



## **YEARLY STATUS REPORT - 2021-2022**

### **Part A**

#### **Data of the Institution**

<b>1.Name of the Institution</b>	<b>S.N.M 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 **Mahatma Gandhi University,  
Kottayam**
- Name of the IQAC Coordinator **Dr. Baiju E C**
- Phone No. **9447750443**
- Alternate phone No. **8606225802**
- Mobile **9447568852**
- IQAC e-mail address **snmciqac@gmail.com**
- Alternate Email address **baijusnmc@gmail.com**

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

<https://snmcollege.ac.in/wp-content/uploads/2023/02/AQAR-2020-21.pdf>

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

**Yes**

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

<https://snmcollege.ac.in/academic/academic-calender/>

**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)**

- Developed Unique virtual Moodle platform for the college and Effective implementation of Blended learning
- Increased number of certificate courses
- Systematic Faculty Performance evaluation and Academic and Administrative Auditing
- Systematic and structured feedback system
- Internal Green auditing and Plastic free campus initiatives

**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
<p style="text-align: center;"><b>Effective implementation of Blended learning</b></p>	<p>Pandemic forced us to implement the online mode of education during the initial part of the academic year. Eventually, the conditions were relaxed, and the academic activities progressed in a blended mode. IQAC has organized FDPs for faculty to equip them with ICT-based online teaching. Students without digital gadgets were identified</p>

	and were provided with gadgets
Academic Auditing for quality improvement	Conducted Academic auditing with external experts
Feedback from all stakeholders	IQAC collects feedback from students, teachers, alumni and employers and submits an analysis to the college council for Heads and Principal to act on. Feedback analysis is also presented at Managing Body meetings and syllabus related suggestions are reported to the institution by BOS members for curriculum enrichment.
Faculty development programmes	100% of the faculty attended various faculty development programs conducted by IQAC.
To conduct Internal Environment and energy audits	Maintained environmental standards as per regulatory norms
Sensitization of students and teachers on NEP	Distributed handbook related to NEP
Increase the number of certificate courses	College has extended the number of certificate course from 7 to 13
Preparation of Academic Calendar and green calendar	College Academic calendar and Handbook prepared with exam schedule, departmental Year Plans of curricular, cocurricular and extension activities. As part of SAAKALYA green calendar also published
Ensure the maximum student participations in sports & cultural events	Students participated in various cultural and sports events during 2021-22

**13. Whether the AQAR was placed before statutory body?**

Yes

- Name of the statutory body

Name	Date of meeting(s)
College Council	23/05/2023

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

## Part A

### Data of the Institution

<b>1.Name of the Institution</b>	<b>S.N.M 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, Kottayam</b>
• Name of the IQAC Coordinator	<b>Dr. Baiju E C</b>

• Phone No.	9447750443				
• Alternate phone No.	8606225802				
• Mobile	9447568852				
• IQAC e-mail address	snmciqac@gmail.com				
• Alternate Email address	baijusnmc@gmail.com				
<b>3.Website address (Web link of the AQAR (Previous Academic Year)</b>	<a href="https://snmcollege.ac.in/wp-content/uploads/2023/02/AQAR-2020-21.pdf">https://snmcollege.ac.in/wp-content/uploads/2023/02/AQAR-2020-21.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://snmcollege.ac.in/academics/academic-calender/">https://snmcollege.ac.in/academics/academic-calender/</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		

<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	Yes	
<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>		
<ul style="list-style-type: none"> <li>Developed Unique virtual Moodle platform for the college and Effective implementation of Blended learning</li> </ul>		
<ul style="list-style-type: none"> <li>Increased number of certificate courses</li> </ul>		
<ul style="list-style-type: none"> <li>Systematic Faculty Performance evaluation and Academic and Administrative Auditing</li> </ul>		
<ul style="list-style-type: none"> <li>Systematic and structured feedback system</li> </ul>		
<ul style="list-style-type: none"> <li>Internal Green auditing and Plastic free campus initiatives</li> </ul>		
<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	
<ul style="list-style-type: none"> <li>Effective implementation of Blended learning</li> </ul>	<p>Pandemic forced us to implement the online mode of education during the initial part of the academic year. Eventually, the conditions were relaxed, and the academic activities progressed in a blended mode.</p> <p>IQAC has organized FDPs for faculty to equip them with ICT-based online teaching. Students without digital gadgets were identified and were provided with gadgets</p>	



Academic Auditing for quality improvement	Conducted Academic auditing with external experts
Feedback from all stakeholders	IQAC collects feedback from students, teachers, alumni and employers and submits an analysis to the college council for Heads and Principal to act on. Feedback analysis is also presented at Managing Body meetings and syllabus related suggestions are reported to the institution by BOS members for curriculum enrichment.
Faculty development programmes	100% of the faculty attended various faculty development programs conducted by IQAC.
To conduct Internal Environment and energy audits	Maintained environmental standards as per regulatory norms
Sensitization of students and teachers on NEP	Distributed handbook related to NEP
Increase the number of certificate courses	College has extended the number of certificate course from 7 to 13
Preparation of Academic Calendar and green calendar	College Academic calendar and Handbook prepared with exam schedule, departmental Year Plans of curricular, cocurricular and extension activities. As part of SAAKALYA green calendar also published
Ensure the maximum student participations in sports & cultural events	Students participated in various cultural and sports events during 2021-22
<b>13. Whether the AQAR was placed before statutory body?</b>	Yes
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	

Name	Date of meeting(s)
College Council	23/05/2023

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

Year	Date of Submission
2021-2022	04/02/2023

**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 Number of courses offered by the institution across all programs during the year	491
---	-----

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

### 2.Student

2.1 Number of students during the year	2124
---	------

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

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

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

2.3 Number of outgoing/ final year students during the year	727
--	-----

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

<b>3.Academic</b>	
3.1 Number of full time teachers during the year	100
File Description	Documents
Data Template	<a href="#">View File</a>
3.2 Number of sanctioned posts during the year	100
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1 Total number of Classrooms and Seminar halls	56
4.2 Total expenditure excluding salary during the year (INR in lakhs)	15162358
4.3 Total number of computers on campus for academic purposes	175
<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>Depending on the institution's resource potential, the institute provides quality education according to the academic calendar. The institution has created a well-organized and efficient curriculum implementation. The many methods it uses to carry out the curriculum are as follows.</p> <p><b>Academic Calendar:</b> The academic calendar is created in accordance with the affiliated university's academic calendar and the Institute's requirements as determined by the action plans.</p>	

**Lesson Plan:** The lesson plan is created in a teachers' diary and contains a personal timetable, information about the subject to be taught, and a list of the topics that were actually covered throughout the course of the semester as compared to the plan. Each department's head inspects the dairy once a week, and the principal does so once a month. In addition to the aforementioned, the lesson plan, which covers course objectives, course outcomes, planning and execution of the course, etc., has been in place since 2018-19. The implementation is examined by the principal and department leaders.

**Academic file:** Every teacher has a file that includes the following information: 1. Personal timetable 2. Proper lesson plan 3. Record of students' attendance 4. Mentoring Register 5. Records of Continuous Internal Evaluation

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://snmcollege.ac.in/academics/curriculum-planning/">https://snmcollege.ac.in/academics/curriculum-planning/</a>

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

The designated authority creates an academic calendar at the start of each semester in accordance with the University's schedule, which includes a variety of curricular, extracurricular, and co-curricular events. The calendar is posted on the college website, made visible on notice boards.

**Compliance with the Academic Calendar for Continuous Internal Evaluation**

**Schedule for classes and labs - Timetable** Prior to the commencement of the semester, the coordinator of each department creates the timetable in accordance with the requirements of the affiliating institution for the amount of credit hours for each topic and the academic calendar.

**Course files and Lecture Plans:** After topics are assigned to faculty, each subject's course file, which includes a thorough teaching schedule, is created.



**Internal Exams:** The academic calendar lists the dates for internal exams. The principal and the HODs make an early announcement of the detailed examination schedule. The answer sheets are cross checked in each department to ensure transparent and unbiased evaluation. Internal viva and practical tests are held by the appropriate departments prior to or following the pre-university exams in the case of laboratories and projects.

**Academic Monitoring:** Every Head of Department keeps a monthly report on the subjects covered in each course, the number of students in attendance, and the assignments given. For students who struggle in conceptual courses, remedial lessons are offered.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://snmcollege.ac.in/academics/examinations/internal-examinations/">https://snmcollege.ac.in/academics/examinations/internal-examinations/</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)**

16

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**

2058

File Description	Documents
Any additional information	<a href="#">View File</a>
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 related to 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 worker Sree Narayana Guru. The village adoption programme amalgamates the institution with the socially and economically backward people from the Vadakkekara Panchayath.

**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 rules and maintain discipline in the college premises.

**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- SAAKALYA-** A green initiative of S.N.M College to save earth and protect environment through education, research, operations, community partnerships, and more. It is a special opportunity to integrate sustainable practices into community and inspire and prepare students, faculty, and visitors to make a difference. The online programme by MOOC course on Organic Farming provided by the university with a well defined syllabus and online learning resources enables students to develop interest in organic 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 environment and 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**

**22**

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

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

1413

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

File Description	Documents
URL for stakeholder feedback report	<a href="https://snmcollege.ac.in/igac/stakeholders-feedback/">https://snmcollege.ac.in/igac/stakeholders-feedback/</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>

<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>A. Feedback collected, analyzed and action taken and feedback available on website</b>
---	---

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://snmcollege.ac.in/igac/feedback-report/">https://snmcollege.ac.in/igac/feedback-report/</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

**724**

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

**282**

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
2124	100

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 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. The students are also involved in various extension programmes and activities which will improve their organisation skills and capability.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://snmcollege.ac.in/igac/aqar-and-annual-reports/6-5-2/">https://snmcollege.ac.in/igac/aqar-and-annual-reports/6-5-2/</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. 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	<a href="#">View File</a>

### 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

64

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

100

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
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

22

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

806

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

The IQAC creates the academic calendar for the Institute while taking into account the rules set forth by the University, which cover all activities including the execution of Continuous Internal Evaluation (CIE).

Components of the CIE system:

- The preparation of the question paper and scheme, which is done by the corresponding faculty and is based on the percentage of the syllabus covered.
- The Department Head reviews and approves the question paper.
- To ensure a smooth CIE, printed test questions are given to the internal examination cell.
- All faculty members and students will then be given access to the internal assessment timetable and evaluation scheme that the college has prepared. During orientation programmes



and at suitable times in class, students are told about the evaluation procedures and the format of the examination questions at the beginning of the academic year.

- After papers have been evaluated, the appropriate faculty members calculate students' CO-PO attainment.

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

A transparent, time-bound and efficient method is being followed in S.N.M College in terms of dealing with internal examination related grievances.

The internal examination date is announced in a timely manner, so that students have enough time to prepare for the concerned subject. After the examination, the answer sheets are collected and valued by the concerned teacher. To preserve openness and consistency in the evaluation of the internal exams, the answer to the test and the question-by-question grading system are posted on the notice board. Students are handed the graded answer sheets in class, and if necessary, the faculty takes up specific complaints with a student on the paper. The average scores from assessments are computed and confirmed with the students at the conclusion of the semester. If any inconsistencies are brought to the faculty's attention by the students, the faculty will address them right away. There is a 24 x 7 grievance system in the institute, which allows students to lodge their complaints immediately if they have any issues with the evaluation of an answer sheet. The complaints made are documented, and appropriate action is taken to address the problem.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://snmcollege.ac.in/wp-content/uploads/2023/04/Feedback-Report-2021-22.pdf">https://snmcollege.ac.in/wp-content/uploads/2023/04/Feedback-Report-2021-22.pdf</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 Outcomes (PO) were formulated on the basis of the UGC guidelines on Graduate Attributes. While formulating POs, the College considered academic excellence, scope of extension activities, human values, livelihood generation, recent trends in the job markets and vision and mission of the college. Teachers who handle various courses explain course outcomes and relate such outcomes to POs and PSOs while introducing the course at the beginning of a semester. These are also displayed through the College website and soft copies of syllabus with PSOs and COs are shared with the students through Moodle (snmcvirtual. The parents are also made aware of these outcomes through orientation programme and parent-teacher meetings. Timely revision of the outcomes is done as per the changes introduced in the syllabus by the affiliated University.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://snmcollege.ac.in/academics/programmes-outcome/">https://snmcollege.ac.in/academics/programmes-outcome/</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="https://snmcollege.ac.in/wp-content/uploads/2023/04/Study-tour-report-2021-22.pdf">https://snmcollege.ac.in/wp-content/uploads/2023/04/Study-tour-report-2021-22.pdf</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

457

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="https://drive.google.com/file/d/1ROYmdbZV3JpNwbeg5bXEOwklCVbDbTI_/view?usp=drivesdk">https://drive.google.com/file/d/1ROYmdbZV3JpNwbeg5bXEOwklCVbDbTI_/view?usp=drivesdk</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://snmcollege.ac.in/wp-content/uploads/2023/04/SSS-Report-2021-22.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

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

05

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	<a href="#">View File</a>
Supporting document from Funding Agency	<a href="#">View File</a>
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

For the active promotion of innovation, the institution offers a supportive environment through various cell and clubs.

- **Promoting Innovation:** College makes environment of scientific attitude among students through Institution Innovation Council (IIC). The cell encourages students and faculties to improve their social work, administration, and research abilities.
- **Innovative ideas are promoted among the students:** Kerala Government in collaboration with K-Disc" Young Innovators Program" was conducted by the institute. Students are encouraged to present their innovative working project models & products through the program. Entrepreneurship club have helped our students to develop necessary skills & develop innovative ideas in various domains.
- **Center of Excellences:** Our institution has an international herbarium SNMH, accredited by New York Botanical Garden (NYBG) is functioning in the research department of Botany.
- **Human Resources:** By providing a stipend on a monthly basis during the course work, the institute has taken the initiative to encourage the faculty members to pursue their Ph.D. study.
- **Research infrastructure:** The Departments of Botany and Chemistry each house two research centres for the college. There are five research guides working for the department, and they are all working on major research projects with grants from federal and state organizations. The department has state-of-the-art laboratories with a variety of high-end foreign equipment.
- **Collaborations:** The College collaborates with national level organizations and institutes, to encourage the creation of projects in real time, the college has signed MOUs with a few enterprises.

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

5

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
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

01

File Description	Documents
URL to the research page on HEI website	<a href="https://snmcollege.ac.in/research/research-guides/">https://snmcollege.ac.in/research/research-guides/</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

07

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

03

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

To raise awareness of the needs of the community among the students, the institution promotes a variety of extracurricular activities. The social service activities that our college's students actively engage in contribute to their overall development. The National Service Scheme and National Cadet Corps Units are successfully managed by the college. Through these programmes, the college engages in a number of community outreach initiatives.

The NCC and NSS college units take part in various initiatives during the year like 1. Swachh Bharat initiatives 2. Blood donation camps 3. Awareness programs 4. Environmental protection 5. Medical Camps

Through a variety of initiatives, such as those promoting cleanliness, a greener environment and tree planting, gender sensitization, a clothing and stationery donation drive, hygiene and environmental awareness, plantation drives, mental health awareness, as well as events like National Day events, women's empowerment programmes, International Day celebration, etc, the institute is leading in transforming students and teachers into responsible citizens of the country and imparting holistic development of students. This includes not just encouraging social and community activities to sensitise students.

File Description	Documents
Paste link for additional information	<a href="https://snmcollege.ac.in/cells-club/cells/ncc/">https://snmcollege.ac.in/cells-club/cells/ncc/</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	<a href="#">View File</a>
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

**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**

27

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
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**

1656



File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
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

4

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
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

03

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
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 160 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://snmcollege.ac.in/">https://snmcollege.ac.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 Bal

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://snmcollege.ac.in/">https://snmcollege.ac.in/</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	<a href="#">View File</a>
Paste link for additional information	<a href="https://snmcollege.ac.in/snmc-virtual-campus/">https://snmcollege.ac.in/snmc-virtual-campus/</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)**

144.81804 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)

The library is automated with Integrated Library Management Software (ILMS) since the academic year 2012-2013, Koha Version: 21.05.04.000. Through the software, the library provides various services and facilities like OPAC, (Multiple Searching), circulation, stock verification and preparation of various reports. The users can search the library online catalogue by author's name, title, subject, and other keywords within the campus through LAN. All the Departments are provided with OPAC facility to search books, journals and other reading materials available in the library. All the books, CDs, Projects are accessioned with barcode stickers for automatic scan during the processes of issue and return to the library for the stakeholders.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://snmcollege.ac.in/library/resources/">https://snmcollege.ac.in/library/resources/</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	<a href="#">View File</a>
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)

0.87,776 lakhs

File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
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

120

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

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

B. 30 - 50MBPS

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

151.62358 Lakhs

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="https://snmcollege.ac.in/snmc-at-a-glance/policies/">https://snmcollege.ac.in/snmc-at-a-glance/policies/</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****594**

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****15**

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="https://snmcollege.ac.in/academics/certificate-courses/">https://snmcollege.ac.in/academics/certificate-courses/</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**

1129

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

1129

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

23

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
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

149

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**

1

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
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.**

24

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
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 )

After the two year resilience of COVID 19, the College Union election was conducted on March 15, 2021 in the College Auditorium. Athul Sekhar of III Bcom was selected as the College

Chairman. The oath taking ceremony of Ernesto Union was conducted on March 22nd. The College union in association with the Physical Education department conducted the Sports Day for the academic year 2021-2022. From April 1st to 5th, the students actively participated in several competitions in the MG University Youth Festival conducted in Pattanamthitta. The Mime team bagged First prize. The Oppana and Group Dance team bagged Third prize. College celebrated Day of Excellence to honour the students who showed excellent performance in the various academic, cultural and sports events. PTA has given cash prizes and trophies to the students from the academic year 2020, 2021 & 2022. The program was well coordinated by the College Union. Students actively participated in various clubs like Bhoomithrasena club, Energy Conservation society, Yoga Club etc. Members of NSS and NCC have organized several activities that are socially relevant.

File Description	Documents
Paste link for additional information	<a href="https://snmcollege.ac.in/students-union/#">https://snmcollege.ac.in/students-union/#</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

51

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

Alumni association is the oldest association in the college, which provides immense contribution for the development of the college and students. The association organize a general body meeting on the second Saturday in the month of December every year. The covid- 19 pandemic situation had an impact on the teaching learning process and students were compelled to switch on to the online mode of learning process. The students faced huge pressure during the covid period to continue their learning process. The association organized a "Mobile Challenge" from the alumni members and faculty of the college to facilitate smooth learning atmosphere for the student community. The programme intended to provide online learning resource for economically backward students. The programme received wholehearted appreciation from all spheres of society. The association could provide mobile phones to the deserving students as part of this great venture

File Description	Documents
Paste link for additional information	<a href="https://snmcollege.ac.in/snm-college-alumni-association/">https://snmcollege.ac.in/snm-college-alumni-association/</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

SNM College adheres to the vision of the great social reformer Sree Narayana Guru, to liberate the weak and the oppressed of the society through education and to teach them to stand and work together to attain excellence in their own and their fellow men's life. The college follows the mission to shape a generation of socially committed youth to work enthusiastically for social

reconstruction. Our thrust is on the creation of a vibrant youth who will be an asset to the society to work together in rhythm to attain social goals of liberty and equality. The college, a citadel of knowledge with Guru's vision and ideology, designed with the view to impart value education to the student community. Our institution emphasizes the objective of "Education to All; without any discrimination".

College Management under HMDP Sabhaworks out an efficient dissemination of administrative and academic duties in the college. Principal, the Head of the institution, regularly convenes the meeting of staff council, Internal Quality Assurance Cell, teaching and nonteaching office staffs. The clubs and cells of the institution triggers opportunities for our students to take their academic ventures beyond classrooms and the college campus.

File Description	Documents
Paste link for additional information	<a href="https://snmcollege.ac.in/">https://snmcollege.ac.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.

The College Council comprises of Principal, IQAC coordinator, Head of the respective 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 by the department heads through 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. The Planning Board of the college with Principal, Manager, DCDC of MG University, IQAC coordinator, NAAC coordinator, Librarian, Head accountant of the office and Teacher Representatives is constituted to plan and implement all the academic and administrative affairs of the college. All the initiatives required for improving the quality of the college are discussed by the Planning Board. The decisions made by the planning board will be communicated with the college council. The cells and clubs have

coordinators from the teaching faculty and also elected student coordinators to convey the decisions to the student members of the clubs or the cells.

File Description	Documents
Paste link for additional information	<a href="https://snmcollege.ac.in/snmc-at-a-glance/organogram/">https://snmcollege.ac.in/snmc-at-a-glance/organogram/</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

Strategic planning process envisions a steady progress of our institution in this scenario of competitiveness. We emphasize the vision of the Great Social Reformer Sree Narayana Guru, who transformed the lives of the community, suppressed by the societal norms and regulations through education. The institution resumed its journey with Sree Narayana Guru's vision of "Liberation through Education and Empowerment through Organisation" and upholds it in the journey forward to carve out a generation of responsible, enthusiastic and self-reliant youth of tomorrow.

Vision 2027, the ten-year plan of the institution envisages the following :

1. Governance and Integration
2. Academic Excellence in all areas
3. Research and Innovation
4. Collaborations
5. Global perspectives
6. Capacity Building strategies
7. Self Reliance
8. Infrastructural Development
9. Holistic development

## 10. Sustainability

## 11. Branding and communication

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://snmcollege.ac.in/strategic-plan/">https://snmcollege.ac.in/strategic-plan/</a>
Upload any additional information	<a href="#">View File</a>

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 the elements of the permanent teaching and non-teaching staff of the institution in accordance with the Kerala Service Rules , MG University statutes and UGC rules. It follows an open and transparent system in hiring the teaching and the non teaching faculty. At the conclusion of each academic year, recruitment of teaching, nonteaching, and office support employees is planned after taking into account the requirements for the upcoming academic yea. The college fills open positions of the permanent teaching faculty in accordance with government regulations, university bylaws, and UGC standards. Colleges employs teachers on contract basis in accordance with a carefully crafted recruitment policy. Office management and non-teaching employees of the college are hired on 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 increment for permanent teaching, nonteaching and office staff are based on related government and statutory rules, while those employed under a contract are subject to policies established by the college, which includes self-appraisal system used by the college teaching and non-teaching faculty to gauge their performance.



File Description	Documents
Paste link for additional information	<a href="https://snmcollege.ac.in/snmc-at-a-glance/administration-staff/">https://snmcollege.ac.in/snmc-at-a-glance/administration-staff/</a>
Link to Organogram of the institution webpage	<a href="https://snmcollege.ac.in/snmc-at-a-glance/organogram/">https://snmcollege.ac.in/snmc-at-a-glance/organogram/</a>
Upload any additional information	<a href="#">View File</a>

### 6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

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	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

## 6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The Institution supports the development of the teaching and nonteaching faculty to perform better in their careers. The institution ascertains physical, mental and career oriented support to the teachers and the nonteaching staffs of the college.

1. The SNM Staff Cooperative Society, functioning at the college provides financial assistance, MDS, fixed investments and long term loans.
2. SRBS (Staff Retirement Benefit Scheme), a platform which provides a memorable adieu for the retiring faculty of the college.
3. Knowledge based faculty development programs under the guidance of IQAC
4. The staff welfare club of the college caters to the career

advancement and mental refreshment for the employees of the institution and triggers bonding between the faculty.

5. Awards for newly awarded Ph D holders.
6. Festival allowances for the self- financing faculty.
7. As per UGC norms, the college has constituted an Internal Complaint Committee (ICC) to assist women employees and girls who are facing various kinds of harassment.
8. The college has a common room meant for the welfare of girl students and the lady staffs inside the campus. The room is equipped with comfy beds, drinking water facility, reading corner, 2 toilets, and a bathroom.
9. Car parking facilities for the staff
10. Hostel facilities for the staff

File Description	Documents
Paste link for additional information	<a href="https://snmcollege.ac.in/wp-content/uploads/2023/05/Staff-Welfare-Policy.pdf">https://snmcollege.ac.in/wp-content/uploads/2023/05/Staff-Welfare-Policy.pdf</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**

2

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

2

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	<a href="#">View File</a>
Reports of Academic Staff College or similar centers	<a href="#">View File</a>
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**

29

File Description	Documents
IQAC report summary	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
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**

**The college follows the performance appraisal system prescribed by the university for career advancement of the teaching faculty. It**

includes the performance details of their career advancement in teaching and research and provides ways of improving and polishing the skills required for career. 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 helps the administrative staff to improve and perform better in future and to progress in their career ahead.

File Description	Documents
Paste link for additional information	<a href="https://snmcollege.ac.in/forms-downloads/">https://snmcollege.ac.in/forms-downloads/</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

S.N.M college has well defined strategies and procedures for the mobilization of funds needed for development. Timely proposals are prepared and submitted to obtain funds from government agencies. This has helped S.N.M to get RUSA funds. The internal and external audit is conducted every year. The external audit is conducted by the college with a registered Chartered Accountant. The details regarding the audit is maintained by the college office for further reference in future.

1. The Institute's financial audits are routinely performed by the following organisations: The following entities carry out external audits: (a) Institute Chartered Accountant, Kamath & Co. (UDIN: 22203895 BDTEKK5727) Internal auditing: An internal auditor performs internal audits. 2. The Institute's whole financial and accounting activities are subject to a statutory audit. Inspection of the following is part of this: (A) every payment made to employees, suppliers, contractors, students, and other service providers;

(B) every receipt from fees, donations, grants, contributions, interest received, and returns on investments.

File Description	Documents
Paste link for additional information	<a href="https://snmcollege.ac.in/wp-content/uploads/2023/05/Resource-mobilisation-and-utilisation-policy.pdf">https://snmcollege.ac.in/wp-content/uploads/2023/05/Resource-mobilisation-and-utilisation-policy.pdf</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)

170350.5

File Description	Documents
Annual statements of accounts	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
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 comprehensive mechanism to collect various funds and financial support offered by the Government of Kerala, Central Government and non-Governmentbodies.

The internal auditing team conducts internal audits once a year.

The fund allotted from the central Government includes UGC, RUSA, scholarships etc

The fund availed through State Government includes Kerala state higher education council,

State Government fund for N S S. Fund for the N S S and its functioning are originated from central Government via State Government. State Government in turn distributes the fund to different universities under Government of Kerala. Regular auditing is done at the end of academic year

The source of non-government funds to the college is from management, PTA, college development fund endowment awards etc

The Alumni association of SNM College contributes generously to the development of the college.

Fund mobilisation are made from various sources

Annual term fees are collected from students

PTA fund is collected from the parents

Students welfare funds are also collected from admission time.

Funds are allotted to various departments, clubs and supporting units for conducting various activities from PTA.

Fund acquired through RUSA, management, and college development funds are utilised to provide various infrastructural facilities and maintenance, procurement and repair of equipments providing scholarships, fee Concessions, Sports Promotion Activities Library Expenses and examination expenses.

File Description	Documents
Paste link for additional information	<a href="https://snmcollege.ac.in/wp-content/uploads/2023/05/Resource-mobilisation-and-utilisation-policy.pdf">https://snmcollege.ac.in/wp-content/uploads/2023/05/Resource-mobilisation-and-utilisation-policy.pdf</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 significant contribution to the implementation of quality assurance policies and procedures. The IQAC prepares, assesses, and proposes the following:

Submission of AQARs for accreditation in a timely manner.

Evaluation of teaching and learning practices at the institution. A continuous evaluation system is followed and internal examinations are conducted on a regular basis.

Provision to maintain structured feedback system from all stakeholders

Analysis of examination results semester wise and works out strategies to improve student performance

Significant contributions at present

IQAC took initiative in preparing our teachers mentally to adopt new strategies in teaching learning process. Under the guidance of IQAC departments organised various knowledge based sessions for the teaching faculty.

MoUs were signed with other universities and research centres for the benefit of students and research scholars.

New Certificate Courses were added to the existing ones, according to the needs of students.

IQAC took initiative in conducting MOOC course on organic farming.

Maintenance of an E repository within the LMS platform.

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/file/d/1ROYmdbZV3JpNwbeq5bXEOWklCVbDbTI_/view?usp=drivesdk">https://drive.google.com/file/d/1ROYmdbZV3JpNwbeq5bXEOWklCVbDbTI_/view?usp=drivesdk</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 strives for the development of the institution in all aspects of excellence and ensure a student friendly environment. It moulds

a generation of responsible citizens for future. The activities of IQAC is structured to include a healthy teaching learning environment where learning goes beyond the campus and students are exposed towards social and cultural aspects of learning. We promote experiential and participative learning strategies for our students. The IQAC of the institution facilitates the following:

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

Ensures proper conduct of internal and external examinations.

Facilitates departments to conduct PTA meetings to update parents on the progress of the child.

Collects feedback from stakeholders in a structured way.

IQAC supports, monitors and guides the departments in conducting academic seminars and workshops to enhance participative learning.

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 platforms in the form of offline and online mode. Regularly conducted online examination after the completion of each module.

File Description	Documents
Paste link for additional information	<a href="https://snmcollege.ac.in/iqac/iqac-minutes-and-reports/">https://snmcollege.ac.in/iqac/iqac-minutes-and-reports/</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) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

**B. Any 3 of the above**



File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://drive.google.com/file/d/1ROYmdbZV3JpNwbeq5bXEOWklCVbDbTI_/view?usp=drivesdk">https://drive.google.com/file/d/1ROYmdbZV3JpNwbeq5bXEOWklCVbDbTI_/view?usp=drivesdk</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
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 upholds a policy of treating all faculty members equally, irrespective of gender. Women faculty members are nominated for these positions based on their capability of managing departments, acting as conveners of various committees, and they are successfully completing their tasks. As part of the constitutional duty, our college is dedicated to teaching and promoting gender awareness among the students. Together with other actions to advance gender equity, the institution has implemented the Gender Equality Forum. For the staff and students, this forum periodically offers a range of programs and activities to promote the idea of female empowerment and sensitization. Anti-ragging cell, counselling unit etc put hands together to teach the students about women's empowerment and to increase awareness of their rights. 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 Complaint Committee and Counselling Cell and installed stable cameras to improve campus safety and security.

File Description	Documents
Annual gender sensitization action plan	<a href="https://snmcollege.ac.in/wp-content/uploads/2023/04/7.1.1-Action-plan-1.pdf">https://snmcollege.ac.in/wp-content/uploads/2023/04/7.1.1-Action-plan-1.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://snmcollege.ac.in/wp-content/uploads/2023/04/7.1.1-specific-facilities-1.pdf">https://snmcollege.ac.in/wp-content/uploads/2023/04/7.1.1-specific-facilities-1.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**

**B. Any 3 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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**

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

- **Avoided plastic materials, flexes etc.**
- **Regularly using steel glasses and bottles.**
- **Use of dust bins emphasised.**
- **Kerala State government project, Kerala Suchithwa Mission's Collectors @ College, are initiating solid waste management by providing Four types of Waste bins in the campus.**
- **Functioning a biogas plant for disposal of food waste**
- **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	<a href="#">View File</a>
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	<a href="#">View File</a>

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:**

- 1. Restricted entry of automobiles**
- 2. Use of bicycles/ Battery-powered vehicles**
- 3. Pedestrian-friendly pathways**
- 4. Ban on use of plastic**
- 5. Landscaping**

A. Any 4 or All of the above

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

### 7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

**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**

**D. Any 1 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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 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**

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

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	<a href="#">View File</a>
Details of the Software procured for providing the assistance	<a href="#">View File</a>
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).

SNM College is located in the culturally rich Moothakunnam-Maliankara area. It is one of the foremost educational institutes started by the Hindu Dharma Paripalana Sabha with the objective of providing education to all irrespective of caste or creed. There are many places of worship in the vicinity of the college which are based on different faiths. Many of our students are from the family having coir making and fishing as job. Hence, we can find diversity in religion, culture, socio-economic background among the students. But it is commendable that despite the ups and downs among the students, college has been initiated so many activities to provide inclusive environment with tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities in the campus

#### Cultural and Regional Harmony

- Onam Celebration
- Film Show : Women Empowerment
- Kerala Piravi
- Resilient Rhythms
- Sree Narayana Study centre activities

#### Socio-Economic Harmony

- Single Window system: Admission
- Different Scholarships
- Palliative Care: Sneha Sammanam
- Meals in Thiruvonnam
- Daily wage workers- Kit Distribution

**Linguistic Harmony**

- Malayalam Week observed
- Reading Day

**National Integration**

- Independence Day
- Gandhi Jayanthi,
- Republic Day
- Vijaya Diwas
- World Minority day

**Communal Harmony**

- X'mas Celebration
- Onam Celebration

**Other Diversities**

- Yoga Day
- Youth Day

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	<a href="#">View File</a>

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

**SNM College is making effort to inculcate values, responsibility as a citizen among students and employees through**

**Value Education activities:**With the aim of imparting the communal harmony, a unit called Sree Narayana Study and Research Center has been functioning since 1996. A syllabus-based certificate course is 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.

**Village adoption programmes:** To incucate the idea of social

responsibility, to equip and familiarize the students and faculties with the socio-economic dimensions of the rural community, SNM College Maliankara implemented the village adoption programme with the aim to help the people to improve their way of living.

- Observance of National / International days
- To foster patriotism, Celebration of Independence Day, Republic Day etc
- Commemoration of Gandhi Jayanthi, Pulwama day etc
- Gender equity promotional and sensitisation programmes from Gender equality forum
- Social Extension activities from NSS, NCC etc
- Incorporation of Human rights as a course in all UG program with curriculum
- Anti-Narcotic Anti Alcoholic forum activities
- Student Union Activities
- Single window system for UG, PG admission

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="https://snmcollege.ac.in/wp-content/uploads/2023/04/7.1.9-2-Sensitization-of-students-and-employees-of-the-Institution.pdf">https://snmcollege.ac.in/wp-content/uploads/2023/04/7.1.9-2-Sensitization-of-students-and-employees-of-the-Institution.pdf</a>
Any other relevant information	<a href="https://snmcollege.ac.in/wp-content/uploads/2023/04/7.1.9-List-of-courses-offered-in-the-UG-and-PG-curriculum-.pdf">https://snmcollege.ac.in/wp-content/uploads/2023/04/7.1.9-List-of-courses-offered-in-the-UG-and-PG-curriculum-.pdf</a>

**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**

**B. Any 3 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	<a href="#">View File</a>

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

SNM college observed many national and international days and festivals by conducting various programmes.

on behalf of World Environment Day,

- webinar on 'Aquatic Ecosystem Restoration'
- Webinar on 'Environmental Issues and Ecological Restoration
- planted saplings
- Leaf Art Competition.
- animated awareness video
- talk on "Only One Earth" , speech competition, video presentation, recitation,
- Poster designing, slogan making and quiz competitions

As part of Reading Day,

- competitions : Design a Book Cover, guess the book, book review, Emoji Quiz, My Favourite Character- VLOG, "Character Presentation"
- Reading Comprehension Contest
- interactive session
- International Yoga Day, yoga sessions , meditation workshop
- On International Day Against Drug Abuse And Illicit Trafficking, awareness class, Slogan Writing & Collage, poster presentation Competitions

Observed

- National Anti-drug Addiction Day
- World Blood Donors Day
- Independence Day, Gandhi Jayanthi, Republic Day, Vijaya



Diwas, World Minority day

- Doctor's Day
- NationalStatisticsDay
- World Zoonosis day
- World Population Day
- Pi day
- International Day for the Conservation of Mangroves
- International Day of Zero Waste
- Womens Day
- International Day For the Elimination of Violence Against Women
- International Human Rights Day
- International Tiger Day
- International day for the girl child
- Ozone Day
- Teacher's Day
- National youth day
- Moon day
- Science day
- Celebrated Kerala Piravi, Onam , X'mas

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	<a href="#">View File</a>

## 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. The programme helps to equip and

familiarize the students and faculties with the socio-economic dimensions of the rural community and to make the students more socially responsible.

#### BEST PRACTICE II

##### TITLE OF THE PRACTICE:

**"SAAKALYA" A GREEN INITIATIVE OF S.N.M COLLEGE, MALIANKARA TO SAVE OUR EARTH & PROTECT ENVIRONMENT**

A green initiative of S.N.M College to save earth and protect environment through education, research, operations, community partnerships, and more. Through SAAKALYA, we tries to strengthen environmentally-friendly practices and also to ensure that the students are educated about sustainability topics and understand how they can take action to protect environment.

File Description	Documents
Best practices in the Institutional website	<a href="https://snmcollege.ac.in/wp-content/uploads/2023/05/Best-practice-2021-22.pdf">https://snmcollege.ac.in/wp-content/uploads/2023/05/Best-practice-2021-22.pdf</a>
Any other relevant information	<a href="https://snmcollege.ac.in/igac/igac-quality-initiatives/mous/">https://snmcollege.ac.in/igac/igac-quality-initiatives/mous/</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. With an objective to propagate Gurudarshan for life among young students, Sree Narayana Study and Research Centre was started in 1996. The research Centre offers a certificate course, value-based seminars, and various competitions for the students since 2013. The objective of the certificate course is to spread the vision, life and works of Narayana Guru to the students and society and thereby enable social upliftment. It was started with a long view by realizing the contemporary relevance of Narayana Gurudarshan before starting such an organization in other colleges or universities. The organization stands for the purpose of bringing about social upliftment through the students by including

the common man in the field of knowledge.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

- Help the college community to adapt to the new normal situation after COVID 19
- Implementation of Outcome Based Education for all the programs
- Support online and blended learning by providing infrastructure and training
- Promote e-governance and ICT in all fields of academics
- Encourage research and innovation among the college community
- Renovate the physical and digital library infrastructure
- Assure physical and psychological fitness of the college community
- Enhance the environment-friendly programs of the college through SAAKALYA
- Register in UBA, NPTEL Swayam local chapter
- Promote more MoUs through IQAC