	College opens after onam holidays 8
Tue	5	3	7	4	9
Wed	6	4	8	5	1 0
Thu	7	5	9	6	1 1
Fri	8	6	10	7	1 2
Sat	9 Holiday	7 Holiday	1 1	Holiday	8 Sreekrishna jayanthi
Sun	10 Holiday	8 Holiday	1 2	Holiday	9 1 3
Mon	11	9	13	10	1 5
Tue	12	10	14	11	1 6
Wed	13	11	15	12 Independence Day	1 7
Thu	14	12	16	13	1 8
Fri	15	13	17	14	1 9
Sat	16 Holiday	14 Holiday	18 Holiday	15 Holiday	2 0 Holiday
Sun	17 Holiday	15 Holiday	19 Holiday	16 Holiday	2 1 Holiday
Mon	18	16	20	17	2 2
Tue	19	17	21	18	2 3 Maha Navami
Wed	20	18	22 Holiday Karkidaka vavu	19 Holiday	2 4 Vijaya dasami
Thu	21	19	23	20	2 5
Fri	22	20	24	21 Closes for	2 2 Sree Bakrid

					4	onam holidays	1	Narayana Guru Samadi	6	
Sat	23	Holiday	21	Holiday	2		2	Holiday	2	Holiday
Sun	24	Holiday	22	Holiday	2		2	Holiday	2	Holiday
Mon	25		23		2		2		2	
Tue	26		24		2		2		3	
Wed	27		25		2		2		3	
Thu	28		26		3		2			
Fri	29		27		3		2			
Sat	30	Holiday	28	Holiday			2	Holiday		
Sun			29	Holiday			3	Holiday		
Mon			30							
Tue			31							

SREE NARAYANA COLLEGE FOR WOMEN, KOLLAM

Academic Calender 2012-13

Day	November	December	January	February	March				
Sun									
Mon									
Tue									
Wed									
Thu	1								
Fri	2			1	1				
Sat	3	Holiday	1	Holiday	2	Holiday			
Sun	4	Holiday	2	Holiday	3	Holiday			
Mon	5		3		4	4			
Tue	6		4	1	College reopens after X mas holidays	5	5		
Wed	7		5	2		6	6		
Thu	8		6	3		7	7		
Fri	9		7	4		8	8		
Sat	10	Holiday	8	Holiday	5	Holiday	9	Holiday	
Sun	11	Holiday	9	Holiday	6	Holiday	10	1	Holiday
Mon	12		10	7	Youth Festival	11		1	
Tue	13	Deepav ali	11	8		12		1	
Wed	14		12	9		13		1	

Thu	15		13		10		14		14	
Fri	16		14		11		15		15	
Sat	17	Holiday	15	Holiday	12	Holiday	16	Holiday	16	Holiday
Sun	18	Holiday	16	Holiday	13	Holiday	17	Holiday	17	Holiday
Mon	19		17		14		18		18	
Tue	20		18		15		19		19	
Wed	21		19		16		20		20	
Thu	22		20		17		21		21	
Fri	23		21		18		22		22	
Sat	24	Holiday	22	Closes for X mas holidays	19	Holiday	23	Holiday	23	Holiday
Sun	25	Holiday	23		20	Holiday	24	Holiday	24	Holiday
Mon	26		24		21		25		25	
Tue	27		25		22		26		26	
Wed	28		26		23		27		27	
Thu	29		27		24		28		28	Holiday
Fri	30		28		25				29	Good friday
Sat			29		26	Republic day			30	College closes for mid-summer vacation
Sun			30		27	Holiday			31	Easter
Mon			31		28					
Tue				29						
Wed				30						
Thu				31						

Annexure- II

Student's feedback

Feedback from students allows our institution to evaluate how their teachers performance is evaluated by our students. Student feedback is a rich and valuable source of information for both formative and summative purposes Feedback can be very powerful if done well. The power of formative feedback lies in both cognitive and motivational factors at the same time

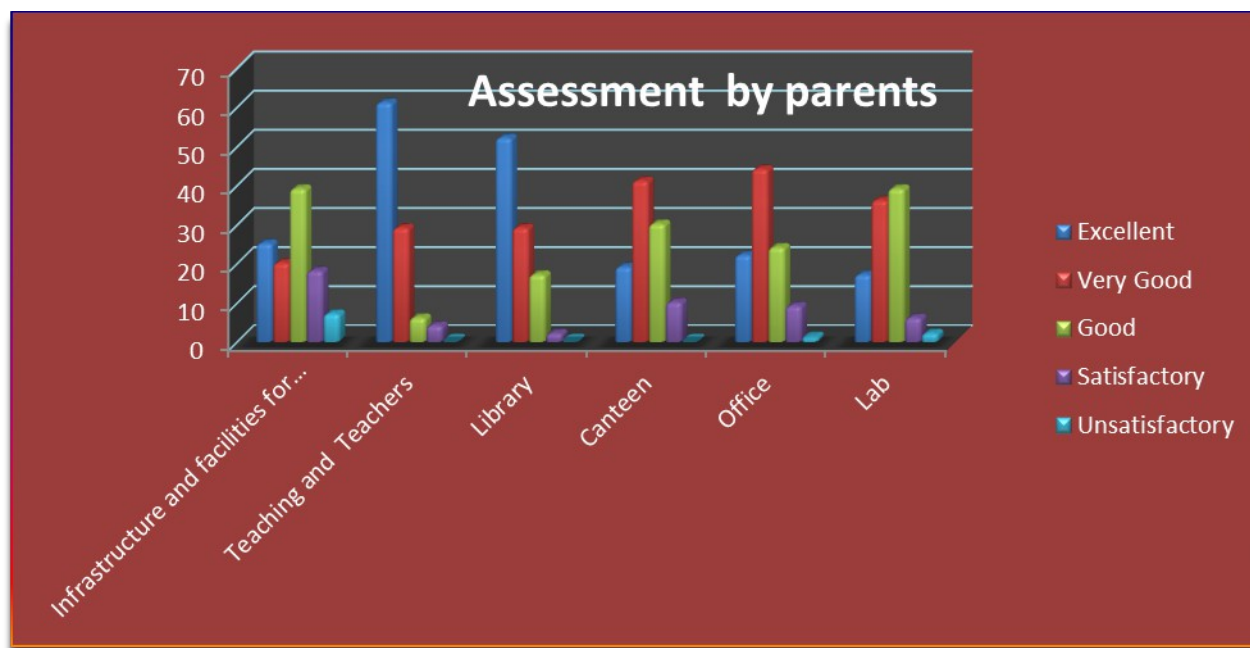
The student feedback exercise is entirely confidential. Student response data is grouped together for the entire class for the purpose of data analysis. It is therefore impossible to associate comments and responses provided with any individual student. This year we have implemented some modifications in the feedback form provided for the purpose. Student response show that ICT enabled teaching methods combined with conventional chalk and board method is found to be the most effective.

Annexure-III

Feedback from Parents

The Parent teachers association in our college is a body comprising of parents and teachers of an institution of learning who meet at least twice in a year to discuss matters on the educational, moral and spiritual health of the students in our institution.

PTA is basically made up of two arms; the Executive and the General body. The general body meets once a year, while the executive meets as often as the need arises. Class wise PTA meetings are convened in every semester providing a platform for a close interaction between teachers and parents. These meetings are usually convened soon after the first internals so that the student can perform better. Usually when we organise the General PTA, a feedback form is circulated among the parents for their valuable comments and suggestions. The parent feedback is summarised below.



ANNEXURE-IV

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

POINT	ACTION TAKEN
ICT enabled classroom for all departments	More ICT enabled classrooms were added
To conduct more seminars and workshops	National seminars were conducted by different departments.
Apply for more PG programmes	Application submitted for PG in English
To enhance infrastructural research facilities	New equipments added
Upgrade library facilities	Introduced 'Gate Entry Register' in library
Encourage the faculty members to engage in more research activities	Submitted major research project

ANNEXURE-V

1. Title: Samskriti

2. Goal

The redemption of contemporary society from which values are fast disappearing.

3. The Context

To strengthen the students mentally and physically confidence through divine music.

4. The Practice

The music department starts its daily classes with an invocation to Goddess Saraswathy. This is an innovative attempts of the dept. because the healing power of the song “Mookambika Ashtakam” is accepted and acknowledged by all scholars of music. The teachers and students perform this recital in the most divine and ritualistic manner. We have introduced yogasana where the students are given yoga classes and classes in practicing breathing exercise and other exercises. The yoga classes are done under the supervision of the Music Dept. and Physical Ed. Dept. Thus we able to introduce an interdisciplinary element into our curriculum.

5. Evidence of success

All of the students are benefited of this daily practices like prayer and yogasana. This enable the students to face the day with confidence and view life in the most positive manner. By practicing pranayama daily, the students could increase their living capacity and improve their singing abilities.