



# YEARLY STATUS REPORT - 2020-2021

## Part A

### Data of the Institution

#### 1.Name of the Institution

SNM College Maliankara

- Name of the Head of the institution

Dr. Jitha T H

- Designation

Principal in Charge

- Does the institution function from its own campus?

Yes

- Phone no./Alternate phone no.

04842482600

- Mobile no

9495742386

- Registered e-mail

principalsnmc@gmail.com

- Alternate e-mail

snmciqac@gmail.com

- Address

Maliankara P O, Moothakunnam

- City/Town

North Paravur

- State/UT

Kerala

- Pin Code

683516

#### 2.Institutional status

- Affiliated /Constituent

Affiliated

- Type of Institution

Co-education

- Location

Rural

- Financial Status

UGC 2f and 12(B)

- Name of the Affiliating University **Mahatma Gandhi University**
- Name of the IQAC Coordinator **Ninu S Lal**
- Phone No. **9846788567**
- Alternate phone No. **9447049333**
- Mobile **9846788567**
- IQAC e-mail address **snmciqac@gmail.com**
- Alternate Email address **principalsnmc@gmail.com**

**3. Website address (Web link of the AQAR (Previous Academic Year))**

[https://www.snmcollege.in/assets/img/downloads/AQAR\\_2019-20.pdf](https://www.snmcollege.in/assets/img/downloads/AQAR_2019-20.pdf)

**4. Whether Academic Calendar prepared during the year?**

**Yes**

- if yes, whether it is uploaded in the Institutional website Web link:

<https://www.snmcollege.in/iqac/>

**5. Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>B</b>	<b>2.77</b>	<b>2008</b>	<b>28/03/2008</b>	<b>27/03/2013</b>
<b>Cycle 2</b>	<b>B++</b>	<b>2.81</b>	<b>2016</b>	<b>02/12/2016</b>	<b>01/12/2021</b>

**6. Date of Establishment of IQAC**

**10/07/2007**

**7. Provide the list of funds by Central / State Government**

**UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,**

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
<b>Institutional 1</b>	<b>RUSA 2</b>	<b>RUSA</b>	<b>2018</b>	<b>20000000</b>

**8. Whether composition of IQAC as per latest NAAC guidelines**

**Yes**

- Upload latest notification of formation of IQAC

[View File](#)

**9.No. of IQAC meetings held during the year 5**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report **No File Uploaded**

**10.Whether IQAC received funding from any of the funding agency to support its activities during the year? No**

- If yes, mention the amount

**11.Significant contributions made by IQAC during the current year (maximum five bullets)**

1. Implementation of Learning Management System based on Moodle 2. Implementation of 'TRANSCEND' - Coaching centre for various career oriented competitive examinations for students 3. Implementation of paperless academic file repository through Moodle platform 4. Introduction of online mode of collecting student's feedback and Student's Satisfaction Survey through Moodle platform 5. Completed AQAR 2019-20 6. Introduced new skill based Certificate courses

**12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year**

Plan of Action	Achievements/Outcomes
To develop a Learning Management System Based on Moodle for the college to improve the quality of education. It is also planned to provide a paperless filing system for all curricular and extra curricular activities, to implement an effective online feedback system and online grievance redressal system.	Achieved
To introduce online courses based on Four Quadrant System for each course offered by the college through the LMS.	A number of courses now have online courses with video lessons and other digital content available to the students
A continuous training to the teachers for skill development in ICT enabled Teaching - Learning methods.	Two faculty training programmes were conducted
To Introduce Bridge Courses through course pages in LMS.	Bridge courses are given through the LMS with course certificate
To introduce a training programme to the students on using Moodle LMS and for effective usage of ICT enabled Teaching Learning process.	An online training programme is offered to the newly admitted students through LMS
Planning to start a new coaching centre for competitive exams to the students of our college.	TRANSCEND - a coaching centre for competitive exams was launched and PSC coaching was started in collaboration with a professional training center
To introduce skill based certificate courses	Introduced five skill based certificate courses

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
College Council	14/12/2022

**14. Whether institutional data submitted to AISHE**

**Part A****Data of the Institution**

<b>1.Name of the Institution</b>	<b>SNM College Maliankara</b>
• Name of the Head of the institution	<b>Dr. Jitha T H</b>
• Designation	<b>Principal in Charge</b>
• Does the institution function from its own campus?	<b>Yes</b>
• Phone no./Alternate phone no.	<b>04842482600</b>
• Mobile no	<b>9495742386</b>
• Registered e-mail	<b>principalsnmc@gmail.com</b>
• Alternate e-mail	<b>snmciqac@gmail.com</b>
• Address	<b>Maliankara P O, Moothakunnam</b>
• City/Town	<b>North Paravur</b>
• State/UT	<b>Kerala</b>
• Pin Code	<b>683516</b>
<b>2.Institutional status</b>	
• Affiliated /Constituent	<b>Affiliated</b>
• Type of Institution	<b>Co-education</b>
• Location	<b>Rural</b>
• Financial Status	<b>UGC 2f and 12(B)</b>
• Name of the Affiliating University	<b>Mahatma Gandhi University</b>
• Name of the IQAC Coordinator	<b>Ninu S Lal</b>
• Phone No.	<b>9846788567</b>

• Alternate phone No.	9447049333				
• Mobile	9846788567				
• IQAC e-mail address	snmciqac@gmail.com				
• Alternate Email address	principalsnmc@gmail.com				
<b>3.Website address (Web link of the AQAR (Previous Academic Year)</b>	<a href="https://www.snmcollege.in/assets/img/downloads/AQAR_2019-20.pdf">https://www.snmcollege.in/assets/img/downloads/AQAR_2019-20.pdf</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://www.snmcollege.in/iqac/">https://www.snmcollege.in/iqac/</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.77	2008	28/03/2008	27/03/2013
Cycle 2	B++	2.81	2016	02/12/2016	01/12/2021
<b>6.Date of Establishment of IQAC</b>			10/07/2007		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Institutional	RUSA 2	RUSA	2018	20000000	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		
• Upload latest notification of formation of IQAC			<a href="#">View File</a>		
<b>9.No. of IQAC meetings held during the year</b>			5		
• Were the minutes of IQAC meeting(s) and compliance to the decisions have			Yes		

been uploaded on the institutional website?	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded
<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>	
<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>	
<p>1. Implementation of Learning Management System based on Moodle  2. Implementation of 'TRANSCEND' - Coaching centre for various career oriented competitive examinations for students  3. Implementation of paperless academic file repository through Moodle platform  4. Introduction of online mode of collecting student's feedback and Student's Satisfaction Survey through Moodle platform  5. Completed AQAR 2019-20  6. Introduced new skill based Certificate courses</p>	
<b>12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year</b>	



Plan of Action	Achievements/Outcomes
<p>To develop a Learning Management System Based on Moodle for the college to improve the quality of education. It is also planned to provide a paperless filing system for all curricular and extra curricular activities, to implement an effective online feedback system and online grievance redressal system.</p>	<p><b>Achieved</b></p>
<p>To introduce online courses based on Four Quadrant System for each course offered by the college through the LMS.</p>	<p>A number of courses now have online courses with video lessons and other digital content available to the students</p>
<p>A continuous training to the teachers for skill development in ICT enabled Teaching - Learning methods.</p>	<p>Two faculty training programmes were conducted</p>
<p>To Introduce Bridge Courses through course pages in LMS.</p>	<p>Bridge courses are given through the LMS with course certificate</p>
<p>To introduce a training programme to the students on using Moodle LMS and for effective usage of ICT enabled Teaching Learning process.</p>	<p>An online training programme is offered to the newly admitted students through LMS</p>
<p>Planning to start a new coaching centre for competitive exams to the students of our college.</p>	<p>TRANSCEND - a coaching centre for competitive exams was launched and PSC coaching was started in collaboration with a professional training center</p>
<p>To introduce skill based certificate courses</p>	<p>Introduced five skill based certificate courses</p>
<p><b>13. Whether the AQAR was placed before statutory body?</b></p>	<p><b>Yes</b></p>
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	

Name	Date of meeting(s)
College Council	14/12/2022

**14. Whether institutional data submitted to AISHE**

Year	Date of Submission
2020-21	24/02/2022

**15. Multidisciplinary / interdisciplinary**

Multidisciplinary education promotes holistic education, encourage community engagements and leads to value-based education. S.N.M College Maliankara offers 13 UG programs, 8 PG programs, 1 Integrated PG and 2 Ph.D. programs. Five of the thirteen UG programs are from science stream, There are five UG programmes in science stream, five in commerce or management and three in arts/literature streams. The college follows the curriculum of its the affiliated university. The curriculum of all UG programs follows the Choice Based Credit System (CBCS). Under CBCS, all the students from first to four semester will undergo different courses offered by other departments as common course I & II and complementary course. In the fifth semester, students have the option of selecting an open course from a variety of disciplines across science, commerce and humanities. There shall be one Choice Based course (Elective Course) in the sixth semester, in the case of B.Com Program there shall be an elective stream from third semester onwards. All PG programs follow the Credit and Semester System with electives in the third and fourth semesters. A number of skill based certificate courses are introduced, interested students from any departments can join the course, apart from this, MOOC course -Organic farming is implemented by affiliated University for all first year students. A number of inter departmental competitions and activities are carried out through out the academic year, all the above promotes holistic based education.

**16. Academic bank of credits (ABC):**

S.N.M college is a Arts & Science College affiliated to the Mahatma Gandhi University, Kottayam, so it follows the curriculum developed by the university. According to the CBCS Regulation 2017 of Mahatma Gandhi university Credit Transfer and Accumulation system can be adopted in the programme. Transfer of Credit consists of acknowledging, recognizing and accepting

credits by an institution for programmes or courses completed at another institution. The Credit Transfer Scheme shall allow students pursuing a programme in one University to continue their education in another University without break. Academic bank of credit in its full-fledged version as per the New Economic policy of 2020 is not implemented in the university as well as its affiliated colleges. However, students are encouraged to enroll in online courses under NPTEL, Spoken Tutorial, Coursera, etc.

### **17.Skill development:**

The National Education Policy, 2020 recognize the importance of soft skills such as communication, team work, problem solving, decision making, analytical thinking, resiliency, etc. as imperative life skill. Higher education institutions can play crucial role in creation of soft skills and life skills to younger generation integrated with educational system. S.N.M college conducted various skill development programs especially 7 skill based certificate courses (Communication skills in English, Certificate course in Yoga, MS word and powerpoint, First Aid and emergency care, value education) were carried out in this academic year. Apart from this, various seminars, workshops, training programs- two day soft skill enrichment program, readers hub- a platform designed to improve the reading, writing, speaking and communication skills of students were organized. A four day international webinar on skill development, "enrich your English program", conducted to enhance the soft skills and life skills and to develop the personality of students. Clubs such as NCC, NSS, Bhoomitrasena, cultural club, union, Entrepreneurship Development Club, Readers Forum etc are and resiliency among student community, played an active role in developing team work, analytical thinking, problem solving capacity and resilience among students through various competition, discussions, debates etc. Also, students are encouraged to participate in government-sponsored skill development programs like ASAP.

### **18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)**

Language education has been considered to be integral part of the education system. In the context of Indian Knowledge System based education, Indian Languages play a very crucial role. College has three language departments, out of these three, two of them are dealing with Indian languages, ie, Department of Malayalam & Sanskrit and Department of Hindi. College offers degree and post graduation programs in Malayalam and all the UG

students have second language course ie malayalam/Hindi in 4 semesters. Students are taught Indian history, culture, literature, heritage, patriotism and nationalism through common, complementary, and core courses. Despite the restriction in the syllabus, the college always try to incorporate the Indian knowledge system into co-curricular activities in the best possible manner. College celebrate various days related to Indian languages and culture through conducting quiz competition, reading competitions, essay competition, cultural fest, conducting seminars etc

#### **19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):**

Outcome-based education focuses on results rather than learning processes. Students are given clear objectives and regular evaluations of progress, and they receive personalized feedback on how well they have achieved those goals. The college follows the syllabus framed by Mahatma Gandhi University which is affiliated. The syllabus of the program itself explains the Course Outcome (CO), Program Outcome (PO), and Program Specific Outcome (PSO), and the same is shared with students and posted in the college website. The assessment and evaluation system determines the success of outcome-based education. College has a continuous and comprehensive assessment with continuous internal assessment. The assessment is designed to check whether the student attained learning outcome not merely memorising facts but also to develop competencies and critical thinking. Teachers conduct test papers, debates and group discussion, brain storming sessions, give assignment etc to asses whether the students achieved learning outcome mentioned in the syllabi.

#### **20.Distance education/online education:**

Due to covid-19 pandemic situation, the institution mostly prefer online learning platforms to met the requirements for graduation. The College has implemented an LMS platform (<https://snmcvirtual.online/>) and the faculties pay attention to new teaching methods and tools in order to make online classrooms more participatory, interesting, and educational at the same time. The LMS platform provides online classes through ICT enhanced technologies and has structured modules of each course. Attendance, options of evaluation (tests, assignments etc), discussion forum, and feedback collection are main attractive features of the SNM virtual platform, where the student can easily access the content of the course any time anywhere. The efficacy of employing ICT to train teachers in the institution is important hence IQAC of the college were conducted various

training programs for faculties during the year. Online education, the evaluation protocol is also a requirement as part of quality of assurance and to provide feedback for teaching and learning. The IQAC of the college has well maintained a proper evaluation/assessment method, that helps to evaluate student's understanding and knowledge about the subject even if they having different abilities. Appropriate and effective utilization of online LMS platform are promoted in all teaching practices at the institute during the acadmic year.

## Extended Profile

### 1.Programme

1.1	488
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 2.Student

2.1	1944
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.2	210
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.3	716
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

<b>3.Academic</b>	
3.1 Number of full time teachers during the year	<b>97</b>
File Description	Documents
Data Template	<a href="#">View File</a>
3.2 Number of sanctioned posts during the year	<b>97</b>
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1 Total number of Classrooms and Seminar halls	<b>53</b>
4.2 Total expenditure excluding salary during the year (INR in lakhs)	<b>14753039</b>
4.3 Total number of computers on campus for academic purposes	<b>160</b>
<b>Part B</b>	
<b>CURRICULAR ASPECTS</b>	
<b>1.1 - Curricular Planning and Implementation</b>	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
<p><b>Preparation of Academic Calendar:</b> The academic calendar of the college isa complete schedule of commencement of classes, tentative internal evaluation schedule, observation days, co-curricular activitiy shedule, action plan of departments, tentative university examination timetable, etc.</p> <p><b>Course Allocation:</b> The department head assigns courses to the faculty members based on their areas of competence and preferred topic areas.</p>	

**TimeTable Preparation:** The creation of a master timetable and department timetable ensures the smooth functioning of teaching-learning activities. Department timetable are prepared by respective departments reflecting the complete workload of individual faculties and are provided to the learners. College timetable depicts an overall view of work allocation of departments

**Teachers Diary:** Every member of the faculty creates a teachers' diary for the academic year. In addition to all pertinent events like seminars, association programmes, workshops, and so forth, they also record mentoring details, semester wise teaching plan, practical sessions. The Head of the concerned Department and IQAC have to undertake a periodic evaluation during the year.

**Design and Dissemination of Course Plan:** For effective dissemination of course plan text book(s), reference book(s) and ICT tools are effectively used by the faculty members at the institute. Appropriate and effective utilization of online LMS platform are promoted in all teaching practices for the implementation of the curriculum.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://snmcvirtual.online/">https://snmcvirtual.online/</a>

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The affiliated university issues an academic calendar before the commencement of the academic year. The institution follows the schedule of the academic calendar issued by the university to conduct external evaluation. The internal assessment of the college is conducted in accordance with the rules and regulations drafted by the affiliated university. As per the university guidelines, the internal assessment of students is done based on attendance, assignment and internal examinations. The tentative dates of the internal examinations are published in the college calendar. The students will be notified one week before the commencement of the examination.

In the scenario of Covid 19 pandemic, the institution developed LMS Moodle platform, (snmcvirtual) for teaching, learning, conducting internal examinations online and its evaluation. The

first year students were given bridge courses on using LMS system at the beginning of the academic year. The bridge course is conducted based on a prescribed syllabus. The primary goal of this course is to bridge the knowledge gap between courses covered at the school level and the graduate level. For UG and PG courses, the internal examinations & assessments are done transparently through LMS system. The evaluation of the internal examination is conducted online and the advanced and slow learners among students are identified through the process. Students are directed to upload the assignments given to them through the LMS platform. Online discussion form facilitates student -teacher interaction effectively. The internal assessment of teaching and learning processes were evaluated by IQAC of the college, and are well documented.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="#">NIL</a>

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University**

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 1.2 - Academic Flexibility

**1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented**



**1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented**

21

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

**1.2.2 - Number of Add on /Certificate programs offered during the year****1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)**

7

File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

**1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year**

1195

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

**1.3 - Curriculum Enrichment**

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The institution integrates courses, student projects and activities relevant to the issues listed below

**Human Values-** Sree Narayana Study and Research Centre of the college aims to propagate the visions and principles of renowned social reformer Sree Narayana Guru. The village adoption programme amalgamates the institution with the socially and economically backward people from the Vadakkekara Panchayath, North Paravur.

**Professional Ethics-** The institution has a well drafted code of ethics for teachers, students and non-teaching staff. The rules and codes of conduct of the institution are published in the college calendar and website. The institution has a well constituted discipline committee to ensure the rules & regulations and maintain well discipline at the institute.

**Gender-** The gender equality forum and ICC of the institution facilitates the emancipation and protection for women, in turn burgeons the values of gender neutrality.

**Environment & Sustainability-** The online programme by MOOC course on Organic Farming provided by the affiliated university with a well defined syllabus and online learning resources enables students to develop interest in organic mode of agricultural practices. Effective waste management policies are adopted to ensure a safe and hygienic environment within the campus. The institution organizes various programmes to promote awareness on environmental sustainability.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

### **1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year**

21

File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View File</a>
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	<a href="#">View File</a>

### 1.3.3 - Number of students undertaking project work/field work/ internships

718

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

### 1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above
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File Description	Documents
URL for stakeholder feedback report	<a href="https://docs.google.com/document/d/13lKJb6O7l58zAvtgCv4-nTLhYM6yxgTY/edit?usp=sharing&amp;oid=109057035760674806836&amp;rtpof=true&amp;sd=true">https://docs.google.com/document/d/13lKJb6O7l58zAvtgCv4-nTLhYM6yxgTY/edit?usp=sharing&amp;oid=109057035760674806836&amp;rtpof=true&amp;sd=true</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 1.4.2 - Feedback process of the Institution may be classified as follows

B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://docs.google.com/document/d/13lKJb6O7l58zAvtgCv4-nTLhYM6yxgTY/edit?usp=sharing&amp;oid=109057035760674806836&amp;rtpof=true&amp;sd=true">https://docs.google.com/document/d/13lKJb6O7l58zAvtgCv4-nTLhYM6yxgTY/edit?usp=sharing&amp;oid=109057035760674806836&amp;rtpof=true&amp;sd=true</a>

### TEACHING-LEARNING AND EVALUATION

#### 2.1 - Student Enrollment and Profile

##### 2.1.1 - Enrolment Number Number of students admitted during the year

##### 2.1.1.1 - Number of students admitted during the year

852

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

##### 2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

**2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

392

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

**2.2 - Catering to Student Diversity**

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The institution has a well planned mechanism for the learning process of students .The process is carried out as three different phases. The first phase consists of Aptitude test, Orientation Programme and Bridge course for the newly admitted students . The first year batch will undergo an aptitude test and based on the test they are categorized as slow and advanced learners. The students are given a bridge course which covers all the basic knowledge required for the currently admitted course. The students are also given an orientation programme to familiarize about new course and to motivate them for the successful completion of the programme. Also the identified students are assigned to pursue different government initiatives like ASAP (Additional Skill Aquisition Programme), WWS (Walk With Scholar) and SSP (Student Support Programme). All the students except the first year students directly goes into phase two during the beginning of the academic year. In addition to the two internal examinations given to the class, several test papers are also given after the completion of each module. In the last phase, the weak students are identified and remedial classes are also given to make them ready for the university examinations.

File Description	Documents
Paste link for additional information	<a href="https://snmcvirtual.online/course/index.php?categoryid=93">https://snmcvirtual.online/course/index.php?categoryid=93</a>
Upload any additional information	<a href="#">View File</a>

**2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)**

Number of Students	Number of Teachers
2216	97

File Description	Documents
Any additional information	<a href="#">View File</a>

### 2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The teaching learning process have been established by giving assignments, seminars and test papers on time. The teachers are also encouraged to include Power point presentations, video lectures and discussions for properly conveying the concepts to the students. The academic system has been recently modified with blended learning. This method gives the student a blended learning experience based on a four quadrant system. The students are given classes on the topics based on the syllabus. In addition to that, the students are given work sheets, assignments and discussions based on the topics from the syllabus which increases their problem solving skills and learning experiences through interactive learning process. This kind of participative learning process helps the students with depth in knowledge and enhances their teaching learning experiences. The students are also given experimental learning experiences (including industrial visits, field trip etc) wherever it is applicable according to the syllabus. It is mandatory for all the students to do project for the successful completion of the course which increases their skill in experimental learning, participative learning and problem solving skills.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="#">Nil</a>

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The teachers were using ICT enabled methods from long back. But the use of ICT enabled teaching covered to the maximum with Covid 19 pandemic. The e-teaching cell of the college developed a moodle

platform which was given the name SNMC virtual campus which helped the students to effectively attend the class during lockdown and the followed restriction periods. The students were given online classes and recorded video lessons which was posted in the SNMC virtual campus for every topic of the syllabus. This videos were posted in the corresponding course pages of virtual platform. This kind of methods helped the students to refer to any topic at any time especially when the examinations were delayed to the pandemic.

Also the students were given assignments, worksheets, discussion forums for every chapter to monitor the progress of their learning through course pages. Supplementary videos which helps the students to understand the concepts are also given.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

### 2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )

#### 2.3.3.1 - Number of mentors

59

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
Mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

#### 2.4.1 - Number of full time teachers against sanctioned posts during the year

97

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

#### 2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

##### 2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

21

File Description	Documents
Any additional information	<a href="#">View File</a>
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	<a href="#">View File</a>

#### 2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

##### 2.4.3.1 - Total experience of full-time teachers

758

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

#### 2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.



Internal examinations are conducted regularly though academic calender. The date of the examination is informed on time and made sure that the students will get sufficient time for the preparation of the topic. The answer sheets after the completion of the exams are collected ,valued and returned soon after the examinations by the respective teacher. This help the students to have an analysis of their own performance which help them to improve themselves. Besides this, several class tests are given after the completion of each topic.All the process will help the students to prepare for the University examinations with confidence.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://snmcvirtual.online/course/view.php?id=471">https://snmcvirtual.online/course/view.php?id=471</a>

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

The date of the internal examination is informed on time and made sure that the students will get sufficient time for the preparation of the topic. The answer sheets after the completion of the exams are collected by the respective teacher soon after the examinations. The valued answer scripts are returned to the students at the earliest. The student can check and inform the teacher if there is any error in valuation or calculation of the marks. The student who have any complaint regarding the valuation of an answer sheet can directly submit their grievance to the Principal or to the Grievance Redressal Cell.The grievances reported are recorded and proper steps are taken to rectify the issue.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="#">Nil</a>

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website . This information is communicated to teachers and students at the beginning of each academic year.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="#">Nil</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Attainment of Programme outcomes and course outcomes of different courses are evaluated by the institution as follows

#### Arts Subjects

1. Students are given examinations and assignments regularly to assess their potential in the above given outcomes.
2. To envisage in them critical and presentation skills different learning processes are provided.
3. Seminars, group discussions, debates, Cultural related programmes are conducted by the department for the fruitful completion of their course.
4. Study tours ,
5. Literature related programmes ,
6. Ethics and values related programmes

#### Commerce

1. Evaluating through Presentation
2. Knowledge of finance and commerce can be identified through seminars and viva
3. Conducting examinations
4. Giving assignments
5. Conducting lab exams for those papers which have labs
6. Evaluating through dissertation and viva .

#### Science

1. Examinations
2. Assignment

3. Project work
4. Field study
5. Laboratory work

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="#">Nil</a>

### 2.6.3 - Pass percentage of Students during the year

#### 2.6.3.1 - Total number of final year students who passed the university examination during the year

450

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="#">NIL</a>

### 2.7 - Student Satisfaction Survey

#### 2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://www.snmcollege.in/assets/img/downloads/student-satisfaction-survey-report20-21.pdf>

### RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 - Resource Mobilization for Research

##### 3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

##### 3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0.3 Lakhs

File Description	Documents
Any additional information	<a href="#">View File</a>
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

### 3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

#### 3.1.2.1 - Number of teachers recognized as research guides

6

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

### 3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

#### 3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	<a href="#">NIL</a>

## 3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Recently, college established an Entrepreneurship Development club

to inculcate Entrepreneurial Culture amongst youth and equip them with the skills, techniques and confidence to act as torch-bearers of Enterprise for the new generation under the leadership of Smt. Nitha A U., Assistant Professor of Economics. This Club has been functioning at College in association with Department of Industries & Commerce, Government of Kerala. The club was registered with the District Industries Centre and it got e registration number this academic year. Nitha A U, Assistant Professor, Department of Economics selected as the coordinator and 60 students from different departments were the members of the ED club and Ms. Rajalakshmi K R, selected as the student convenor.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="#">NIL</a>

### 3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

#### 3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

1

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.3 - Research Publications and Awards

#### 3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

##### 3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	<a href="#">NIL</a>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

#### 3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

4

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

### 3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

#### 3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

1

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Institution conducted various extension activities with the support of NCC, NSS and other departments of the college and carried out extension activities in neighbourhood community and adopted

village related to social issues and for their holistic development. Some of them are COVID awareness programme, Green Protocol cleaning, distribution of paper bags, Making masks and their distribution, Medical camps and surveys etc.

File Description	Documents
Paste link for additional information	<a href="#">NIL</a>
Upload any additional information	<a href="#">View File</a>

### **3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year**

#### **3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year**

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	No File Uploaded

### **3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year**

#### **3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

23

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

### 3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

#### 3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

1269

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.5 - Collaboration

#### 3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

##### 3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

0

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>



### 3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

#### 3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

For the smooth conduct of the teaching- learning process, the college has 53 classrooms including one Seminar hall and a conference hall.

The Department of Botany has one lab at U.G. level, 2 labs at P.G. level & 4 labs at Research Level.

The Research Level lab includes a) Common Lab b) Phytochemistry Lab c) Culture/ Tissue-Culture Lab & Instrumentation Lab.

The Department of Physics has separate labs at U.G., P.G & Research Levels. The P.G. level labs include electronic lab, computer lab & general lab.

The Department of Chemistry has separate labs at U.G, P.G & Research Levels. The Research Level lab includes one computer lab also.

The institution has 120 computers on campus for academic purposes.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.snmcollege.in/">https://www.snmcollege.in/</a>

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

a) The following amenities are available in the college for the students to gather, and perform various cultural activities:

The College Auditorium with a seating capacity of 800 students.

One Seminar Hall & one Conference Hall

b) The facilities for sports and games (indoor & outdoor) include the following:

Ball Badminton Court, Netball Court, Kho-Kho Court, Handball Court, Football Court, Kabaddi Mat, Table Tennis Court, Judo Mat, Badminton Court, Gymnasium & the Equipment for Athletics.

c) The institution has a well-equipped gymnasium/ fitness centre of 336 sq.ft; with the following provisions:

Leg Press, Bench Press, Weight Lifting set, Ergo Cycle, Dumbbells, Plyometric Box & Medicine Ball

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="#">Nil</a>

**4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.**

9

File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
Paste link for additional information	<a href="#">Nil</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

##### 4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

**44.00009 lakhs**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

##### 4.2.1 - Library is automated using Integrated Library Management System (ILMS)

**Yes. Koha Version: 21.05.04.000**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="#">Nil</a>

##### 4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

**A. Any 4 or more of the above**

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

#### 4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

##### 4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

0.53 lakhs

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

#### 4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)

##### 4.2.4.1 - Number of teachers and students using library per day over last one year

12

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

##### 4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The institution started a cloud based Learning Management System (LMS) for the smooth functioning of Teaching- Learning system during the Covid-19 pandemic times. The institution has been increased the band width of the internet connection to 25MBPS from 10 MBPS.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://snmcvirtual.online/">https://snmcvirtual.online/</a>

**4.3.2 - Number of Computers**

**175**

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	<a href="#">View File</a>

**4.3.3 - Bandwidth of internet connection in the Institution**

**C.10 - 30MBPS**

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

**4.4 - Maintenance of Campus Infrastructure**

**4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)**

**4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)**

**3.78**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The institution has taken the following steps:

- 1. The college has a building and maintenance committee that oversees new construction and extensions as needed, as well as the college's overall infrastructure maintenance.
- 2. The college council monitors the maintenance of physical infrastructure, Internet access, sports maintenance and expansion, through several committees.
- 3. The library committee, chaired by the principal, oversees the upkeep and improvement of library facilities in accordance with teacher and student needs.
- 4. A separate canteen committee is in charge of enforcing the sanitary standards and issuing regular instructions for food quality improvement.
- 5. There are technical experts for computer maintenance and repair on a regular basis.
- 6. The building committee monitors and maintains the institution's electricity and water supply systems on a regular basis.
- 7. The PTA monitors the students' toilet facilities on a regular basis and aids in the construction of additional infrastructural facilities based on the need of the students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="#">Nil</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

**5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year**

614

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

**5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year****5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year**

75

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

**5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills**

**A. All of the above**

File Description	Documents
Link to Institutional website	<a href="#">Nil</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

#### 5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

832

#### 5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

832

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

A. All of the above



File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

99

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	<a href="#">View File</a>

### 5.2.2 - Number of students progressing to higher education during the year

#### 5.2.2.1 - Number of outgoing student progression to higher education

85

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of student progression to higher education	<a href="#">View File</a>

### 5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

### 5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

2

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<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 university/state/national / international level (award for a team event should be counted as one) during the year

##### 5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

9

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms )

Students being the major beneficiaries of the institution, are given important role in various administrative, co-curricular and extracurricular activities of the college. Every academic year

college constituted College Union as per the guidelines of the Mahatma Gandhi University, Kottayam. The parliamentary mode of election is followed in the institution as per the decision of the Staff council. Students of each class elected their male and female representatives, these representatives elect the College Union Council members. The Student council coordinated all the programmes including University Kalotsavam, college day, Debates, extension activities, film festival, major celebrations, cultural fests etc. But due to the pandemic situation, college union election was not conducted during this academic period. But college have total 102 class representatives from all the classes in this academic year. The college have student representatives for various clubs, cells and committees were elected by the respective faculty coordinators of the concerned cells. The student representatives played an important role in the formulation of various activities of cells/ clubs and committees with the support from the teacher coordinator. Each department has an association secretary from student community. This empowers the leadership qualities and practical application of their skills. Virtual meetings are regularly conducted in order to plan and execute all programmes. The IQAC, Anti -ragging cell and anti-alcoholic & anti narcotic The students are represented in all major bodies in the college like IQAC, Anti -ragging cell, anti-alcoholic & anti narcotic cell, NSS, NCC, etc.

File Description	Documents
Paste link for additional information	<a href="#">Nil</a>
Upload any additional information	<a href="#">View File</a>

### 5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

#### 5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

36

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<a href="#">View File</a>

#### 5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Institution has a well established Mother Alumni and a global chapter named asSNM Alumni Global Association (SAGA)a registered global alumni. They are always contribting for the improvement and upliftment of the institution by providing infrastructural facilities and financial support to the needy stakeholders. Registration process for the mother alumni is going on.

File Description	Documents
Paste link for additional information	<a href="#">Nil</a>
Upload any additional information	<a href="#">View File</a>

5.4.2 - Alumni contribution during the year (INR in Lakhs)

D. 1 Lakhs - 3Lakhs

File Description	Documents
Upload any additional information	<a href="#">View File</a>

#### GOVERNANCE, LEADERSHIP AND MANAGEMENT

##### 6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Vision of SNM College is in unison with the vision of the Great

Sree Narayana Guru, to liberate the weak and the oppressed of the society through education and to teach them to stand together and work together to attain excellence in their own and their fellow men's live.

As a part of realizing its vision, the college is following a mission of evolving a new generation of young people committed to work proactively for social reconstruction. Academic community of the college is committed to guide the students to actively participate in curricular and non-curricular activities aiming at realizing social reformation vision of the institution. Without any kind of gender discrimination students are given the freedom to work together in different activities organized by the departments or in the cultural and intellectual programmes organized for the whole institution. Our thrust is on the creation of such youngsters who have learned the skills of working together in the rhythm of love and mutual understanding to attain our social goals of liberty and equality.

Shri Narayana Guru's vision, ideology and his messages is designed with a view to impart value education to the student community who have been severely diverting from Ethics and Morality of a gentleman life. Our institution always try to upload the objective of "Education to All; without any discrimination"

File Description	Documents
Paste link for additional information	<a href="https://www.snmcollege.in/">https://www.snmcollege.in/</a>
Upload any additional information	<a href="#">View File</a>

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

1) College has a College Council with Principal, IQAC coordinator, HoDs of all the departments, Librarian, Superintendent of the office and two representatives of the teaching staff as its members. All matters related to college are discussed and approved by council. The decisions taken in the council are conveyed to the departments by HoDs through the departmental meetings. The decisions which needs to be implemented are discussed and necessary instructions are given in the departmental meetings. The information which needs to be communicated to students are done by

the respective tutors. IQAC conducts meetings regularly with DQAC Members (DQAC consists of representatives from all departments and supporting units) to plan and execute all academic activities. Necessary information and decision from college council is discussed in the IQAC and DQAC meetings as well. 2) College has a Planning Board consisting of Principal, Manager, DCDC of MG University, IQAC coordinator, NAAC coordinator, Librarian, Head accountant of the office and Teacher Representatives. The planning Board is constituted to plan and implement all the academic and administrative affairs of the college. All the matters needed for improving the quality of the college are discussed and planned in the Board. The decisions made by the planning board are communicated to the college council.

File Description	Documents
Paste link for additional information	<a href="https://www.snmcollege.in/">https://www.snmcollege.in/</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Our strategic planning process is ongoing, with a particular focus on achieving institutional objectives in this cutthroat environment. Strategic planning and deployment considers the direction that the company should move in order to attain its stated goals and objectives based on a review of present barriers and potential future opportunities.

#### Core Strategies of a Plan

1. Effective teaching learning process
2. Assessment & Evaluation - Internal Quality Assurance cell
3. Career Guidance and Placement system
4. Soft Skill Development platform
5. Research & Innovation
6. Entrepreneurship
7. Outreach Activities
8. Staff development & welfare
9. Alumni Interaction and participation and Outreach activities
10. Financial Management
11. Expansion of Certificate and value added courses
12. Best Practices

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="#">NIL</a>
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The college handles all service elements of the Permanent Teaching Staff and Non-Teaching Staff of the institution in accordance with Kerala State Rules (KSR), M G University statutes, and UGC rules. College's hiring practises are open and transparent. At the conclusion of each academic year, recruitment of teaching, non-teaching, and office support employees is planned after taking the requirements for the upcoming academic year into account. The college fills open positions on its permanent teaching faculty in accordance with government regulations, university bylaws, and UGC standards. Colleges employ teachers on a contract basis who are chosen in accordance with a carefully crafted recruitment policy. Office management and non-teaching employees of the college are hired on a permanent basis in accordance with government and university regulations; those hired on a contract basis are appointed formally in accordance with procedures developed by the college in cooperation with governmental requirements. Promotional policies and salary increases for permanent teaching, non-teaching, and office staff are in accordance with related government and statutory rules, while those employed under a contract are subject to policies established by the college, some of which include a self-appraisal system used by the college's teaching staff to gauge their performance.

File Description	Documents
Paste link for additional information	<a href="#">NIL</a>
Link to Organogram of the institution webpage	<a href="#">NIL</a>
Upload any additional information	<a href="#">View File</a>

<b>6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination</b>	<b>A. All of the above</b>
File Description	Documents
ERP (Enterprise Resource Planning)Document	<a href="#">View File</a>
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>
<b>6.3 - Faculty Empowerment Strategies</b>	
6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff	
<p>The Institution has a Staff Co-operative Society and SRBS Scheme (Staff Retirement Benefit Scheme) for the welfare of the beneficiaries. Staff Wefare Club is formed in the year 2019. Staff Welfare Club decided to organizeand refreshment programs such as staff tour and cultural events. Staff Co-Operative Society of our college started its service on 29/01/1983 followed by its registration. It provides the financial assistance MDS, Fixed investments, Long Term Loans and also Covid special loans during the pandemic period. It also provides loan with lower interest rate to the faculties. Hostel facility for Teaching and Non-Teaching Staff are also provided. Faculty Development Programmes were conducted to improve teaching skills by the assistance of PTA fund. Regular motivation and support for all teachingstaff to venture higher studies at the institute.</p>	
File Description	Documents
Paste link for additional information	<a href="#">NIL</a>
Upload any additional information	<a href="#">View File</a>



**6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year****6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year**

42

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

**6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year****6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**

1

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

**6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)****6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

39

File Description	Documents
IQAC report summary	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

#### 6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

For teaching staff the college follows the same performance appraisal system prescribed by the university for career advancement. Performance appraisal form for non teaching staff is conducted during this period. The questions include professional competence, performance, personal characteristics and attitude towards co-workers, public and students. It will help the administrative staff to improve and perform better in future.

File Description	Documents
Paste link for additional information	<a href="#">NIL</a>
Upload any additional information	<a href="#">View File</a>

### 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Internal and external audit are done every year. The external audit is done by the college with a registered Chartered Accountant. All the details are kept in the college office for future need.

File Description	Documents
Paste link for additional information	<a href="#">NIL</a>
Upload any additional information	<a href="#">View File</a>

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

##### 6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

1602134

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

#### 6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The college has a financial management system and cares about both raising funds and allocating and using funds effectively.

- Budget allocation and planning at the departmental level
- Forecasting income and expenses; efficient operation of the buying committee; and creation and approval of the budget by the finance committee
- Maintain proper auditing for academic related funds
- Assistance given for internships, field trips, trainings, and guest talks
- Identification of industry needs, curricular recommendations for elective courses outside the core curriculum, and prospects for industry-based/sponsored projects and has fund release

File Description	Documents
Paste link for additional information	<a href="#">NIL</a>
Upload any additional information	<a href="#">View File</a>

## 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The Institution has envisaged a perspective strategic plan and deployment document in tune with the goals, vision, mission and core values. At all levels, the IQAC has made a significant contribution to the implementation of quality assurance policies and procedures. The Institute IQAC prepares, assesses, and proposes the following:

- Submission of AQARs for accreditation in a timely manner.
- Evaluation of teaching and learning practices at the institute
- Deployment of new platforms, methods and strategies for better implementation of curricular and non-curricular activities
- Provision to maintain structured feedback system from all stakeholders
- Measures taken for student support and welfare in the college campus.
- Analysis of examination results semester wise and works out strategies to improve student performance

Significant contributions at present

- For the augmentation of infrastructural facilities, the Russa fund has effectively used.
- Address the issues and grievances of faculty an Internal Complaint Committee (ICC) is formed.
- New Certificate Courses are added according to the needs of students.
- Taken measurement for implementing newly started M.Sc Integrated course to enhance its efficacy.
- Faculties are being motivated to take Ph.D and Guideship and publications.

File Description	Documents
Paste link for additional information	<a href="#">NIL</a>
Upload any additional information	<a href="#">View File</a>

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

**IQAC collects action plan from all departments and ensures that the departments adhere to the plan during the academic year.**

**IQAC ensures proper conduct of internal and external examinations.**

**IQAC ensures the conduction of department level meeting and PTA meetings to solve the problems of teaching and learning process in fruitful manner**

**IQAC support, monitor and guide departments in conducting academic seminars and workshops .**

**During the COVID pandemic period, the IQAC of the institution played a significant role in maintaining the quality of teaching and learning process with the help of Moodle platform in the form of offline and online mode. Regularly conducted online examination after the completion of each module.**

**IQAC urge the faculty members to use the LMS platform to its maximum level by putting maximum number of video lessons and other study materials in the course pages.**

File Description	Documents
Paste link for additional information	<a href="#">Nil</a>
Upload any additional information	<a href="#">View File</a>

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s)**

**C. Any 2 of the above**

**Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="#">NIL</a>
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

**INSTITUTIONAL VALUES AND BEST PRACTICES**
**7.1 - Institutional Values and Social Responsibilities**
**7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year**

The institute maintains a policy of treating faculty members equally, regardless of gender. Based on their aptitude for leading departments, serving as conveners of various committees, and performing their tasks effectively, women faculty members are nominated for these positions. Our college is committed to educating and following the idea of gender sensitization among the students as part of constitutional obligation. The institution has implemented Gender Equality Forum in addition to other measures for the promotion of gender equity. This forum periodically runs a variety of programmes and activities for the students to spread the concept of female empowerment and sensitization. In order to raise awareness among the students about their rights and to teach them about women's empowerment, our college established a women's cell and an anti-ragging cell. We put up signs and other official notices warning against racial harassment and outlining the strict measures that would be taken against it. The college has also formed an Internal Complaints Cell, Counselling Cell, and installed CCTV cameras to improve safety and security on campuses.

Programs conducted by the institution for the promotion of gender equity are given below

- Organized a seminar on "Women empowerment: Past, Present and Future" on 8th March 2020.

- **International Women's Daycelebrations**
- **Webinars on " A day with a woman scientist " &"Gender Justice: myth or reality?"on 12 th November 2020 by the transgender poet, Smt. Vijayarajamallika**
- **UN International day for the Elimination of Violence against Women celebrationson 25th November 2020.**

File Description	Documents
Annual gender sensitization action plan	<a href="https://www.snmcollege.in/assets/img/downloads/7.1.1-Annual-Gender-Sensitization-Action-Plan-2020-2021.pdf">https://www.snmcollege.in/assets/img/downloads/7.1.1-Annual-Gender-Sensitization-Action-Plan-2020-2021.pdf</a>
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="https://www.snmcollege.in/assets/img/downloads/7.1.1-Specific-facilities-provided-for-women.pdf">https://www.snmcollege.in/assets/img/downloads/7.1.1-Specific-facilities-provided-for-women.pdf</a>

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment**

**C. Any 2 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

**7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management**

**As per green protocol, our college is emphasizing disposal of waste at its source as far as possible**

- **Avoided plastic materials, flexes etc.**
- **Regularly using steel glasses and bottles.**
- **Use of dust bins emphasised.**
- **Kerala Suchithwa Mission's Collectors @ College project,**

launched by the Kerala State government started on 24th February 2020. Four types of Waste bins are provided for solid waste management. Due to Covid -19 pandemic, its activities are not executed in full-fledged form.

- Functioning a biogas plant for disposal of food waste and Incinerators in each woman toilet block and common rest room.
- The liquid waste generated in toilets, wash areas and canteen pass to the drainage pits.
- Periodically sold-out E waste to external agency.
- No Biomedical and Radioactive wastes are made.

College strictly follows safety protocols while conducting the practical sessions. Microscale experiments with minimum use of chemicals are adopted to reduce the use of hazardous chemicals in the UG level practical by familiarizing more content from virtual labs. Some initial steps are taken in the PG level too.

- Provided separate bins for degradable and non-degradable waste.
- Incinerated Solid waste such as used filter papers.
- Neutralizing liquid waste containing acid components by using sodium bicarbonate

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	<a href="#">View File</a>

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus**

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded



<b>7.1.5 - Green campus initiatives include</b>	
<b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b>  <b>1.Restricted entry of automobiles</b> <b>2.Use of bicycles/ Battery-powered vehicles</b> <b>3.Pedestrian-friendly pathways</b> <b>4.Ban on use of plastic</b> <b>5.Landscaping</b>	<b>A. Any 4 or All of the above</b>
<b>File Description</b>	<b>Documents</b>
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	<b>No File Uploaded</b>
<b>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</b>	
<b>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities</b>	<b>D. Any 1 of the above</b>
<b>File Description</b>	<b>Documents</b>
Reports on environment and energy audits submitted by the auditing agency	<b>No File Uploaded</b>
Certification by the auditing agency	<b>No File Uploaded</b>
Certificates of the awards received	<b>No File Uploaded</b>
Any other relevant information	<a href="#">View File</a>
<b>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage</b>	<b>A. Any 4 or all of the above</b>

including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment  
**5. Provision for enquiry and information :**  
**Human assistance, reader, scribe, soft copies of reading material, screen reading**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	<a href="#">View File</a>

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

College is following the Darsanam "Provide education to all, irrespective of caste or creed" of Social Reformer Sree Narayana Guru. Every year, college is strictly following rules and regulations of MG university and Govt of Kerala in the admission process of SC, ST.

With the aim of imparting the communal harmony among the children, a unit called Sree Narayana Study and Research Center has been functioning since 1968. A syllabus-based certificate course is also being conducted for the students. It enables students to understand the importance of secular human beings and to work with intellectual freedom. Classes based on religious harmony and values of life are beneficial to students and teachers alike.

Organised Onam and Christmas celebrations which helps to maintain a communal harmony. Observed International Women's Day by organising cultural programmes like classical dance, group dance, folk dance, songs, poem, mono-act which focused on contemporary issues faced by women in the society. Observed Independence Day, Yoga Day, Gandhi Jayanthi, Republic Day, Vijaya Diwas, World Minority Day to promote national integration. The various

celebrations at this college are a testament to ecological, social, economic and religious harmony. All these were organised in online mode due to the covid 19 pandemic

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Anti-Narcotic cell, Anti Ragging Cell, Anti Alcoholic Forum, NSS, NSS, Gender Equality Forum etc initiated a number of sensitization programmes in online mode due to the covid 19 pandemic.

- To create awareness about basic human rights, Department of Physics has organised a webinar on "Human rights in the modern world" on 19th October 2020.
- Through the village adoption programme, we aim to inculcate the social responsibility.
- Organised a webinar on "Gender Justice: myth or reality?" which aims to equip the young generation with the need to protect and respect the rights and opportunities of all citizens provided by the Indian constitution irrespective of gender
- Through the activities of Sree Narayana Study and Research centre, we are developing values of life among the students.
- Showed an awareness video regarding Disaster management, Humanitarian values and conducted an online awareness class for the new Red Cross members.
- To aware the importance of constitutional duties, observed Constitution Day by creating a video of reading the preamble of Indian constitution.
- To develop humanitarian values, on Palliative Care Day, NSS volunteers had visited the paralyzed patients and the people who are running their old ages.

Celebrated Independence Day and Republic Day to inculcate patriotism

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="https://drive.google.com/file/d/1hsP_jJ2VITbNqoVxy7VKXL-OAiP-3a17/view?usp=drivesdk">https://drive.google.com/file/d/1hsP_jJ2VITbNqoVxy7VKXL-OAiP-3a17/view?usp=drivesdk</a>
Any other relevant information	<u>Nil</u>

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized**

**A. All of the above**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

**7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals**

**Observed**

- **International Women's Day by organising**
  - **webinar on "A day with a woman scientist "**
  - **essay competition**
  - **video presentation of cultural programmes..**
  - **skit depicting the role of women in every houses.**
  - **Awareness class for the NSS volunteers**

- UN International day for the Elimination of Violence against Women by conducting a film review competition on 25 th November 2020.
- Photography Competition sponsored by The Directorate of Environment and Climate Change, Govt. of Kerala, in World Environment Day on different varieties of plants in your environment or from your own garden or photos of planting veggies in your own kitchen garden. Also planted some saplings.
- Slogan competition and a Poster making competition sponsored by The Directorate of Environment and Climate Change, Govt. of Kerala on World Ozone Day,
- World Mother Tongue Day, Reading Day
- International Yoga Day , National Sports Day
- Independence Day and Republic Day, World Minority Rights Day, Gandhi jayanthi, Kargil Vijay Divas, International Migrants Day, Martyr's Day
- World Photography Day , World Sight Day, World Population Day, World Statistics day
- National Science Day, National Moon Day, World Water Day, World Wild Life Day, World Red Cross Day, World Tobacco Day

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

### BEST PRACTICE I

**TITLE OF THE PRACTICE:VILLAGE ADOPTION PROGRAM"GRAMODHARANAM KALALAYA VIDYARTHIKALILUDE"**

Village Adoption Program "Gramodharanam Kalalaya Vidyarthikalilude", the program which is implemented, as an initiative taken by IQAC, to inculcate the idea of social responsibility among the students.

**BEST PRACTICE II**

**TITLE OF THE PRACTICE: SAAKALYA-A GREEN INITIATIVE OF S.N.M COLLEGE, MALIANKARA TO SAVE OUR EARTH & PROTECT ENVIRONMENT**

Human existence is quite impossible without the presence of a healthy Environment. Environmental conservation has become one of the core issues that need to be addressed to battle climate change and global warming; Saving Environment is the need of the hour. In this situation, SNM College Maliankara initiated the program "SAAKALYA"

**BEST PRACTICE III TITLE OF THE PRACTICE: TRANSCEND- Coaching Centre for Competitive Exams and Skill Development**

SNM College Maliankara initiated, a program called "TRANSCEND": a Coaching Centre for Competitive Exams and Skill Development, to transform the mindset of students of the institution in such a way that they should be focused towards their career.

File Description	Documents
Best practices in the Institutional website	<a href="https://drive.google.com/file/d/1k5FhZ8x7nOnsqLBJ9rlyJnjDI-GhsfJY/view?usp=drivesdk">https://drive.google.com/file/d/1k5FhZ8x7nOnsqLBJ9rlyJnjDI-GhsfJY/view?usp=drivesdk</a>
Any other relevant information	<a href="https://drive.google.com/file/d/1jwumJTfdONqDk6DIEM6D92XnfT8Er3U/view?usp=drivesdk">https://drive.google.com/file/d/1jwumJTfdONqDk6DIEM6D92XnfT8Er3U/view?usp=drivesdk</a>

**7.3 - Institutional Distinctiveness**

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

**Sree Narayana Study and Research Centre: A centre for study and dissemination of the principles of Sree Narayana Guru**

A centre established in 2000, to transmit the messages of the social reformer Sree Narayana Guru, to the society. In every year, the study centre is offering a certificate course to promote student's basic qualities such as as truthfulness, co-operation and universal brotherhood. The activities of this academic year were held in online mode due to the covid pandemic. Conducted a National Seminar on "Sree Narayana Guru's Vision and Society" for 4 days from March 23 to 26, 2021. The centre celebrated Jayanthi, the birth day of Sree Narayana Guru online by conducting various

competitions like essay writing, drawing, recitation of the works of Guru, quizzes etc for students, teachers and non-teaching staff of the institution. The library with rare collection of books written about the life and works of Guru attached to the centre, helps the young students and local people to learn the principles of Guru.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	<a href="#">View File</a>

### 7.3.2 - Plan of action for the next academic year

#### Future plans

- A new improvised Student Information Management System in which students and parents can access to their/their wards academic related information.
- Introduction of New Certificate courses at the instution for thecareer advancement of the students
- Encourage students to registerin online courses (MOOC, Swayam, NPTEL Courses)
- Fostering socio-economic responsibility among students through "SNEHAPOORVAM"mission
- Expand the activities and measures for"SAAKALYA" MIission
- Conduct green and energy audit with external agencies
- Implement 24x7 feedback system for the stakeholders
- To launch an online library management system based on Koha.