YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	SREE NEELAKANTA GOVERNMENT SANSKRIT COLLEGE PATTAMBI
• Name of the Head of the institution	Dr. Saji Stephen
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04662212223
• Mobile no	9446171835
• Registered e-mail	sngscollege@gmail.com
• Alternate e-mail	office@sngscollege.org
• Address	Sree Neelakanta Government Sanskrit College Pattambi Mele Pattambi PO Palakkad
• City/Town	Pattambi
• State/UT	Kerala
• Pin Code	679306
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural

• Financial Status	**UGC 2f and 12(B)**	
• Name of the Affiliating University	**University of Calicut**	
• Name of the IQAC Coordinator	**Dr.H.K. Santhosh**	
• Phone No.	**04662212223**	
• Alternate phone No.	**9037852621**	
• Mobile	**9037852621**	
• IQAC e-mail address	**iqac@sngscollege.org**	
• Alternate Email address	**santhoshhk@sngscollege.org**	
3.Website address (Web link of the AQAR (Previous Academic Year)	https://sngscollege.org/wp-content/uploads/2021/02/AQAR-19-20.pdf	
4.Whether Academic Calendar prepared during the year?	**Yes**	
• if yes, whether it is uploaded in the Institutional website Web link:	https://sngscollege.org/academic-calendar/	

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	**A**	**3.01**	**2012**	**10/03/2012**	**09/03/2017**

6.Date of Establishment of IQAC	**13/12/2005**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Depa rtment /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	**Nil**	**NA**	**NA**	**0**

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)

Under the leadership of IQAC, the College has formulated and implemented various voluntary activities related to corona disease prevention.

IQAC has taken great effort to modernize the online teaching in the college and which was highly fruitful in the COVID pandemic period. IQAC has given training to teachers and students. . Those who didn't have mobile phones were all provided smartphones in coordination with PTA.

Another major achievement of IQAC of this college is that it could provide statewide training in LMS supported education for teachers of HEIs in Kerala and other educational institutions. A teaching learning centre established and a web portal has started just for this purpose.

In the COVID period IQAC could coordinate international webinars by using online facilities. IQAC has provide space and technical support and facilities to other colleges.

IQAC has taken initiative to complete infrastructure requirements for functioning science block after the COVID period.

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
Decided to provide online learning facilities for all students	To make online learning accessible to all students, students who do not currently have devices were identified and given smartphones.
Decided to understand and solve the problems faced by students with disabilities in online learning.	Adopt methods and technology, including podcasting, to make online learning more effective for students with disabilities.
It was decided to restructure the teaching and learning process in line with the newly implementedOutcome Based Education framework and to train teachers for this.	LMS re designed according to OBE based OBLT and trained teachers in OBE based teaching learning activities
As one of the first institutes to implement Moodle LMS, the college has decided to provide Moodle based LMS training to other college, university & higher secondary teachers in Kerala.	Various training programs were organized and about 3,000 teachers participated in it.
Establishment of Teaching Learning Centre.	Established a teaching learning centre under IQAC and launched a separate web portal for online training
Uptake of preventive and control measures aganist Covid.	Undertook various awareness programs, preparation of quarantine facilities and provision of medical facilities to the patients within the college.
As the science block has started functioning, it has been decided to re-allot all the classrooms and labs	Class rooms, Staff rooms, Labs etc. are re allocated.

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

- Name of the statutory body

Name	Date of meeting(s)
College Council	07/03/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020-21	28/02/2022

Extended Profile

1.Programme

1.1	472
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	[View File](#)

2.Student

2.1	1805
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.2	386
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	[View File](#)

2.3	571
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**86**

File Description	Documents
Data Template	View File

3.2 Number of sanctioned posts during the year	**86**

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	**117**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**5.1**
4.3 Total number of computers on campus for academic purposes	**211**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Sree Neelakanta Govt. Sanskrit College being an affiliated college follows the syllabus prescribed by University of Calicut. While revision and upgradation of the syllabi is done at the University level, the college has a mechanism for effective, documented curriculum delivery. We try our level best to provide more than 180

days of teaching in a calendar year. Amidst the Covid 19 pandemic, faculties employed blended learning approaches with asynchronous and synchronous platforms to cover the syllabus. Our college has already introduced the Learning management system in order to make the curriculum delivery more holistic and effective. LMS delivers and manages all types of content, including video, courses, and documents which makes the classroom management for instructor-led training or a flipped classroom. Internal assessment was done through online mode. Virtual lab tours, industrial visits and webinars were conducted by various departments during the pandemic period. The College encourages its faculty members to participate in Orientation/Refresher Courses/ Workshops/ Seminars organized by the University so as to update their knowledge. Many teachers of the college have played an effective role in the framing of various aspects pertaining to the curriculum by forming part of various academic bodies in this academic year.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

Continuous Internal Evaluation system. An academic calendar that include all the important details is prepared and maintained by the Time table Committee for each academic year. The calendar is distributed to the staff and students in time. Time table of each department is prepared by respective HODs as per the guidelines of affiliating university for the number of credit hours for each subject and the academic calendar prior to the start of the semester. Amidst Covid 19 pandemic, all internal examinations were conducted through online mode through LMS. The College conducts two steps of preparatory examination prior to University exams that includes two internal examinations and a model examination. There is University Examination Monitoring Committee, Internal Examination Monitoring Committee and Grievance Redressal Committee for ensuring the quality of Internal Examination and Internal Assessment. A senior Faculty member is acting as academic coordinator for monitoring all evaluation process. Publication and uploading of the internal marks are closely and under the supervision of Principal. In addition to the internal assessment through examinations, surprise tests, MCQs, open examinations, seminars and assignments

are conducted through LMS to ensure performance parity.

File Description	Documents
Upload relevant supporting document	**No File Uploaded**
Link for Additional information	**Nil**

1.1.3 - Teachers of the Institution participate in **A. All of the above** **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**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

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

18

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	View File

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)

4

File Description	Documents
Any additional information	[View File](#)
Brochure or any other document relating to Add on /Certificate programs	[View File](#)
List of Add on /Certificate programs (Data Template)	[View File](#)

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

58

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	[View File](#)

1.3 - Curriculum Enrichment

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

Integrating the issues related to gender sensitization, human value, professional ethics, environmental protection into the curriculum is of great importance and the college had definite vision in addressing these aspects. Human Value, Gender Sensitization, Professional Ethics, and Environment Awareness are stated programme outcomes of many of our UG and PG programmes offered. The college also provides awareness in terms of human rights, gender equity, professional ethics and environment conservation and sustainability through various programmes. In reaction to the COVID-19 pandemic, lockdown interventions have resulted in unprecedented impacts on human behaviour around the world which hit our campus life also. The students and staff of the college joined hand together to overcome the Covid 19 pandemic that hit Kerala during 2019 by their active participation in the preparation of sanitizers and eco-friendly masks. Various webinars,online talk series and interaction with eminent scientists were conducted by various departments.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

33

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

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

539

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students

A. All of the above

Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	https://sngscollege.org/feedback/
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	**No File Uploaded**
Any additional information	**No File Uploaded**

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

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	https://sngscollege.org/feedback-analysis/

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

695

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

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

382

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	[View File](#)

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 college organizes an orientation programme for UG and PG students at the beginning of every year. A mentor is appointedon the basis of teacher-student ratio. The Mentor collects information regarding the academic and extracurricular performance of the freshersand provide the necessary guidance and support.The Mentor closely interacts with the students and details regarding the academic and extracurricular performance of the fresher are evaluated during the Interactive sessions. The departments offer specific program for advancedand slow learners after the evaluation through the Mentoring system.

Programs for Slow learners

Comprehensive Question banks are kept in all the departments including previous year University question papers, model questions and Multiple Choice Questions.

Remedial measures: Academic support in the form of previous years question paper discussion, Crash courses prior to examinations and re-tests are provided

Programs for Advanced learners

The library offers an array of resource materials to prepare students for competitive examinations. Career Guidance and placement cell helps advanced learners to set career goals that suit their skill, knowledge and interest.

KPSC coachingand JAM Coaching classes are also provided for the outgoing UG advanced learners.

NET coaching facility is provided by some PG departments.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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

Number of Students	Number of Teachers
1805	**86**

File Description	Documents
Any additional information	**No File Uploaded**

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

Sree Neelakanta Govt. Sanskrit College, Pattambi ensures student centric learning methods by implementing the following measures:

All UG and PG programs ensure that there is a project work at the end of the programmeThe project work helps the student to learn through experimental method. Other student centric learning methods implemented includes the choice of open course in the fifth semester of all UG programmes. Students have the freedom to choose from a list of 12 open courses offered by the college.

Internal Evaluation:- 20% of marks of internal evaluation for each course in the entire UG and PG programmes are reserved for assignment submission and seminar presentation.

One of the most exciting advancements in the modern classroom is flipped learning which enables moving lecture content from face-to-face class time to before class by assigning it as homework.

The LMS platform of the college is highly effective to facilitate the flipped learning experience to students.

To introduce the first-year students of UG and PG programs to campus academic life, 3 to 5 days long common orientation programmes are conducted every year with motivational speakers and career guidance experts.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

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

Teachers use ICT enabled teaching methods to facilitate the teaching learning process and to improve student participation. Teachers use LCD projectors, Smart TVs, Laptops, e resource studio floor, PPT, audio and video links, YouTube Educational resources, MIPS (Microscope Image Processing System for capturing the photos of microscopic objects) etc. for effective teaching learning experience for both teachers and students.

The institution has an LMS (Learning Management System) developed to assist teachers to present variety of topics in an appropriate and effective way to the students.

A wide range of activities and resources are available on LMS.

The assignment activity module

BigBlueButton

The forum activity module

Forums

The glossary activity module

The H5P activity module

The journal activity

The lesson activity module

The podcast activity module

The questionnaire module

The quiz activity

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The SCORM activity module

The workshop activity module

The book module

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

86

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	**No File Uploaded**
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

86

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	View File

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

37

File Description	Documents
Any additional information	**No File Uploaded**
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)	View File

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

567.5

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

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 college believes that the internal assessment system has a key impact on the academic performance of the college considering its influence on the teaching and learning process. As per the guidelines of the University of Calicut , internal assessment is done based on student's attendance, writing skills (assignment), presentation skills (seminar) and knowledge levels (test papers). The major components in Continuous Internal Evaluation system at the institutional level are described below.

Internal Examination Cell: The internal examination cell in the

college conducts the internal examinations. In each semester two internal examinations are conducted. The question papers are set according to the pattern of University examinations.

Internal Examinations: After each topic is taught, students are informed about the internal tests in advance. The question papers are prepared by teachers in charge by giving careful consideration of syllabus prescribed and the portion covered in the classroom.

Once the examinations are conducted the answer scripts of the students are evaluated by faculty members.

During the Corona pandemic situation, the internal exams were shifted to online mode using the LMS platform of the college which also provide maximum transparency.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

The College takes effective measures in identifying and resolving the difficulties and grievances faced by the students related to examination. A three-level Grievance Redressal mechanism is implemented in the institution to address the grievances of students, at Department Level, College level and University level.

Level 1: Department Level

The department level Committe is chaired by the Head of the department, department coordinator and Tutor in-charge as members.

The students can also address their grievances concerning CE marks if any through Grievance Redreessal Application Form available.

Level 2: College level

The grievances which are not resolved at Department Level , are redressed by a college level committee with the Principal as

Chairman, department Coordinator, HOD of concerned Department and a senior teacher nominated by the College council as member of the Student Grievence Redressal Committee.

Level 3: University Level

A Grievance Redressal Committee is functioning in the University of Calicut as per the existing University norms.

Grievance regarding semester examinations conducted by Calicut university is handled as per university proceedings.

All these problems are properly and timely addressed and solved through the College Level Committee.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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.

The institution offers UG and PG programmes. Program Outcomes, Program Specific Outcomes and Course Outcomes for all these programmes offered by the institution are stated and displayed on the college website and are communicated to teachers and students. University of Calicut has Board of Studies for each program with academic experts from respective stream as their members. The Board has the responsibility to revise the syllabus periodically and define the sets of POs, PSOs and COs accordingly. University of Calicut has revised the syllabus in 2019 and has set forth Programme and course outcomes for all courses.

At the beginning of a program, these POs, PSOs and COs are properly communicated to the students and faculty members. The college website also provides information regarding POs, PSOs and COs of every program offered by the institution and it can be accessed by all students and teachers.

The students are introduced to the programme and course outcome in the Orientation programme conducted by the college after their admission. At the Department level orientation this is reinforced

and a deeper insight into the programme and course outcomes is
communicated.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The attainment of POs, PSOs and COs are regularly evaluated by the
institution. For evaluating this, the college follows the Continuous
Internal Assessment system. The progress and performance of each
student throughout the program is monitored through this organized
mechanism. The internal evaluation is based on two examinations
conducted along with assignments, seminars and attendance. The
department conducts class tests regularly for each course, the
scores achieved are one of the indicators of the Course Outcomes.

Assignments are given to students and are taken into account for the
internal assessment score. ICT enabled seminars are assigned to
students and the weightage in internal assessment is given according
to the performance in seminar. Individual projects are given to PG
and UG students for assessing the Course Outcomes as well as the
Learning Outcomes of students.

Viva-voce is also conducted at the end of the program as a part of
the university examination and the score is included in the end
semester assessment sheet.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

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

464

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

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://sngscollege.org/wp-content/uploads/2022/03/2020-21-Feedback.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	No File Uploaded
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)	View File

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

1

File Description	Documents
Any additional information	[View File](#)
Institutional data in prescribed format	[View File](#)

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)	**No File Uploaded**
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.2 - Innovation Ecosystem

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

The availability of the sophisticated modern instruments certainly has influence on the quality of research. Using FIST fund of Department of Science and Technology, India, we could acquire modern equipment such as FTIR spectrometer, UV vis spectrophotometer, Fluorescence Spectrometer and electrochemical work station. The institute could provide an instrumentation room with adequate power supply and air conditioner for the smooth running of the instruments. This instrumentation facility could strengthen our research works and with these instruments, we have made our laboratories competitive with any other research centers; there by promoting the R& D activities in this locality, where there are highly motivated students interested in doing research. Modern instrumentation facilities require a well-maintained instrumentation room with air conditioning, UPS and separate chambers for some

equipment for their long life and smooth functioning. Such a facility is provided by the institute that can contribute to the quality of research activities in the college and the facilities are also extended to other institutions.The research facilities in the Botany and Zoologydepartment has utilized to give training in essential molecular biology techniques to students and teachers of other schools and colleges by regularly organizing hands-on workshops and training programmes. On collaboration with various clubs such as Bhoomitrasena Club, Nature Club and Biodiversity Club, the department of Botany and Zoology has collaboratively organized various awareness programmes to students such as invited talks, interactive sessions, exhibitions on various environment and nature related aspects.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

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

13

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

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

21

File Description	Documents
URL to the research page on HEI website	https://sngscollege.org/research/
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

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

40

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

111

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

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

The regular engagement of students and teachers within the neighbourhood community is mainly achieved via the activities of NSS, NCC and various clubs of the college. The college promotes such

activities so as Blood Donation camps are another highlighted extension activity of the college. The performance and participation of our students and teachers during COVID Pandemic in recovering, creating awareness and as frontline workers was also admirable. During the COVID pandemic, the research facility of the Department of Botany is shared with government medical college for RTPCR testing purpose.

File Description	Documents
Paste link for additional information	https://sngscollege.org/co-curricular/
Upload any additional information	No File Uploaded

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

4

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

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

37

File Description	Documents
Reports of the event organized	View File
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

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

257

File Description	Documents
Report of the event	View File
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

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

16

File Description	Documents
e-copies of related Document	View File
Any additional information	**No File Uploaded**
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

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

0

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

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.

SNGSC, Pattambi is an arts and science college in the Malabar area of Kerala with an area of 13.70. acres established by Sri. Punnasseri Neelakanta Nambi as a school and now it has developed into a premium institution of higher education in Kerala. The courses offered are UG, PG, and research facilities in Social Sciences, Languages, Management, and Sciences. All the science laboratories are equipped with state-of-the art facilities. The general library has an accumulated collection of over one lakh books and journals and rarest manuscript collections. The institution has spacious classrooms with ICT facilities, a conference room, mini conferences auditorium in addition to an open-air auditorium, a seminar hall, an Edu sat room, a botanical garden, a small forest (Kuttivanam), canteen, cooperative store, Separate rest and washrooms for girls, an athletic track, two badminton courts, a basketball and volleyball court, tables for TT, mats for the gymnasium, and other types of equipment necessary for practicing and hosting events and an open well. College ladies hostel provides intake 150 students and has 22 faculty quarters. The top of the office building is dotted with solar panels and provides 15KW of electricity. The computer lab has 40 systems with internet connectivity.

File Description	Documents
Upload any additional information	[View File]
Paste link for additional information	Nil

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

It is essential that along with the academic development of a student, an educational institution should aim at the enhancement of their physical and athletic capabilities as well. Sree Neelakanta Govt Sanskrit College, Pattambi has always produced sportspersons who represented the University, State, and National teams. The Department of Physical Education organizes intercollegiate tournaments. Yoga sessions are conducted for both students and faculty, under the Department of Physical Education. Sree Neelakanta Govt Sanskrit College has 32 sports teams in the various categories with around 250 sportspersons. The college is proud of its sportspersons who have represented the state and won medals in various national sports events. Numerous clubs such as Film Club, Quiz Club, Tourism Club, Women's club, Science Club, Literary Forums, etc. organize programs to improve the various skills of the students. Platforms like Erayam, Kavithayute Carnival, Cele fiesta, college arts day, etc. offer distinct and unique experiences. The College Union too arranges a host of programs like College Day Celebrations, Arts Fests, etc., and promotes various programs initiated by the Department Associations. The PTA sanctions an average of Rupees 1 lakhs every year to provide training for the students to participate in the Inter-University and Inter-Collegiate Youth Festivals.

File Description	Documents
Upload any additional information	[View File]
Paste link for additional information	Nil

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

41

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sngscollege.org/wp-content/uploads/SSR/C4/C4.1.3/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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)

5.1

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

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

The Central Library of Sree Neelakanta Govt Sanksrit College, Pattambi occupies a total carpet area of about 10,000 square feet and spacious stack-rooms for Collections of Language and Literature, Humanities, Science and Maths, reference and reading rooms. The College has a good collection of 75,000 printed books and a vast collection of rare books. The General Library subscribes to all leading Periodicals and Newspapers. The library has on-line access to Inflibnet e-Resources which provides more than 6,000 online Journals and 31,35,000 e-books. The library has been fully automated, using KOHA, the open-source integrated library system and a member of Inflibnet N-List consortia. It provides web-based services including access to e-books, e-journals, and research databases. Thousands of e-resources are made available from a single

point of access. It owns printed books of 1870 edition onwards. The library functions by using the software KOHA. Each faculty and student can access library information online like availability of books, due date, etc. OPAC (Online Public Access Catalogue) for book search Internet browsing facility for Staff and Students NLIST e-resources (6000+ e-journals and 31,35,000+ e-books) from the website www.nlist.inflibnet.ac.in. BSNL has provided broad band connection for providing e-resources through the UGC INFONET Digital Library Consortium.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	**Nil**

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	[View File](#)
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

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)

0.2

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	[View File](#)

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

20

File Description	Documents
Any additional information	[View File](#)
Details of library usage by teachers and students	**No File Uploaded**

4.3 - IT Infrastructure

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

Sree Neelakanta Govt. Sanskrit College has successfully oriented the campus and office activities towards integrating IT into everyday activities. Wi-Fi facility makes accessing online materials easier. There is a central public address system with nodes on all rooms. Departments have IT infrastructure like Computers, Printers, Scanners, Photocopiers, Projectors, speakers, electronic podiums, public address systems, smart classrooms with smart boards, LCD projector, Television, Internet connectivity, Laptop and speaker system. General Computer lab has 30 Computers. ORICE Studio is well-maintained with necessary accessories for streaming Online Classes and Courses. The Office works are well maintained by office automation software. Online attendance management system for teachers is installed in the central server and is accessible at all departments. Students and faculty have access to resources of INFLIBNET, and Library utilizes Library management software for book cataloguing and issuing. The IT Infrastructures of the college are supported by the newly developed Learning Management System. Classes, assignments and examinations can be conducted using the LMS. The faculties also make use of the college YouTube channels and their personal. Four punching terminals have been installed in the campus for the Centralized Attendance Management System (CAMS) of the teachers and the non-teaching staff.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

4.3.2 - Number of Computers

211

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution   **B. 30 - 50MBPS**

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	**No File Uploaded**

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)

50.96197

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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 college is in possession of large physical academic and support facilities. There is an established policy and clear guidelines for the maintenance and utilization of the facilities.

• The general planning of the college is supervised by a high-power planning committee. State purchase manual and financial code is strictly followed. The digital solutions like e-tendering are also utilized for ensuring speedy, efficient and transparent procurements and utilize an effective yearly audit system to check the furniture, lab equipment's, ICT tools, and other stock in the college.

• The building committee ensures the timely repair works of the buildings and infrastructure. Lab equipment, Sports equipment, Computer lab and hostel facilities are maintained with the generous financial assistance from College Development Council as well as PTA.

• Student and faculty support is another resource for the maintenance of the college facilities. NCC and NSS undertake necessary campus cleaning and beautification. A college beautification committee is monitoring the general beautification works.

•A library committee under the guidance of the college librarian is committed to improving and updating the available library facilities.

• The quality and performance of the infrastructure is ensured with the help of external quality assurance agencies like KELTRON, state PWD etc.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://sngscollege.org/wp-content/uploads/SSR/C4/C4.4.2/

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

2484

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

C. 2 of the above

File Description	Documents
Link to Institutional website	https://sngscollege.org/capability/
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

366

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

366

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

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

12

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student placement during the year (Data Template)	View File

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

91

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of student progression to higher education	View File

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

17

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

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.

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at univer sity/state/national/international level (During the year) (Data Template)	No File Uploaded

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)

During the assessment period, the institution functioned as a CFLTC. As the college was not functioning, the participation of students in the form of college union activities and other activities was lesser compared to previous assessment periods. The institution has ensured the participation of students in solving the problems faced by students during the online learning. Students, including aluminize participated as volunteers to fight against COVID -19 spread.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

0

File Description	Documents
Report of the event	**No File Uploaded**
Upload any additional information	**No File Uploaded**
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)	**No File Uploaded**

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

College Alumni and its activities during the period is minimal. COVID-19 spread. Online meetings conducted by department of Zoology, Malayalam, Arabic and Sanskrit with the help and support of alumni have announced Merit Awards and student Excellence awards. As per the common decision taken by the institution, all these awards and recognitions will be distributed once the regular/ offline mode is restored.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

5.4.2 - Alumni contribution during the year (INR in Lakhs)   **E. <1Lakhs**

File Description	Documents
Upload any additional information	**No File Uploaded**

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

The vision statement of the college "Enlightening Education for a broader and Brighter Tomorrow" and Mission statements of the college are reflective in the effective leadership of the College as well as the nature of governance and its perspective plans forecast the well-being of the institute and its stake holders which are in tune with its vision and mission statements.

The Principal as a most experienced senior academician promoted from among the junior Principals in the state and his experience has to do a lot in consultation of the College Council. The IQAC instituted in strict accordance with the NAAC guidelines monitors the quality mandates of the institute towards the future. The statutory committees and institution specific committees are well coordinated under IQAC on an overall supervision of the College council and the Principal. Women faculty was highly motivated to take major roles of the institution. To promote career prospect of students, instituted various career related training programs such as UPSC/KPSC/UGC-NET Coaching, as well as skill training courses under ASAP and National Skill Development programs. The student Union elections are regularly held in the college as it is practical training for bring out effective leaders of the future.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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

Decentralization and Participatory management are effective democratic tools to bring up any Institution. The College council is well represented by all teaching departments through the HoDs. The elected members from among the faculty, administrative representative from the office are also contributing their participatory role.

Internal Academic Audit is monitored in terms of continuous evaluation process; including Model examinations being conducted before the University examinations is controlled by Vice Principal of the college. This is a good example decentralization process. A high level concern is always kept by the institute to ensure

participation of each and every faculty member of the institute at least in two or three committees at college level.

Complaint Redressal Cell, Women Cell, Staff Club and Accommodation Committee are some prime examples of decentralization. Hostel wardenship, examination additional supervision, NSS officers etc. are decided by circulating a willingness survey among Faculty, and if more willingness comes across, seniority is considered for selection. The students' union enjoys high level of liberty to plan and implement their programs.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Hindi, Political Science Statistics and Mathematics are hopeful to start new UG programs. These developmental milestones among others are reflected in the college council minutes as living proofs of documentary evidences available in the college towards a systematic and strategic prospective plan of the institution. The institute as a centre of excellence and an institute specialized for Sanskrit discipline in the State having a fine collection of rare Sanskrit manuscripts, had a very stream lined plan to digitalize the same, and Primary efforts have made in this direction. And it is a long cherished dream that an independent Sanskrit Block would be an added boom to the development of this institution and the college is behind this dream.

For the last 2 years the college is planning to construct an indoor stadium on the campus to facilitate students of the college as well as the aspirants of the community who is exceptionally talented in sports and games. The project is now under MoU stage.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The institution adheres to the service rules in accordance with the UGC and State Government of Kerala. Teaching faculties are recruited by KPSC as per the regulations and norms of UGC and the KS & SSR. Non- teaching staff is also recruited by KPSC in accordance with KS & SSR. The administration of the college is carried out through decentralization of power and devolution of authority sticking to the highest ideals of democratic principles.

The college council, the highest consultative body of this institution, consists of Vice Principal, heads of departments, elected and nominated members, Librarian, and office superintendent supervises and enriches all academic as well as administrative activities. Internal Quality Assurance Cell (IQAC) tries to bring highest degree of standards in academic and administrative activities of this institution through various structured as well as non- structured programmes and initiatives.

PTA nurtures good relationship among members of the teaching staff, students and guardians of the students, and College Development Committee (CDC) formulates, guides and oversees all the major developmental and infrastructural plans mobilising internal as well as external resources The Discipline Committee, Anti-ragging Committee, Women Cell and Anti-Harassment Cell ensures curbing indiscipline and unethical behaviour in the campus.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	No File Uploaded

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	**No File Uploaded**
Screen shots of user inter faces	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	[View File](#)

6.3 - Faculty Empowerment Strategies

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

The teaching and non-teaching staff of the institution has the facility of Staff-quarters in the vicinity of the college. There are 8 type-2 quarters for non teaching staff; 27 type-3 Lecture quarters; 3 type-4 quarters; 14 Single-type quarters. There are 5 rooms Hostel for PG students. There are 50 hostel rooms for girls in the college. A cooperative Society has been organized for providing books/stationery at reduced price to the stakeholders in the college. Staff Club functions with the intention to provide welfare to the staff. It conducts various activities such as send-off functions, tour programmes, etc. Ladies' amenity Centre is there for the female members on the campus. The Govt. sponsored Jeevani program functions in the college providing counseling to the needy students. A qualified counselor is present in the campus whole day to support the students.

There is a security person and two night-watchmen in college to protect the property of the college. College canteen ensures quality food at lower price within the campus. Mandatory deductions are made from the salary of the employees towards SLI, GIS, GPAIS, Medical reimbursement. The state Govt. provides Maternity and Paternity leave for the staff and LTC by state Govt.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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

0

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

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

4

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

01-06-2022 06:25:09

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

53

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

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

Since Sree Neelakanta Govt. Sanskrit College is under the total control of the Govt. of Kerala, it has to abide by the rules and regulations of the State Govt. and the monitoring agencies like UGC.In the case of the teaching staff, the institution has a strong system of performance Appraisal which is being modified by UGC frequently. There is a robust self appraisal format for every teacher has to obey in professional life. In addition to this, there is a strong system of feedback of the students to get the teachers appraised. The Heads of the departments personally monitor this confidently after every semester.

The non teaching staffs of the college do not require self appraisal as per the directions of the Govt. Instead, the clerical staff of the institution will have to clear MOP (Manual of Office Procedure) before being given the any progression in career. They also are to pass Departmental Tests so as to get them elevated to the next grade from the first category. The staff council monitors all sort of issues related to the performance of the employees.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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

Being a Govt. institution, this college has a structured and vigorous system of financial auditing as stipulated by the Central and state Governments. The Accountant General (A&E) arranges elaborate audit in time-bound manner. All the funds received from agencies like UGC, RUSA, PTA and Alumni are subjected to strict auditing by the agencies concerned. The office of the Director of Collegiate Education conducts regular audit on the funds/grants provided by the Govt. of Kerala. Accountant General (AG), is statutory body of auditing schedules auditing programmes on the expenditure incurred from the govt. funds. Plan and Non plan fund utilization are verified with documents, bills and vouchers. The cooperative Store of the college provides support to the students and other staff members in getting books and stationery items. The auditing of the Store is performed by the Cooperative Department, Govt. of Kerala. The stock verification of the assets of the institution is done every year , conveniently in March through internal audit. The institution takes utmost care in addressing the auditors' comments and any they are rectifies and the matter promptly communicated to the respective bodies. The Senior Superintendent and the Head Accountant are keeping vigil in this matter.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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)

19.15

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	[View File](#)

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

Before the financial year begins, Principal and Heads of Departments prepare the college level proposals for various Plan funds and the same will submit to the Government. It includes planned expenses such as lab equipment purchases, furniture, Library books, purchase of computers and other development Expenses. It also includes proposals for various faculty development programme. After scrutinizing the proposals Government allot funds in different heads. College Council re distribute the allocated fund and the concerned departments purchase equipments and other items as per the guide lines and purchase rules. Planning committee and purchase committee monitor all the purchase. College also gets fund from College Development Committee which is headed by the district collector. PTA also contributes fund for various developmental activities. Funds from MLA, MP etcs are also used for college development purposes.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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

As Learning Management system was functional two years back to COVID 19 outbreak Pattambi College was the only college which didn't require any new mechanism for online teaching. IQAC has taken great effort to modernize the online teaching in the college and which was highly fruitful in the COVID period. LMS has revised and prepared

google class rooms which can accommodate 250 students at a time. Google workspace from educational fundamentals made available in the college.

One of the notable achievements of IQAC of this college is that it could provide state-wide training in technology supported education for teachers of all colleges and other educational institutions. In the COVID period IQAC could coordinate international seminars by using online facilities. Dept of Malayalam organized the largest online literature festival and Webinar. There was live sessions from New Delhi, Sharjah, Dubai, UK, Canada in the programme. Dept of Arabic has also organized International webinar and more than 1000 participants were involved. IQAC has provided space and technical support and facilities to other departments in the college and other colleges. IQAC has taken initiative to complete infrastructure requirements for functioning science block after the COVID period.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The IQAC evaluates the teaching-learning and evaluation process on a regular basis and takes initiatives to enhance it. Academic Calendar of the college is prepared as per the University calendar, posted and distributed, and strictly adhered to it. It contains information about admission to various programmes, holidays, proposed dates for academic and co-curricular events, internal examinations and results.

All newly enrolled UG&PG students must attend the Orientation Program, during which they will learn about the Institute's vision and mission , Course scheme and structure, programme outcomes, teaching-learning process, continuous evaluation system, mandatory core/complimentary/audit courses, choice-based courses, different co-curricular activities, and various facilities provided by the institute . IQAC conducts review meetings to check learning process, strategies and methodologies of OBLT and attainment of learning outcomes, result and other achievements.

There are three types of feedback systems available at the college. The faculties offering the course receive online feedback through the LMS system. Departments take feedback every year on the programs they offer. In addition, the college takes feedback directly from students who pass out. These feedbacks are evaluated by IQAC and improvements implemented. Performance based self appraisal forms are collected from the teachers every year.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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)

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	[View File](#)

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 College is famous for its academic perfection, discipline and gender equality and taking utmost care to implement the same by the following measures. Women cell, Women development cell, Anti-ragging

cell, Anti-harassment cell etc. are prevailing in the college which conducts the gender sensitization and awareness programmes. Our college follows an open and transparent system of admission based on merit irrespective of gender.

Safety and Security

The major aspects for safety and security are Hostel is provided for girls with a full time warden and matron.

Women cell and women development

It is very active and conducts various programmes and awareness classes aimed at the safety and gender equality and justice.

Counselling

SNGS College provides counselling at various levels – through counselling cell, engaging Psychologist and through Jeevani- Centre for wellbeing.

Common Room

Common room facilities are available in the Institution, which is equipped with all facilities for female students to rest and also provides them with necessary first aid.

The college is also providing grievance redressal and anti-ragging and anti -harassment cell which stands for redressing the grievance to ensure gender equality and justice.

File Description	Documents
Annual gender sensitization action plan	https://sngscollege.org/wp-content/uploads/SSR/C7/C7.1.1/specific%20facilities/
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	https://sngscollege.org/wp-content/uploads/SSR/C7/C7.1.1/gender%20sensitization%20action%20plan/

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures   Solar energy   A. 4 or All of the above

Biogas plant Wheeling to the Grid   Sensor-
based energy conservation Use of LED bulbs/
power efficient equipment

File Description	Documents
Geo tagged Photographs	[View File](#)
Any other relevant information	[View File](#)

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

The institution is always keen to maintain 'green protocol' amidst the multitude of curricular, co- curricular and extra-curricular programmes being organized. All efforts are being put into practice to alleviate waste generation; promoting paperless transactions, completely online admission process and adopting DDFS (Digital Document Filing System) for official works are some of the measures adopted. Student assignments are uploaded to LMS in PDF format. For solid waste management coloured coded waste bins are kept at selected areas (Green – Biodegradable waste, Blue – Paper waste, Red – Plastic waste). Two biogas plants established under RUSA funding are instrumental in dealing with organic wastes; one of them situated near the canteen and the second one in ladies' hostel. Maximal use of public addressable system and social media platforms for disseminating information in the campus are implemented. The plastic wastes are converted to dusters, thereby ensuring recycling of this tedious waste. Liquid wastes, mainly from laboratories are directed to safely build soaking pits, preventing percolation and subsequent mixing with potable water sources. All electronic wastes including worn out and irreparable equipment or parts thereof are written off as per government rules and then send to scrap dealers.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	[View File](#)
Geo tagged photographs of the facilities	[View File](#)

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks   **A. Any 4 or all of the above**

and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Any other relevant information	[View File](#)

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: **A. Any 4 or All of the above**

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

File Description	Documents
Geo tagged photos / videos of the facilities	[View File](#)
Various policy documents / decisions circulated for implementation	[View File](#)
Any other relevant documents	[View File](#)

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

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	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

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).

The aim of the college is to provide a socially conducive environment for harmonious growth of each student, living joyfully aware of his/her own specific individuality with an admiration for the differences in others. The College continuously introduces new programmes and courses, innovative curricular changes in tune with

the current academic trends. As major portion of the academic year has gone through COVID-19 lockdown and restrictions, most of our efforts and initiatives for inclusiveness and community out-reach have occurred through online platforms. Apart from that students and staff have actively participated in diverse type of activities to stand with local communities.

The Break the chain campaign and sanitizer drive co-ordinated by Chemistry Department & IQAC; Community kitchen services by NCC; Rain water harvest & Blood Donation camp by NCC; conduct of Mega Job Fair by Career guidance cell & placement cell; One day orientation on UGC-NET/JRF by Career Guidance Cell; Woman's Day celebrations; International Yoga Day celebrations; Donation of financial support to Attappady students are some of the major highlights in this direction. In addition, through various clubs and Cells, the college organized Webinar-Discussion on EIA DRAFT-2020, World Rivers Day, NSS day, Webinar-Adverse Effect of Mobile Phone among Adolescents.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

The foundational principles of the Institution resonate with the fundamental rights and duties enshrined in the Constitution of India. Elections to all the bodies of the college like IQAC, Staff Council, PTA, Staff Cooperative Society, Student Union etc are held on the democratic principles envisioned in the Constitution. The syllabi of different programmes offered by the college consisted of courses relevant to the Constitution of India. Admissions to the UG and PG programmes are conducted through a single window system barring different reservation quotas. Regular PTA meetings are held to make the functioning of the college smooth and democratic. During COVID-19 pandemic, students and staff are involved in various preventive measures in collaboration with local body. Moreover the Entire Science Block and Ladies hostel is acting as CFLTC and CSLTC with 1000 beds. In this matter college has been very proactive in sorting out possible remedies from time to time. The college staff and alumni supported more than 25 students with smartphones. The Real-Time PCR COVID-19 testing system available at the Botany

Department of SNGS College has been shared with Health and Family Walfare Department, Govt. of Kerala for COVID-19 testing.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://sngscollege.org/wp-content/uploads/SSR/C7/C7.1.9/
Any other relevant information	https://sngscollege.org/wp-content/uploads/SSR/C7/C7.1.9/

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

A. All of the above

File Description	Documents
Code of ethics policy document	View File
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	View File
Any other relevant information	View File

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

The College celebrates /organizes various national and international commemorative days, events and festivals including these:

1. **World environment day, June 5 Friday: NSS volunteers had actively participated in planting of saplings of different trees.**
2. **World plastic carry bag free day observation on July 3rd:**

Volunteers prepared different placard and they had taken and oath.

3. Yoga day June 21: NCC unit conducted yoga day for developing mental and physical health
4. August 15, Independence Day: Flag hoisting ceremony followed by campus cleaning.
5. Onam celebrations September 5: The College celebrate on a grand scale the traditional harvest festival of Kerala.
6. October 2, Gandhi Jayanthi: Arranged a programme for cleaning at Pattambi railway station and college campus
7. Children's day: NSS units of our college organized children's day with the collaboration of nearest up school.
8. December 1, world AIDS day: As part of world aids day NSS volunteers of this college were participated in a public rally to Pattambi.
9. Christmas celebration: Association meeting where message of world piece and human welfare are conveyed and gifts are exchanged.

Republic day celebrations: NSS observed republic day with all respect.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

1 - SNGSC ONLINE – LMS

- To offer a platform for interaction between students and teachers
- Support the teaching, evaluation and learning practices through a single platform with more thrust on student-centered learning approach among learners

The College LMS is a platform that provides a space for pooling available online learning resources, online interaction, evaluation,

teaching and learning practices and overall academic management. Support students through LMS that has access even through a mobile app with facilities such as Virtual Classes, presentations, Materials, Examinations, Forum, Databases, Grading, Evaluation, E-content, knowledge repositories, training.

2 - CONVERGENCE OF KNOWLEDGE & ECOSYSTEM - A deep design for the future

- **To execute knowledge exchange programs between academic community and public**
- **To take up eco-friendly activities and leadership programs for youth**

Includes exchange activities along with society, other academic community, eco-friendly activities, preservation of knowledge and cultural tradition of the locale.

- **The Green Campus Mission- maintaining an environmentally friendly campus - Nature Appreciation Centre (Kuttivanam)**
- **Digitization of more than 400 manuscripts of the college**
- **Documentation of traditional art forms in the river banks of River Nila is underway.**
- **Preservation and digitization of palm leaves were initiated**
- **Malayalam Research Journal Consortium - online peer reviewed journals**

File Description	Documents
Best practices in the Institutional website	https://sngscollege.org/lms/
Any other relevant information	https://sngscollege.org/carnival-of-poetry/

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

The college is dedicated to the advancement of learning and ennoblement of life. The activities include:

- **CFLTC & CSLTC facility @SB of SNGS College: The College has taken appropriate steps by co-operating with Pattambi Municipality, office of the DMO Palakkad & office of the District Collector, Palakkad towards opening a1000-bedded**

CFLTC facility.

- Sharing Research Facility: The Real Time RT-PCR system maintained at the Botany Department has been shared with Department of Health & Family Welfare, Government of Kerala for COVID-19
- Sanitizer drive: The expertise from Chemistry Department was used for a massive drive towards preparing and distribution quality sanitizer to nearby areas.
- Fostering Education System of Kerala through LMS training to College teacher, Higher Secondary School teachers, Researchers & Students
- Mission PSC @ pandemic time:The outcome of the mission is visible in terms of the output the trained students had made during the successive exams.
- Augmenting library facilities of nearby area: steps to support nearby libraries by donating books, magazines etc. For Attapadi region, a system was developed to enhance reading and also maintaining books.
- Augmenting Online learning devices to deprived ones: the college has taken initiative to raise fund using which, smartphones were delivered to the need ones

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Sree Neelakanta Govt. Sanskrit College being an affiliated college follows the syllabus prescribed by University of Calicut. While revision and upgradation of the syllabi is done at the University level, the college has a mechanism for effective, documented curriculum delivery. We try our level best to provide more than 180 days of teaching in a calendar year. Amidst the Covid 19 pandemic, faculties employed blended learning approaches with asynchronous and synchronous platforms to cover the syllabus. Our college has already introduced the Learning management system in order to make the curriculum delivery more holistic and effective. LMS delivers and manages all types of content, including video, courses, and documents which makes the classroom management for instructor-led training or a flipped classroom. Internal assessment was done through online mode. Virtual lab tours, industrial visits and webinars were conducted by various departments during the pandemic period. The College encourages its faculty members to participate in Orientation/Refresher Courses/ Workshops/ Seminars organized by the University so as to update their knowledge. Many teachers of the college have played an effective role in the framing of various aspects pertaining to the curriculum by forming part of various academic bodies in this academic year.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

Continuous Internal Evaluation system. An academic calendar that include all the important details is prepared and maintained by the Time table Committee for each academic year. The calendar is distributed to the staff and students in time. Time table of each department is prepared by respective HODs as per the guidelines

of affiliating university for the number of credit hours for each subject and the academic calendar prior to the start of the semester. Amidst Covid 19 pandemic, all internal examinations were conducted through online mode through LMS. The College conducts two steps of preparatory examination prior to University exams that includes two internal examinations and a model examination. There is University Examination Monitoring Committee, Internal Examination Monitoring Committee and Grievance Redressal Committee for ensuring the quality of Internal Examination and Internal Assessment. A senior Faculty member is acting as academic coordinator for monitoring all evaluation process. Publication and uploading of the internal marks are closely and under the supervision of Principal. In addition to the internal assessment through examinations, surprise tests, MCQs, open examinations, seminars and assignments are conducted through LMS to ensure performance parity.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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	View File
Any additional information	View File

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

18

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	View File

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)

4

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

58

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

Integrating the issues related to gender sensitization, human value, professional ethics, environmental protection into the curriculum is of great importance and the college had definite vision in addressing these aspects. Human Value, Gender Sensitization, Professional Ethics, and Environment Awareness are stated programme outcomes of many of our UG and PG programmes offered. The college also provides awareness in terms of human rights, gender equity, professional ethics and environment conservation and sustainability through various programmes. In reaction to the COVID-19 pandemic, lockdown interventions have resulted in unprecedented impacts on human behaviour around the world which hit our campus life also. The students and staff of the college joined hand together to overcome the Covid 19 pandemic that hit Kerala during 2019 by their active participation in the preparation of sanitizers and eco-friendly masks. Various webinars,online talk series and interaction with eminent scientists were conducted by various departments.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

33

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

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

539

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

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	<u>https://sngscollege.org/feedback/</u>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	**No File Uploaded**
Any additional information	**No File Uploaded**

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

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	https://sngscollege.org/feedback-analysis/

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

695

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

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

382

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	View File

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 college organizes an orientation programme for UG and PG students at the beginning of every year. A mentor is appointedon the basis of teacher-student ratio. The Mentor collects

information regarding the academic and extracurricular performance of the freshersand provide the necessary guidance and support.The Mentor closely interacts with the students and details regarding the academic and extracurricular performance of the fresher are evaluated during the Interactive sessions. The departments offer specific program for advancedand slow learners after the evaluation through the Mentoring system.

Programs for Slow learners

Comprehensive Question banks are kept in all the departments including previous year University question papers, model questions and Multiple Choice Questions.

Remedial measures: Academic support in the form of previous years question paper discussion, Crash courses prior to examinations and re-tests are provided

Programs for Advanced learners

The library offers an array of resource materials to prepare students for competitive examinations. Career Guidance and placement cell helps advanced learners to set career goals that suit their skill, knowledge and interest.

KPSC coachingand JAM Coaching classes are also provided for the outgoing UG advanced learners.

NET coaching facility is provided by some PG departments.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
1805	86

File Description	Documents
Any additional information	**No File Uploaded**

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

Sree Neelakanta Govt. Sanskrit College, Pattambi ensures student centric learning methods by implementing the following measures:

All UG and PG programs ensure that there is a project work at the end of the programmeThe project work helps the student to learn through experimental method. Other student centric learning methods implemented includes the choice of open course in the fifth semester of all UG programmes. Students have the freedom to choose from a list of 12 open courses offered by the college.

Internal Evaluation:- 20% of marks of internal evaluation for each course in the entire UG and PG programmes are reserved for assignment submission and seminar presentation.

One of the most exciting advancements in the modern classroom is flipped learning which enables moving lecture content from face-to-face class time to before class by assigning it as homework.

The LMS platform of the college is highly effective to facilitate the flipped learning experience to students.

To introduce the first-year students of UG and PG programs to campus academic life, 3 to 5 days long common orientation programmes are conducted every year with motivational speakers and career guidance experts.

File Description	Documents
Upload any additional information	**No File Uploaded**
Link for additional information	**Nil**

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

Teachers use ICT enabled teaching methods to facilitate the teaching learning process and to improve student participation.

Teachers use LCD projectors, Smart TVs, Laptops, e resource studio floor, PPT, audio and video links, YouTube Educational resources, MIPS (Microscope Image Processing System for capturing the photos of microscopic objects) etc. for effective teaching learning experience for both teachers and students.

The institution has an LMS (Learning Management System) developed to assist teachers to present variety of topics in an appropriate and effective way to the students.

A wide range of activities and resources are available on LMS.

The assignment activity module

BigBlueButton

The forum activity module

Forums

The glossary activity module

The H5P activity module

The journal activity

The lesson activity module

The podcast activity module

The questionnaire module

The quiz activity

The SCORM activity module

The workshop activity module

The book module

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

86

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	**No File Uploaded**
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

86

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	View File

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

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37

File Description	Documents
Any additional information	**No File Uploaded**
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)	View File

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

567.5

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

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 college believes that the internal assessment system has a key impact on the academic performance of the college considering its influence on the teaching and learning process. As per the guidelines of the University of Calicut , internal assessment is done based on student's attendance, writing skills (assignment), presentation skills (seminar) and knowledge levels (test papers). The major components in Continuous Internal Evaluation system at the institutional level are described below.

Internal Examination Cell: The internal examination cell in the college conducts the internal examinations. In each semester two internal examinations are conducted. The question papers are set according to the pattern of University examinations.

Internal Examinations: After each topic is taught, students are informed about the internal tests in advance. The question papers

are prepared by teachers in charge by giving careful consideration of syllabus prescribed and the portion covered in the classroom.

Once the examinations are conducted the answer scripts of the students are evaluated by faculty members.

During the Corona pandemic situation, the internal exams were shifted to online mode using the LMS platform of the college which also provide maximum transparency.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	**Nil**

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

The College takes effective measures in identifying and resolving the difficulties and grievances faced by the students related to examination. A three-level Grievance Redressal mechanism is implemented in the institution to address the grievances of students, at Department Level, College level and University level.

Level 1: Department Level

The department level Committe is chaired by the Head of the department, department coordinator and Tutor in-charge as members.

The students can also address their grievances concerning CE marks if any through Grievance Redreessal Application Form available.

Level 2: College level

The grievances which are not resolved at Department Level , are redressed by a college level committee with the Principal as Chairman, department Coordinator, HOD of concerned Department and a senior teacher nominated by the College council as member of

the Student Grievence Redressal Committee.

Level 3: University Level

A Grievance Redressal Committee is functioning in the University of Calicut as per the existing University norms.

Grievance regarding semester examinations conducted by Calicut university is handled as per university proceedings.

All these problems are properly and timely addressed and solved through the College Level Committee.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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.

The institution offers UG and PG programmes. Program Outcomes, Program Specific Outcomes and Course Outcomes for all these programmes offered by the institution are stated and displayed on the college website and are communicated to teachers and students. University of Calicut has Board of Studies for each program with academic experts from respective stream as their members. The Board has the responsibility to revise the syllabus periodically and define the sets of POs, PSOs and COs accordingly. University of Calicut has revised the syllabus in 2019 and has set forth Programme and course outcomes for all courses.

At the beginning of a program, these POs, PSOs and COs are properly communicated to the students and faculty members. The college website also provides information regarding POs, PSOs and COs of every program offered by the institution and it can be accessed by all students and teachers.

The students are introduced to the programme and course outcome in the Orientation programme conducted by the college after their admission. At the Department level orientation this is reinforced and a deeper insight into the programme and course outcomes is

communicated.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	**Nil**
Upload COs for all Programmes (exemplars from Glossary)	[View File](#)

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

The attainment of POs, PSOs and COs are regularly evaluated by the institution. For evaluating this, the college follows the Continuous Internal Assessment system. The progress and performance of each student throughout the program is monitored through this organized mechanism. The internal evaluation is based on two examinations conducted along with assignments, seminars and attendance. The department conducts class tests regularly for each course, the scores achieved are one of the indicators of the Course Outcomes.

Assignments are given to students and are taken into account for the internal assessment score. ICT enabled seminars are assigned to students and the weightage in internal assessment is given according to the performance in seminar. Individual projects are given to PG and UG students for assessing the Course Outcomes as well as the Learning Outcomes of students.

Viva-voce is also conducted at the end of the program as a part of the university examination and the score is included in the end semester assessment sheet.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	**Nil**

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

464

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<u>View File</u>
Upload any additional information	**No File Uploaded**
Paste link for the annual report	**Nil**

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://sngscollege.org/wp-content/uploads/2022/03/2020-21-Feedback.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	**No File Uploaded**
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)	<u>View File</u>

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

1

File Description	Documents
Any additional information	[View File](#)
Institutional data in prescribed format	[View File](#)

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)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

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

The availability of the sophisticated modern instruments certainly has influence on the quality of research. Using FIST fund of Department of Science and Technology, India, we could acquire modern equipment such as FTIR spectrometer, UV vis spectrophotometer, Fluorescence Spectrometer and electrochemical work station. The institute could provide an instrumentation room with adequate power supply and air conditioner for the smooth running of the instruments. This instrumentation facility could strengthen our research works and with these instruments, we have made our laboratories competitive with any other research centers; there by promoting the R& D activities in this locality, where there are highly motivated students interested in doing research. Modern instrumentation facilities require a well-maintained instrumentation room with air conditioning, UPS and

separate chambers for some equipment for their long life and smooth functioning. Such a facility is provided by the institute that can contribute to the quality of research activities in the college and the facilities are also extended to other institutions.The research facilities in the Botany and Zoologydepartment has utilized to give training in essential molecular biology techniques to students and teachers of other schools and colleges by regularly organizing hands-on workshops and training programmes. On collaboration with various clubs such as Bhoomitrasena Club, Nature Club and Biodiversity Club, the department of Botany and Zoology has collaboratively organized various awareness programmes to students such as invited talks, interactive sessions, exhibitions on various environment and nature related aspects.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

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

13

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

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

21

File Description	Documents
URL to the research page on HEI website	https://sngscollege.org/research/
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

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

40

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

111

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

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

The regular engagement of students and teachers within the neighbourhood community is mainly achieved via the activities of

NSS, NCC and various clubs of the college. The college promotes such activities so as Blood Donation camps are another highlighted extension activity of the college. The performance and participation of our students and teachers during COVID Pandemic in recovering, creating awareness and as frontline workers was also admirable. During the COVID pandemic, the research facility of the Department of Botany is shared with government medical college for RTPCR testing purpose.

File Description	Documents
Paste link for additional information	https://sngscollege.org/co-curricular/
Upload any additional information	No File Uploaded

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

4

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

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

37

File Description	Documents
Reports of the event organized	View File
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

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

257

File Description	Documents
Report of the event	View File
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

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

16

File Description	Documents
e-copies of related Document	View File
Any additional information	**No File Uploaded**
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

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

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	**No File Uploaded**

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.

SNGSC, Pattambi is an arts and science college in the Malabar area of Kerala with an area of 13.70. acres established by Sri. Punnasseri Neelakanta Nambi as a school and now it has developed into a premium institution of higher education in Kerala. The courses offered are UG, PG, and research facilities in Social Sciences, Languages, Management, and Sciences. All the science laboratories are equipped with state-of-the art facilities. The general library has an accumulated collection of over one lakh books and journals and rarest manuscript collections. The institution has spacious classrooms with ICT facilities, a conference room, mini conferences auditorium in addition to an open-air auditorium, a seminar hall, an Edu sat room, a botanical garden, a small forest (Kuttivanam), canteen, cooperative store, Separate rest and washrooms for girls, an athletic track, two badminton courts, a basketball and volleyball court, tables for TT, mats for the gymnasium, and other types of equipment necessary for practicing and hosting events and an open well. College ladies hostel provides intake 150 students and has 22 faculty quarters. The top of the office building is dotted with solar panels and provides 15KW of electricity. The computer lab has 40 systems with internet connectivity.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

It is essential that along with the academic development of a student, an educational institution should aim at the enhancement of their physical and athletic capabilities as well. Sree Neelakanta Govt Sanskrit College, Pattambi has always produced sportspersons who represented the University, State, and National teams. The Department of Physical Education organizes intercollegiate tournaments. Yoga sessions are conducted for both students and faculty, under the Department of Physical Education. Sree Neelakanta Govt Sanskrit College has 32 sports teams in the various categories with around 250 sportspersons. The college is proud of its sportspersons who have represented the state and won medals in various national sports events. Numerous clubs such as Film Club, Quiz Club, Tourism Club, Women's club, Science Club, Literary Forums, etc. organize programs to improve the various skills of the students. Platforms like Erayam, Kavithayute Carnival, Cele fiesta, college arts day, etc. offer distinct and unique experiences. The College Union too arranges a host of programs like College Day Celebrations, Arts Fests, etc., and promotes various programs initiated by the Department Associations. The PTA sanctions an average of Rupees 1 lakhs every year to provide training for the students to participate in the Inter-University and Inter-Collegiate Youth Festivals.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

41

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sngscollege.org/wp-content/uploads/SSR/C4/C4.1.3/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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)

5.1

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

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

The Central Library of Sree Neelakanta Govt Sanksrit College, Pattambi occupies a total carpet area of about 10,000 square feet and spacious stack-rooms for Collections of Language and Literature, Humanities, Science and Maths, reference and reading rooms. The College has a good collection of 75,000 printed books and a vast collection of rare books. The General Library subscribes to all leading Periodicals and Newspapers. The library has on-line access to Inflibnet e-Resources which provides more than 6,000 online Journals and 31,35,000 e-books. The library has been fully automated, using KOHA, the open-source integrated library system and a member of Inflibnet N-List consortia. It provides web-based services including access to e-books, e-journals, and research databases. Thousands of e-resources are

made available from a single point of access. It owns printed books of 1870 edition onwards. The library functions by using the software KOHA. Each faculty and student can access library information online like availability of books, due date, etc. OPAC (Online Public Access Catalogue) for book search Internet browsing facility for Staff and Students NLIST e-resources (6000+ e-journals and 31,35,000+ e-books) from the website www.nlist.inflibnet.ac.in. BSNL has provided broad band connection for providing e-resources through the UGC INFONET Digital Library Consortium.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	Nil

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	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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)

0.2

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	[View File](#)

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

20

File Description	Documents
Any additional information	[View File](#)
Details of library usage by teachers and students	**No File Uploaded**

4.3 - IT Infrastructure

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

Sree Neelakanta Govt. Sanskrit College has successfully oriented the campus and office activities towards integrating IT into everyday activities. Wi-Fi facility makes accessing online materials easier. There is a central public address system with nodes on all rooms. Departments have IT infrastructure like Computers, Printers, Scanners, Photocopiers, Projectors, speakers, electronic podiums, public address systems, smart classrooms with smart boards, LCD projector, Television, Internet connectivity, Laptop and speaker system. General Computer lab has 30 Computers. ORICE Studio is well-maintained with necessary accessories for streaming Online Classes and Courses. The Office works are well maintained by office automation software. Online attendance management system for teachers is installed in the central server and is accessible at all departments. Students and faculty have access to resources of INFLIBNET, and Library utilizes Library management software for book cataloguing and issuing. The IT Infrastructures of the college are supported by the newly developed Learning Management System. Classes, assignments and examinations can be conducted using the LMS. The faculties also make use of the college YouTube channels and their personal. Four punching terminals have been installed in the

campus for the Centralized Attendance Management System (CAMS) of the teachers and the non-teaching staff.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

4.3.2 - Number of Computers

211

File Description	Documents
Upload any additional information	[View File](#)
List of Computers	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution

B. 30 – 50MBPS

File Description	Documents
Upload any additional Information	[View File](#)
Details of available bandwidth of internet connection in the Institution	**No File Uploaded**

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)

50.96197

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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 college is in possession of large physical academic and support facilities. There is an established policy and clear guidelines for the maintenance and utilization of the facilities.

• The general planning of the college is supervised by a high-power planning committee. State purchase manual and financial code is strictly followed. The digital solutions like e-tendering are also utilized for ensuring speedy, efficient and transparent procurements and utilize an effective yearly audit system to check the furniture, lab equipment's, ICT tools, and other stock in the college.

• The building committee ensures the timely repair works of the buildings and infrastructure. Lab equipment, Sports equipment, Computer lab and hostel facilities are maintained with the generous financial assistance from College Development Council as well as PTA.

• Student and faculty support is another resource for the maintenance of the college facilities. NCC and NSS undertake necessary campus cleaning and beautification. A college beautification committee is monitoring the general beautification works.

•A library committee under the guidance of the college librarian is committed to improving and updating the available library facilities.

• The quality and performance of the infrastructure is ensured with the help of external quality assurance agencies like KELTRON, state PWD etc.

01-06-2022 06:25:09

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sngscollege.org/wp-content/uploads/SSR/C4/C4.4.2/

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

2484

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

C. 2 of the above

File Description	Documents
Link to Institutional website	https://sngscollege.org/capability/
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

366

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

366

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student

A. All of the above

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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

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

12

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student placement during the year (Data Template)	[View File](#)

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

91

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of student progression to higher education	<u>View File</u>

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

17

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<u>View File</u>

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.

0

01-06-2022 06:25:09

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at univ ersity/state/national/international level (During the year) (Data Template)	**No File Uploaded**

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)

During the assessment period, the institution functioned as a CFLTC. As the college was not functioning, the participation of students in the form of college union activities and other activities was lesser compared to previous assessment periods. The institution has ensured the participation of students in solving the problems faced by students during the online learning. Students, including aluminize participated as volunteers to fight against COVID -19 spread.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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

0

File Description	Documents
Report of the event	**No File Uploaded**
Upload any additional information	**No File Uploaded**
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)	**No File Uploaded**

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

College Alumni and its activities during the period is minimal. COVID-19 spread. Online meetings conducted by department of Zoology, Malayalam, Arabic and Sanskrit with the help and support of alumni have announced Merit Awards and student Excellence awards. As per the common decision taken by the institution, all these awards and recognitions will be distributed once the regular/ offline mode is restored.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

5.4.2 - Alumni contribution during the year (INR in Lakhs)	**E. <1Lakhs**

File Description	Documents
Upload any additional information	**No File Uploaded**

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

The vision statement of the college "Enlightening Education for a broader and Brighter Tomorrow" and Mission statements of the college are reflective in the effective leadership of the College as well as the nature of governance and its perspective plans forecast the well-being of the institute and its stake holders which are in tune with its vision and mission statements.

The Principal as a most experienced senior academician promoted from among the junior Principals in the state and his experience has to do a lot in consultation of the College Council. The IQAC instituted in strict accordance with the NAAC guidelines monitors the quality mandates of the institute towards the future. The statutory committees and institution specific committees are well coordinated under IQAC on an overall supervision of the College council and the Principal. Women faculty was highly motivated to take major roles of the institution. To promote career prospect of students, instituted various career related training programs such as UPSC/KPSC/UGC-NET Coaching, as well as skill training courses under ASAP and National Skill Development programs. The student Union elections are regularly held in the college as it is practical training for bring out effective leaders of the future.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

Decentralization and Participatory management are effective democratic tools to bring up any Institution. The College council is well represented by all teaching departments through the HoDs. The elected members from among the faculty, administrative representative from the office are also contributing their participatory role.

Internal Academic Audit is monitored in terms of continuous evaluation process; including Model examinations being conducted before the University examinations is controlled by Vice Principal of the college. This is a good example decentralization process. A high level concern is always kept by the institute to

ensure participation of each and every faculty member of the institute at least in two or three committees at college level.

Complaint Redressal Cell, Women Cell, Staff Club and Accommodation Committee are some prime examples of decentralization. Hostel wardenship, examination additional supervision, NSS officers etc. are decided by circulating a willingness survey among Faculty, and if more willingness comes across, seniority is considered for selection. The students' union enjoys high level of liberty to plan and implement their programs.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Hindi, Political Science Statistics and Mathematics are hopeful to start new UG programs. These developmental milestones among others are reflected in the college council minutes as living proofs of documentary evidences available in the college towards a systematic and strategic prospective plan of the institution. The institute as a centre of excellence and an institute specialized for Sanskrit discipline in the State having a fine collection of rare Sanskrit manuscripts, had a very stream lined plan to digitalize the same, and Primary efforts have made in this direction. And it is a long cherished dream that an independent Sanskrit Block would be an added boom to the development of this institution and the college is behind this dream.

For the last 2 years the college is planning to construct an indoor stadium on the campus to facilitate students of the college as well as the aspirants of the community who is exceptionally talented in sports and games. The project is now under MoU stage.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The institution adheres to the service rules in accordance with the UGC and State Government of Kerala. Teaching faculties are recruited by KPSC as per the regulations and norms of UGC and the KS & SSR. Non- teaching staff is also recruited by KPSC in accordance with KS & SSR. The administration of the college is carried out through decentralization of power and devolution of authority sticking to the highest ideals of democratic principles.

The college council, the highest consultative body of this institution, consists of Vice Principal, heads of departments, elected and nominated members, Librarian, and office superintendent supervises and enriches all academic as well as administrative activities. Internal Quality Assurance Cell (IQAC) tries to bring highest degree of standards in academic and administrative activities of this institution through various structured as well as non- structured programmes and initiatives.

PTA nurtures good relationship among members of the teaching staff, students and guardians of the students, and College Development Committee (CDC) formulates, guides and oversees all the major developmental and infrastructural plans mobilising internal as well as external resources The Discipline Committee, Anti-ragging Committee, Women Cell and Anti-Harassment Cell ensures curbing indiscipline and unethical behaviour in the campus.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	No File Uploaded

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	No File Uploaded
Screen shots of user inter faces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The teaching and non-teaching staff of the institution has the facility of Staff-quarters in the vicinity of the college. There are 8 type-2 quarters for non teaching staff; 27 type-3 Lecture quarters; 3 type-4 quarters; 14 Single-type quarters. There are 5 rooms Hostel for PG students. There are 50 hostel rooms for girls in the college. A cooperative Society has been organized for providing books/stationery at reduced price to the stakeholders in the college. Staff Club functions with the intention to provide welfare to the staff. It conducts various activities such as send-off functions, tour programmes, etc. Ladies' amenity Centre is there for the female members on the campus. The Govt. sponsored Jeevani program functions in the college providing counseling to the needy students. A qualified counselor is present in the campus whole day to support the students.

There is a security person and two night-watchmen in college to

protect the property of the college. College canteen ensures quality food at lower price within the campus. Mandatory deductions are made from the salary of the employees towards SLI, GIS, GPAIS, Medical reimbursement. The state Govt. provides Maternity and Paternity leave for the staff and LTC by state Govt.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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

0

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

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

4

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

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

53

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	[View File](#)
Details of teachers attending professional development programmes during the year (Data Template)	[View File](#)

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

Since Sree Neelakanta Govt. Sanskrit College is under the total control of the Govt. of Kerala, it has to abide by the rules and regulations of the State Govt. and the monitoring agencies like UGC.In the case of the teaching staff, the institution has a

strong system of performance Appraisal which is being modified by UGC frequently. There is a robust self appraisal format for every teacher has to obey in professional life. In addition to this, there is a strong system of feedback of the students to get the teachers appraised. The Heads of the departments personally monitor this confidently after every semester.

The non teaching staffs of the college do not require self appraisal as per the directions of the Govt. Instead, the clerical staff of the institution will have to clear MOP (Manual of Office Procedure) before being given the any progression in career. They also are to pass Departmental Tests so as to get them elevated to the next grade from the first category. The staff council monitors all sort of issues related to the performance of the employees.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

Being a Govt. institution, this college has a structured and vigorous system of financial auditing as stipulated by the Central and state Governments. The Accountant General (A&E) arranges elaborate audit in time-bound manner. All the funds received from agencies like UGC, RUSA, PTA and Alumni are subjected to strict auditing by the agencies concerned. The office of the Director of Collegiate Education conducts regular audit on the funds/grants provided by the Govt. of Kerala. Accountant General (AG), is statutory body of auditing schedules auditing programmes on the expenditure incurred from the govt. funds. Plan and Non plan fund utilization are verified with documents, bills and vouchers. The cooperative Store of the college provides support to the students and other staff members in getting books and stationery items. The auditing of the Store is performed by the Cooperative Department, Govt. of Kerala. The stock verification of the assets of the institution is done every year , conveniently in March through internal audit. The institution takes utmost care in addressing the auditors'

comments and any they are rectifies and the matter promptly communicated to the respective bodies. The Senior Superintendent and the Head Accountant are keeping vigil in this matter.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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)

19.15

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

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

Before the financial year begins, Principal and Heads of Departments prepare the college level proposals for various Plan funds and the same will submit to the Government. It includes planned expenses such as lab equipment purchases, furniture, Library books, purchase of computers and other development Expenses. It also includes proposals for various faculty development programme. After scrutinizing the proposals Government allot funds in different heads. College Council re distribute the allocated fund and the concerned departments purchase equipments and other items as per the guide lines and purchase rules. Planning committee and purchase committee monitor all the purchase. College also gets fund from College Development Committee which is headed by the district collector. PTA also contributes fund for various developmental activities. Funds from MLA, MP etcs are also used for college development purposes.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

As Learning Management system was functional two years back to COVID 19 outbreak Pattambi College was the only college which didn't require any new mechanism for online teaching. IQAC has taken great effort to modernize the online teaching in the college and which was highly fruitful in the COVID period. LMS has revised and prepared google class rooms which can accommodate 250 students at a time. Google workspace from educational fundamentals made available in the college.

One of the notable achievements of IQAC of this college is that it could provide state-wide training in technology supported education for teachers of all colleges and other educational institutions. In the COVID period IQAC could coordinate international seminars by using online facilities. Dept of Malayalam organized the largest online literature festival and Webinar. There was live sessions from New Delhi, Sharjah, Dubai, UK, Canada in the programme. Dept of Arabic has also organized International webinar and more than 1000 participants were involved. IQAC has provided space and technical support and facilities to other departments in the college and other colleges. IQAC has taken initiative to complete infrastructure requirements for functioning science block after the COVID period.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The IQAC evaluates the teaching-learning and evaluation process on a regular basis and takes initiatives to enhance it. Academic Calendar of the college is prepared as per the University calendar, posted and distributed, and strictly adhered to it. It contains information about admission to various programmes, holidays, proposed dates for academic and co-curricular events, internal examinations and results.

All newly enrolled UG&PG students must attend the Orientation Program, during which they will learn about the Institute's vision and mission , Course scheme and structure, programme outcomes, teaching-learning process, continuous evaluation system, mandatory core/complimentary/audit courses, choice-based courses, different co-curricular activities, and various facilities provided by the institute . IQAC conducts review meetings to check learning process, strategies and methodologies of OBLT and attainment of learning outcomes, result and other achievements.

There are three types of feedback systems available at the college. The faculties offering the course receive online feedback through the LMS system. Departments take feedback every year on the programs they offer. In addition, the college takes feedback directly from students who pass out. These feedbacks are evaluated by IQAC and improvements implemented. Performance based self appraisal forms are collected from the teachers every year.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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)	D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	**Nil**
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Upload details of Quality assurance initiatives of the institution (Data Template)	[View File](#)

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 College is famous for its academic perfection, discipline and gender equality and taking utmost care to implement the same by the following measures. Women cell, Women development cell, Anti-ragging cell, Anti-harassment cell etc. are prevailing in the college which conducts the gender sensitization and awareness programmes. Our college follows an open and transparent system of admission based on merit irrespective of gender.

Safety and Security

The major aspects for safety and security are Hostel is provided for girls with a full time warden and matron.

Women cell and women development

It is very active and conducts various programmes and awareness classes aimed at the safety and gender equality and justice.

Counselling

SNGS College provides counselling at various levels – through counselling cell, engaging Psychologist and through Jeevani-Centre for wellbeing.

Common Room

Common room facilities are available in the Institution, which is equipped with all facilities for female students to rest and also

provides them with necessary first aid.

The college is also providing grievance redressal and anti-ragging and anti -harassment cell which stands for redressing the grievance to ensure gender equality and justice.

File Description	Documents
Annual gender sensitization action plan	https://sngscollege.org/wp-content/uploads/SSR/C7/C7.1.1/specific%20facilities/
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	https://sngscollege.org/wp-content/uploads/SSR/C7/C7.1.1/gender%20sensitization%20action%20plan/

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	A. 4 or All of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

The institution is always keen to maintain 'green protocol' amidst the multitude of curricular, co- curricular and extra-curricular programmes being organized. All efforts are being put into practice to alleviate waste generation; promoting paperless transactions, completely online admission process and adopting DDFS (Digital Document Filing System) for official works are some of the measures adopted. Student assignments are uploaded to LMS in PDF format. For solid waste management coloured coded waste bins are kept at selected areas (Green – Biodegradable waste, Blue – Paper waste, Red – Plastic waste). Two biogas plants established under RUSA funding are instrumental in dealing with

organic wastes; one of them situated near the canteen and the second one in ladies' hostel. Maximal use of public addressable system and social media platforms for disseminating information in the campus are implemented. The plastic wastes are converted to dusters, thereby ensuring recycling of this tedious waste. Liquid wastes, mainly from laboratories are directed to safely build soaking pits, preventing percolation and subsequent mixing with potable water sources. All electronic wastes including worn out and irreparable equipment or parts thereof are written off as per government rules and then send to scrap dealers.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

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	View File
Any other relevant information	View File

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	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

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	A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

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	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

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).

The aim of the college is to provide a socially conducive environment for harmonious growth of each student, living joyfully aware of his/her own specific individuality with an admiration for the differences in others. The College continuously introduces new programmes and courses, innovative curricular changes in tune with the current academic trends. As major portion of the academic year has gone through COVID-19 lockdown and restrictions, most of our efforts and initiatives for inclusiveness and community out-reach have occurred through online platforms. Apart from that students and staff have actively participated in diverse type of activities to stand with local communities.

The Break the chain campaign and sanitizer drive co-ordinated by Chemistry Department & IQAC; Community kitchen services by NCC; Rain water harvest & Blood Donation camp by NCC; conduct of Mega Job Fair by Career guidance cell & placement cell; One day orientation on UGC-NET/JRF by Career Guidance Cell; Woman's Day celebrations; International Yoga Day celebrations; Donation of financial support to Attappady students are some of the major highlights in this direction. In addition, through various clubs and Cells, the college organized Webinar-Discussion on EIA DRAFT-2020, World Rivers Day, NSS day, Webinar-Adverse Effect of Mobile Phone among Adolescents.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

The foundational principles of the Institution resonate with the fundamental rights and duties enshrined in the Constitution of India. Elections to all the bodies of the college like IQAC, Staff Council, PTA, Staff Cooperative Society, Student Union etc are held on the democratic principles envisioned in the Constitution. The syllabi of different programmes offered by the college consisted of courses relevant to the Constitution of India. Admissions to the UG and PG programmes are conducted through a single window system barring different reservation quotas. Regular PTA meetings are held to make the functioning of the college smooth and democratic. During COVID-19 pandemic, students and staff are involved in various preventive measures in collaboration with local body. Moreover the Entire Science Block and Ladies hostel is acting as CFLTC and CSLTC with 1000 beds. In this matter college has been very proactive in sorting out possible remedies from time to time. The college staff and alumni supported more than 25 students with smartphones. The Real-Time PCR COVID-19 testing system available at the Botany Department of SNGS College has been shared with Health and Family Walfare Department, Govt. of Kerala for COVID-19 testing.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://sngscollege.org/wp-content/uploads/SSR/C7/C7.1.9/
Any other relevant information	https://sngscollege.org/wp-content/uploads/SSR/C7/C7.1.9/

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts	A. All of the above

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

File Description	Documents
Code of ethics policy document	View File
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	View File
Any other relevant information	View File

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

The College celebrates /organizes various national and international commemorative days, events and festivals including these:

1. **World environment day, June 5 Friday: NSS volunteers had actively participated in planting of saplings of different trees.**
2. **World plastic carry bag free day observation on July 3rd: Volunteers prepared different placard and they had taken and oath.**
3. **Yoga day June 21: NCC unit conducted yoga day for developing mental and physical health**
4. **August 15, Independence Day: Flag hoisting ceremony followed by campus cleaning.**
5. **Onam celebrations September 5: The College celebrate on a grand scale the traditional harvest festival of Kerala.**
6. **October 2, Gandhi Jayanthi: Arranged a programme for cleaning at Pattambi railway station and college campus**
7. **Children's day: NSS units of our college organized children's day with the collaboration of nearest up school.**
8. **December 1, world AIDS day: As part of world aids day NSS**

volunteers of this college were participated in a public rally to Pattambi.

9. **Christmas celebration: Association meeting where message of world piece and human welfare are conveyed and gifts are exchanged.**

Republic day celebrations: NSS observed republic day with all respect.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

1 - SNGSC ONLINE – LMS

- **To offer a platform for interaction between students and teachers**
- **Support the teaching, evaluation and learning practices through a single platform with more thrust on student-centered learning approach among learners**

The College LMS is a platform that provides a space for pooling available online learning resources, online interaction, evaluation, teaching and learning practices and overall academic management. Support students through LMS that has access even through a mobile app with facilities such as Virtual Classes, presentations, Materials, Examinations, Forum, Databases, Grading, Evaluation, E-content, knowledge repositories, training.

2 - CONVERGENCE OF KNOWLEDGE & ECOSYSTEM - A deep design for the future

- **To execute knowledge exchange programs between academic community and public**
- **To take up eco-friendly activities and leadership programs**

for youth

Includes exchange activities along with society, other academic community, eco-friendly activities, preservation of knowledge and cultural tradition of the locale.

- The Green Campus Mission- maintaining an environmentally friendly campus - Nature Appreciation Centre (Kuttivanam)
- Digitization of more than 400 manuscripts of the college
- Documentation of traditional art forms in the river banks of River Nila is underway.
- Preservation and digitization of palm leaves were initiated
- Malayalam Research Journal Consortium - online peer reviewed journals

File Description	Documents
Best practices in the Institutional website	https://sngscollege.org/lms/
Any other relevant information	https://sngscollege.org/carnival-of-poetry/

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

The college is dedicated to the advancement of learning and ennoblement of life. The activities include:

- CFLTC & CSLTC facility @SB of SNGS College: The College has taken appropriate steps by co-operating with Pattambi Municipality, office of the DMO Palakkad & office of the District Collector, Palakkad towards opening a1000-bedded CFLTC facility.
- Sharing Research Facility: The Real Time RT-PCR system maintained at the Botany Department has been shared with Department of Health & Family Welfare, Government of Kerala for COVID-19
- Sanitizer drive: The expertise from Chemistry Department was used for a massive drive towards preparing and distribution quality sanitizer to nearby areas.
- Fostering Education System of Kerala through LMS training to College teacher, Higher Secondary School teachers, Researchers & Students

- **Mission PSC @ pandemic time:The outcome of the mission is visible in terms of the output the trained students had made during the successive exams.**
- **Augmenting library facilities of nearby area: steps to support nearby libraries by donating books, magazines etc. For Attapadi region, a system was developed to enhance reading and also maintaining books.**
- **Augmenting Online learning devices to deprived ones: the college has taken initiative to raise fund using which, smartphones were delivered to the need ones**

File Description	Documents
Appropriate web in the Institutional website	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.3.2 - Plan of action for the next academic year

Action plan for 2021-22

- **Development of new infrastructure to cater more programme and facilities for the students this includes building of Sanskrit block and Sports complex/indoor stadium.**
- **Betterment of College landscaping including construction of a new College Gate facing the main road to college and beautification of campus with more greenery**
- **Establishment of an Archeological Museum to preserve historical and cultural heritage related to local community and the state**
- **Building Digital archive to digitalize the old manuscripts, journal and books to provide access to these online and a creating a knowledge hub for the local community as well**
- **Construction and renovation to make more differentially abled friendly campus with infrastructure for students and staff.**
- **Establishing the existing SNGS College Learning center as nodal center for knowledge hub to provide faculty development programme (FDP), trainings and workshops for researchers and students, and other academic activities in collaboration with KHSE, MRD-HRDC, etc.**
- **Focus towards outcome-oriented teaching and learning, encouraging research and academic publishing.**