

**SULLAMUSSALAM
SCIENCE COLLEGE**

**THE ANNUAL
QUALITY ASSURANCE REPORT**
[SUBMITTED BY THE IQAC]

2015-16

The Annual Quality Assurance Report (AQAR) of the IQAC

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

Part – A

1. Details of the Institution

1.1. Name of the Institution	:	<i>Sullamussalam Science College, Areacode</i>
Address Line 1	:	<i>Ugrapuram Post.</i>
Address Line 2	:	<i>Areacode</i>
City/Town	:	<i>Malappuram</i>
State	:	<i>Kerala</i>
Pin Code	:	<i>673639</i>
Institution e-mail address	:	<i>mail@sscollege.ac.in</i>
Contact Nos.	:	<i>+91-483-2850700</i>
Name of the Head of the Institution	:	<i>Dr. Muhamed Ilyas. P</i>
Tel. No. with STD Code	:	<i>+91-483-2854544</i>
Mobile	:	<i>9447597400</i>
1.2. Name of the IQAC coordinator	:	<i>C.A. Safeeque</i>
Mobile	:	<i>9847619616</i>
IQAC e-mail address	:	<i>mail@sscollege.ac.in</i>
1.3. NAAC Track ID (For ex. MHCOGN 18879)	:	<i>KLCOGN12462</i>
1.4. Website address	:	<i>www.sscollege.ac.in</i>
1.5. Web-link of the AQAR	:	<i>www.sscollege.ac.in</i>

1.6. Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B+	76.45	2005	20 Sept 2010
2	2 nd Cycle	A	3.01	2014	05May 2019
3	3 rd Cycle				
4	4 th Cycle				

1.7. Date of Establishment of IQAC : 01/10/2005

1.8. AQAR for the year (for example 2010-11) : 2015-16

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

Nil

1.10. Institutional Status

University : State Central Deemed Private

Affiliated College : Yes No

Constituent College : Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(e.g. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.11. Type of Faculty/ Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify) : *NIL*

1.12. Name of the Affiliating University (*for the Colleges*) : *University of Calicut*

1.13. Special status conferred by Central/ State Government
-- UGC/CSIR/DST/DBT/ICMR etc : *No*

Autonomy by State/Central Govt. / University

University with Potential for Excellence : *No*

UGC-CPE : *No*

DST Star Scheme : *No*

UGC-CE : *No*

UGC-Special Assistance Programme : *2 UG Programme (B.Voc)*

DST-FIST : *No*

UGC-Innovative PG programmes : *1 UG Programme in Islamic Finance*

UGC-COP Programmes : *1. Career Oriented Diploma programme in Computer Science (Computer Hardware Maintenance and Networking) funded by UGC
2. Career Oriented Programme in Accounting Practices funded by UGC*

Any other (*Specify*) : *NIL*

2. IQAC Composition and Activities

2.1. No. of Teachers : 7

2.2. No. of Administrative/Technical staff : 2

2.3. No. of students : 2

2.4. No. of Management representatives : 2

2.5. No. of Alumni : 1

2.6. No. of any other stakeholder and
community representatives : 1

2.7. No. of Employers/ Industrialists : 0

2.8. No. of other External Experts : 1

2.9. Total No. of members : 13

2.10. No. of IQAC meetings held : 4

2.11. No. of meetings with various stakeholders: No. Faculty

2.12. Non-Teaching Staff Students Alumni Others

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

If yes, mention the amount

2.14. Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

ii. Themes

2.15. Significant Activities and contributions made by IQAC

1.IQAC recommended to construct two more seminar halls with a seating-capacity 100 as the number of courses and students have been increased during the previous year.

2.IQAC decided to initiate new programmes to identify and nurture the talented group of students and provide them necessary motivation and training to shape their future career and excel in the areas of contemporary knowledge disciplines

3.IQAC decided to initiate new compensatory programmes aiming at imparting additional support to students in curricular areas of weakness.

2.16. Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
1. Recommended for procuring more books to the library 2. Decided to acetify Walk With a Scholar (WWS) programme with financial assistance from Department of Higher Education, Govt. Of	1. Purchased 212 books in this year and the total number reached at 15992. 2. WWS programme was successful in energizing the talented students and about 60 students benefited from the programme during the year. 3. SSP programme was successful in supporting

<p>Kerala, for the benefit of talented students.</p> <p>3. Decided to stimulate Scholar Support Programme, with financial assistance from Department of Higher Education, Govt. Of Kerala, for the benefit of the students in the areas of academic weakness</p> <p>4. Effective implementation of the IEDC (Innovation and Entrepreneurship Development Cell) sanctioned to the college by the Startup Mission, Government of Kerala, for nurturing innovation and entrepreneurship among student community in the field of science and technology</p> <p>5. Decided to celebrate the National Science Day in a befitting manner to bring the attention of the students into the field of Astronomy.</p> <p>6. Expansion of the North-East Academic block by constructing two classrooms in the first floor</p>	<p>weaker students in the areas of Computer Science, English, Math, Statistics and Economics through special tutorials, study materials etc. and about 60 students benefited from the programme during the year.</p> <p>4. Student members of the IEDC have participated as many 10 programmes across the state and won many prizes and awards. They have also setup an Andrinuo lab for developing innovative products under IEDC</p> <p>5. The students and staff of Sullamussalam Science College celebrated the National Science Day with a variety of programmes on 25th February at its campus. Pranav Sharma, Fellow of Royal Astrophysical Society, inaugurated the celebration and delivered a talk on 'Extra-terrestrial Intelligence'. Following the inauguration, a science Colloquium titled 'Science for Gravitational Waves: Indian Connections' was held. Mark Robert Baker, Research Scholar, and Western University, Ontario, Canada delivered a talk on 'Gravitational Waves-An Introduction'.</p> <p>6. The construction of the two classrooms in the first floor of the North-East block has been completed</p>
------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

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

2.17. Whether the AQAR was placed in statutory body Yes

Management Syndicate Any other body

Provide the details of the action taken

Management committee completed the work of two classrooms in the first floor of the North-East academic block.

Part – B

Criterion – I

1. Curricular Aspects

1.1. Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	5	0	3	0
UG	9	0	1	2
PG Diploma				
Advanced Diploma				
Diploma				
Certificate	2	0		2
Others				
Total	16	0	4	4

Interdisciplinary				
Innovative	1	0		0

1.2. (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	14
Trimester	2
Annual	0

1.3. Feedback from stakeholders*

Alumni Parents Employers Students

(On all aspects)

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

**Please provide an analysis of the feedback in the Annexure*

1.4. Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.
Modified the syllabus of B.Voc that was already prepared by the college in the previous year.

1.5. Any new Department/Centre introduced during the year. If yes, give details.

NIL

Criterion – II

2. Teaching, Learning and Evaluation

2.1. Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
27	20	7	-	-

2.2. No. of permanent faculty with Ph.D. : 11

2.3. No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
0	9	-	-	-	-	-	-	0	9

2.4. No. of Guest and Visiting faculty and Temporary faculty

35	2	4
----	---	---

2.5. Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	4	23	6
Presented papers	4	16	3
Resource Persons	1	3	3

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

- One week Orientation/ Bridge course for the first Semesters of all Programmes
- Room Theatre , Peer Teaching and Self Learning for English Dept.
- E-learning using Infilbnet and Smart Classes for Commerce
- Nurture programmes for students by the department of Mathematics
- Smart Lab for Computer Science students for the training and development of new technology based innovations

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

200

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

Online Tests for assignments for some Departments

2.9. No. of faculty members involved in curriculum Restructuring /revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop : 8

2.10. Average percentage of attendance of students 89%

2.11. Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
UG	211	26.6	37	6	8.8	78
PG	61	14	43.4	25.4	13	93.8
Add-On	40	25	20	10	35	90

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

The internal Quality Assurance cell periodically reviews the adequacy of the infrastructure and learning resources , the performance of the academic and administrative staff and student performance, discipline and involvement in co- and extracurricular activities and social and humanitarian projects.

2.13. Major Contributions from IQAC involves

- Three-tier meetings
- Quality enhancement Programmes

2.14. Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	1
UGC – Faculty Improvement Programme	1
HRD programmes	Nil
Orientation programmes	3
Faculty exchange programme	1
Staff training conducted by the university	Nil
Staff training conducted by other institutions	1
Summer / Winter schools, Workshops, etc.	5
Others	Nil

2.15. Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	16	0	0	5
Technical Staff	1	Nil	0	1

Criterion – III

3. Research, Consultancy and Extension

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

Conducted Research oriented programmes-Dr. Haskerali E C, Asst. Professor, Dept. of Malayalam has recognized as a Research Guide in Dept. of Malayalam and Kerala Studies, University of Calicut since 2015.

3.2. Details regarding major projects

	Completed	On-going	Sanctioned	Submitted
Number	0	0	0	0
Outlay in Rs. Lakhs	0	0	0	0

3.3. Details regarding minor projects

	Completed	On-going	Sanctioned	Submitted
Number	0	0	0	1
Outlay in Rs. Lakhs	0	0	0	0

3.4. Details on research publications

	International	National	Others
Peer Review Journals	4		-
Non-Peer Review Journals	-	4	-
e-Journals	-	4	-
Conference proceedings	1	2	-

3.5. Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

3.7. No. of books published i) With ISBN No. Chapters in Edited Books
 ii) Without ISBN No.

3.8. No. of University Departments receiving funds from
 UGC-SAP CAS DST-FIST
 DPE DBT Scheme/funds
 3.9. For colleges
 Autonomy CPE DBT Star Scheme
 INSPIRE CE Any Other (specify)

3.10. Revenue generated through consultancy

3.11. No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	0	1	0	0	6
Sponsoring agencies		KSHEC			Management & PTA

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

3.13. No. of collaborations International National Any other

3.14. No. of linkages created during this year

3.15. Total budget for research for current year in lakhs :

From Funding agency From Management of University/College
 Total

3.16. No. of patents received this year

Type of Patent		Number
National	Applied	0
	Granted	0
International	Applied	0
	Granted	0
Commercialized	Applied	0
	Granted	0

3.17. No. of research awards/ recognitions received by faculty and research fellows of the institute in the year

Total	International	National	State	University	Dist	College
0						

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

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

3.20. No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)
JRF SRF Project Fellows Any other

3.21. No. of students Participated in NSS events:
University level State level
National level International level

3.22. No. of students participated in NCC events:
University level State level
National level International level

3.23. No. of Awards won in NSS:
University level State level
National level International level

3.24. No. of Awards won in NCC:
University level State level
National level International level

3.25. No. of Extension activities organized
University forum College forum
NCC NSS Any other

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

College committed for academic support to neighbouring people for their social awakening.

Criterion – IV

4. Infrastructure and Learning Resources

4.1. Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	3.4680Hr	Nil	-----	3.4680Hr
Class rooms	34	03		37
Laboratories	computer-4 Physics -3	01 computer Lab Media lab -01	UGC	CS-5 Physics-3 Media -01
Seminar Halls	One	One	----	One
No. of important equipment purchased (\geq 1-0 lakh) during the current year.	28		UGC	28
Value of the equipment purchased during the year (Rs. in Lakhs)	7.5			7.5
Others		20	5.5(UGC)	20

4.2. Computerization of administration and library

The campus function and administration are totally computerized .and setup special software for academic purpose

The library functions are fully ICT enabled.

4.3. Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	15445		491	57232	15936	
Reference Books	1478		10	13782	1488	
e-Books	Books- 2580(7904 GB) Videos:22 6(256 GB)		---	-----	----	----
Journals	29		-----			
e-Journals						
Digital Database						
CD & Video	26		-----			
Others (specify)						

4.4. Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centers	Computer Centers	Office	Departments	Others
Existing	170	4	Two connections of NME of BSNL with 5mbps speed each	One	----	10	10	01(Server Room)
Added	13	---	Two	One	-----	00	02	02
Total	83	4	two	one	---	10	12	03

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

Five day workshop for teachers under the Microsoft

4.6. Amount spent on maintenance in lakhs :

i. ICT	1.5
ii. Campus Infrastructure and facilities	-
iii. Equipment	0.29
iv. Others	0.50
Total	2.29

Criterion – V

5. Student Support and Progression

5.1. Contribution of IQAC in enhancing awareness about Student Support Services

- An awareness class is given to the newly admitted students about the student support services of the college like library, Computer Centre, CGC, Physical Fitness Centre etc.
- The librarian conduct awareness classes on the use of library resources for the newly admitted students

5.2. Efforts made by the institution for tracking the progression

- Personal guidance, on both academic and non-academic matters, is made available to the students through mentoring, which is offered in the College at multiple levels. Besides the course teachers, each class has a class tutor and each student has a mentor, whom the students can approach for academic and personal counseling.
- Other methods are:
 - students' counseling
 - students' feedback
 - Self-appraisal
 - Suggestion boxes set up in each department

5.3. (a) Total Number of students

UG	PG	Ph. D.	Others
916	118	-	-

(b) No. of students outside the state

NIL

(c) No. of international students

NIL

Men

No	%
291	28%

Women

No	%
743	72%

Last Year						This Year					
Gen eral	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
10	49	1	780	6	846	28	63	06	930	07	1034

Demand ratio 1:6

Dropout 5%

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

- **The Student Counseling Centre** extends counseling assistance to students with psychological, academic and social concerns.
- The center also conducts workshops for students on counseling and life skills.
- **The Career Guidance Cell(CGC)** provides comprehensive services in the area of training, options regarding higher studies, internships for both undergraduate students and post-graduate students.

No. of students beneficiaries

36

5.5. No. of students qualified these examinations

NET

2

SET/SLET

1

GATE

--

CAT

NIL

IAS/IPS etc

NIL

State PSC

-

UPSC

-

Others

--

5.6. Details of student counseling and career guidance

Conducts career awareness and counseling programme on courses for higher studies timely.

No. of students benefitted

425

5.7. Details of campus placement

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

5.8. Details of gender sensitization programmes

The Centre for Women's Studies has organised various seminars and workshops on Women & Identity, Empowerment of women in Higher Education, Violence against Women- Vulnerabilities and Strategies, Self-defense for Women.

5.9. Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10. Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	-	-
Financial support from government	51	517500
Financial support from other sources	Nil	Nil
Number of students who received International/ National recognitions	Nil	Nil

5.11. Student organized / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12. No. of social initiatives undertaken by the students

5.13. Major grievances of students (if any) redressed:

The college canteen has been expanded and renovated by spending more than seven lakhs rupees. Now it can caters to the needs of all students of the college.

Criterion – VI

6. Governance, Leadership and Management

6.1. State the Vision and Mission of the institution

Vision :

Educating the mind in the pursuit of truth

Mission:

- *Mould the youth into responsible citizens of tomorrow*
- *Help students gain unswerving confidence in themselves and faith in virtuous thought*
- *Help develop a humane outlook and a strong civic sense*
- *Help think clearly and critically and communicate effectively*
- *Help develop an understanding of the unity of all knowledge including the religious.*
- *Help develop a global vision.*
- *Help promote a liberal social outlook and ethical view of progress and evolve an enriched inner life.*

6.2. Does the Institution has a management Information System

Advanced software are used in the library and administrative sections of the college. Mobile apps were added during the year for students and teachers.

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

6.3.1. Curriculum Development

Since the curriculum and the syllabus are designed by the university, the college has no freedom to restructure the curriculum.

6.3.2. Teaching and Learning

- *Set up two department seminar halls for English and Computer Science departments apart from the common seminar hall with LCD projectors and audio systems to support a better learning environment.*
- *ICT tools were effectively used in all departments.*
- *Tutorial hours were restructured to encourage dialogue between students and teachers and among students.*
- *Peer tutoring system is introduced to develop interpersonal professional, and cognitive skills of students to a higher level*
- *Computer Science department started ‘ACM students Chapter’ for inculcating research mentality among students and teachers. The chapter is actively organizing several events among students. The research form at the English department was*

begun with a view as to get teachers as academicians to renew perspectives on knowledge . The forum conducts at least a lecture each month with scholars in the field talking on philosophers and had four talks so far.

- *As part of the new initiatives in education, Sullamussalam Science College has introduced 'Online Courses' for students in various disciplines. Students are encouraged to enrol in at least one course in a year. Majority of the 'Online Courses' are from Swayam (by UGC), MIT, IIT Madras and Coursera.*

6.3.3. Examination and Evaluation

Internal examinations were restructured with a centralized examination and a department level examination in each semester. After each examination department level parents meetings were called and results were analyzed in the presence of parents and proper instructions were given to students and parents.

6.3.4.

IQAC has given instructions to all HODs to include more research level topics for their Seminars, Assignments and Project works to inculcate a research mind among the student community.

6.3.5. Library, ICT and physical infrastructure / instrumentation

- *Digital Library has been expanded with more resources in various subjects. New computer system and a printer are also been added for the benefit of the students and teachers.*
- *212 books have been added during this academic year.*
- *Kerala Start up Mission (KSUM) has sanctioned an 'Innovation and Entrepreneurship Development Cell' (IEDC) to the college on 05-1-2015. The aim of IEDC is to inculcate innovation and entrepreneurship among students, so that they become employers in future. Several programmes have been conducted in the college and students from IEDC participated programmes organized by the Kerala Start up Mission and bagged several prizes. We feel proud that Sullamussalam Science College is the only Arts & Science College in Kerala having this cell. V.K. Muneer, Assistant Professor, department of Computer Science is the coordinator of IEDC.*
- *'Astra', a project to develop the skills in Computing have been merged with IEDC this year.*
- *Smart Lab – To inculcate research and innovations in the field of computing, a smart lab is setup under the Department of Computer Science. Various applications and projects are under way. This could be converted into a commercial technology lab, if we get funding for the expansion. Habeeb. P, Assistant Professor, Department of Vocation programmes, is the coordinator of the lab.*
- *Two new class rooms have been constructed during this period.*

- *The construction of a National level Indoor stadium with the financial aid from UGC is in progress.*

6.3.6. Human Resource Management

A training on basic counseling programme was arranged for the teachers in the college to address the familial and mental issues of students .

6.3.7. Faculty and Staff recruitment

No new permanent appointment made during this period. However guest faculty were appointed to fill the gap of the relieved teacher during this year

One contract faculty was appointed in B.Voc Broadcast journalism

6.3.8. Industry Interaction / Collaboration

- *A MoU between MeshiLogic and MediaOne broadcasting corporation already exists for fulfilling the criteria for B.Voc Software Technology and B.Voc Broadcast Journalism*

6.3.9. Admission of Students

The admission process was completed as per existing University guidelines.

6.4. Welfare schemes for

Teaching	Nil
Non-teaching	Nil
Students	Kanivu-Student Aid Fund

6.5. Total corpus fund generated : 3 Lakh

6.6. Whether annual financial audit has been done Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	-	Yes	IQAC
Administrative	No	-	Yes	Management

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

For UG Programmes Yes No

For PG Programmes Yes No

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

NA

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

NA

6.11. Activities and support from the Alumni Association

- Scholarships were given to economically weak students
- Awareness classes for Final year students were arranged with Alumni members as resource persons.

6.12. Activities and support from the Parent – Teacher Association

- Funded for the expansion of the North-East block for constructing two new classrooms.
- Financed for the setting up of the maintenance of infrastructure facilities.
- Financial aid was given to the student participants in the university level
- Financial aid to modernize the ladies bathroom

6.13. Development programmes for support staff

- A class was arranged for the staff on office management software.
- Like last year, a workshop on spread sheet was arranged for the administrative staff.

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

- Eco-club members comprising of students and teachers are actively participating in all green movement on the campus
- Saplings of fruit-giving trees were planted in the western side of the campus
- Saplings of shade-giving trees were planted throughout the campus

Criterion – VII

7. Innovations and Best Practices

7.1. Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- i) Innovation and Entrepreneurship Development Cell (IEDC) funded and supported by the Kerala Start-up Mission has been setup in the college, for inculcating Entrepreneurship culture and to promote innovations among students. This is the first and only Arts & Science College to have IED Cell.
- ii) *Sargavedi*, a literary club under the department of the Malayalam , circulates Malayalam literary works-novels, stories and plays – for the paraplegia patients of the neighborhood . The books are kept with the users for 10 days and after it they are being given to other members . At present there are seventy five users for this innovative programme.
- iii) *Research Forum*, under the department of English provides a platform to discuss and share new trends in English literature and to promote research works in English Literature.
- iv) ACM (Association for Computing Machinery) students chapter has been started on the campus to inculcate research culture in Computing for interested students especially in the field of Computer Science.

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

- (i) Bridge courses were arranged for the newly admitted students of all the departments.
- (ii) Food stuffs and medicines were provided to the needy people under the auspices of the Santwanam club.
- (iii) Homecare visits were carried out by the pain and palliative care unit volunteers periodically
- (iv) The foundation stone was laid down for a new house to be constructed in this year under ‘ a-house-a-year ‘ scheme

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

- (i) The bridge course for the entrants.
- (ii) The charity works

Details are added as annexure-1

7.4. Contribution to environmental awareness / protection

- (i) Saplings of shade-giving trees were planted throughout the campus
- (ii) An eco-club was formed in the college to create environmental awareness among the students.
- (iii) Eco club organized several programmes such as planting of trees, cultivation of vegetables, awareness programmes for neighbours, special camps and field trips for students as part of the environment protection and awareness initiatives.

7.5. Whether environmental audit was conducted? Yes No

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

Efforts of the college to uplift the rural community are among the strengths of the college. The college has ICT enabled classrooms and a dedicated, academically oriented and research-minded faculty. The faculty inspires students to apply for projects, summer courses, seminars, workshops and regular courses at various nationally and internationally reputed institutions.

The management committee that financially supports the developmental activities of the college strengthens the institutional structure. B.Voc courses in Broadcast Journalism and Software Technology sanctioned by the UGC, will definitely help the college to impart skill based education to the neighboring community. A Skill Development and Resource Centre for Women sponsored by the Kerala State IT Mission helps the college in their effort for the empowerment of women community. The funds for indoor stadium sanctioned recently by the University Grants Commission will no doubt help the students in improving their skill in sports. At the same time the structure can temporarily be used to serve the purpose of an auditorium till a regular one is built.

Though the government has sanctioned two aided programmes M.Com and B.A. Economics in 2014, teaching posts for the same are created so far. Therefore the institution has been compelled to appoint temporary faculty with funding from the Management. This may effect quality, but we overcome these constraints with highly motivated crew of teachers. The fact that the college has no research department is a disadvantage. The college is also lacking in a separate library building and an auditorium.

The institution is situated in a rural area; the students hail from economically and academically challenged environments and therefore a proper academic orientation becomes imperative. The delay in conducting the End Semester Examinations by the University is a major hurdle in planning student support activities.

8. Plans of institution for next year

1. Commencement of new courses at UG level
2. Continuation of B.Voc. progrmmes even after the UGC aid ceases.
3. Expansion of library resources.

4. Introducing Mobile App for Teachers, Parents and Students integrated with the existing College Automation System .
5. Submit proposal to University to convert Computer Science and Mathematics departments into Research Centres.
6. Strengthening Innovation and Entrepreneurship Development Cell (IEDC) and Career Guidance Cell by conducting special programmes and recruitment drives.



C.A.Safeeque



Dr.P.Muhamed Ilyas

Signature of the Coordinator, IQAC

Signature of the Chairperson IQAC

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

ANNEXURE I

The feedback system in the college works in various levels. The IQAC periodically gathers feedback from the stakeholders and acts on it . Regular feedback is taken from the students by the head of the department at the end of every semester and instructions to teachers are given to improve the teaching learning method. Besides this informal feedback from the students is taken by individual teacher. Feedback from the students by the manager is taken regularly and communicated to specific teachers. Feedbacks prove valuable in implementing UGC guidelines.

The class PTA meets twice after the first and second internal exams to evaluate the progress of the students. The tutors brief the parents on students' academic performance in the classes and internal examinations. The PTA executive meets twice every year evaluate curricular and extra-curricular progress and makes pertinent suggestions. Feedback from the parents and the students are elicited on teaching learning .

The Alumni meet every year and provide suggestions on infrastructure developments improving classroom facilities and introduction of new courses through the secretary of the alumni to the principal. All feedbacks from students, parents and the alumni are discussed in IQAC meetings.

ANNEXURE II

PRACTICE-1

1- BRIDGE COURSES AND NURTURE PROGRAMMES TO PREPARE STUDENTS IN A BROADER EDUCATIONAL FRAMEWORK

GOAL

In order to bridge the gap between the school system and the under graduate stream , the newly admitted students are given an orientation course in their respective subjects. This week long course apart from creating a general awareness in the recent advances in the subject also introduces them to the e-learning modes adopted in modern education. The aim is to make them research oriented and imbibe the spirit of lifelong learning

THE CONTENT

Unlike in the higher secondary schools where the students received a broad spectrum of knowledge, a deeper explorative facet of pedagogy has to be adopted in higher education. In order to orient the students in their respective fields of knowledge integrating the conventional methodologies and the restrictive curriculum, a timetable, followed in special format is adopted in a week long session of structured exercises. This is not easy as the curriculum in colleges is too heavy and the expectations are too high. Though in schools the present methodology promotes scientific thinking, there is no scope for that kind of stretched-out learning mode in higher education where very complex concepts need to be grasped within the limited time of the semester. The focus is to induce inquiry based learning attitudes in students.

ACTIVITIES

The five-day orientation programmes organized separately by various departments consists of group learning tutorials, conceptual discussions, group discussions , awareness classes on learning and memory techniques, web-assisted learning , inquiry-based learning etc. Each department has its own specialized programmes based on the nature of the course and the needs of the participants. For instance, in a science course the focus is on experiment and logic whereas in the humanities course the imaginative content is stressed on.

The focus of the physics and mathematics department in a week long course was to promote engaged learning. Topics like scope and excitement of physics and web-assisted learning were discussed with increased student participation. The commerce department organized programmes like meet the entrepreneur and introduction to basics of commerce and industry.A theatre workshop was organized, in the English department, as part of the orientation programme.This programme strengthened the view that theatre is a collaborative activity that can offer unique polyphonic counter education that proves an effective tool against commoditization of knowledge in the era of globalization. The foundation course is further supported by the study materials of high standard provided by each department.

Provide evidence of success such as performance against targets and benchmarks and review results. What do these results indicate?

- The number of our students qualifying competitive examinations to renowned universities has increased in the last few years.
- There is marked improvement in the performance of the students in the end of their examinations in the last two years.

The record of students' answer papers from the first semester internal exam is kept as record to gauge the improvement in students' skills through the years to the second internal in the sixth semester.

PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED

7. As there is no provision for this foundation course in the syllabus, there is extra burden on the teachers
8. The admission process lagged due to change in University schedule so the schedule of the orientation programme also changed many times.
9. Many students changed their course programme even after the orientation programme.
10. Since the college is not an autonomous institution many of such innovative academic programmes are done solely on faculty initiative.
11. For these advanced programmes envisaged by the faculty 100% ICT enabled class rooms are essential. Moreover, there is no government post for network administrator in the college.

2. PALLIATIVE CARE: CARING FOR THE SICK AND OLD

GOAL

We aim at the spiritual, creative and intellectual growth of the young people who are our students, to help them confidently confront the globalized, corporate world.

THE CONTEXT

Students Initiative in Palliative Care (SIP) is a step in that direction. The devotion and commitment instilled in the young through caring for the sick and the elderly help in their intellectual growth too. Knowledge acquired empirically open their intellect to highly specialized textual knowledge says studies on multiple intelligence.

ACTIVITIES

1. The volunteers of SIP of our college are active and work round the clock to support and help those sick and in dire need of financial help. This year, they collected around 4 lakh rupees for the treatment of patients who suffered from cancer, kidney failure and other serious ailments. As they routinely do every year, they organized a day-care programme on 29 November 2015, the first one this year, with ten paraplegic patients .
2. The volunteers actively involve themselves in the activities of the Palliative Care Clinic, Areacode. This year the SIP Care members conducted an orientation Programme and a

training Programme for the first year volunteers to create an awareness among the uninitiated first year students about the need and importance of palliative care initiatives.

3. A two- day exhibition on Palliative care was also organized on 10 and 14 March 2016 which was an eye-opener giving us a better insight into lives marginalized and uncared for.
4. The SIPC volunteers undertake awareness programmes regularly to enlighten and counsel students. As a part of anti-tobacco, anti-drug campaign, the SIPC volunteers in collaboration with NSS , conducted a street play ‘Unarthupaatu’ on 2nd March 2016

Provide evidence of success such as performance against targets and benchmarks and review results. What do these results indicate?

IAPC (Indian Association for Palliative Care-Kerala chapter) HAS IDENTIFIED THE Palliative care group as one of the best in the district as mentioned in their magazine called *Swanthanam* .The number of members of the community who have been supported by our students is increasing every year. The paraplegic patients are earning members of their family now.The consistent and continued monitoring of those patients who had attended and gained training in workshops make these exercises worthwhile.

PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED

- The volunteers have to work within the busy schedule of their academic activities. The university syllabus is too heavy to incorporate such extracurricular activities since the introduction of the credit-based semester system in higher education stream.
- They should be provided with the technology to communicate and connect with the other volunteers.

The unit works on the meager collection taken from the students by the volunteers through cards provided at the beginning of the year.

Sullamussalam Science College Areacode
Internal Quality Assurance Cell



STUDENTS' FEEDBACK
REPORT 2015-2016.

STUDENTS' FEEDBACK 2015-2016.

The Internal Quality Assurance Cell (AQAC) of the Sullamussalam Science College collects students' feedback on curriculum through Total Campus Solution (TCS), a web enabled ERP solution for educational institutions implemented in the college from academic year 2015-16 onwards. Feedback survey takes place every year through TCS from students of all departments of the college. A well designed and structured questionnaire has been used to collect the response of students.

Objectives of the feedback

The objective of the feedback survey is to analyze the relevance and importance of the curriculum, and how far it has attained in satisfying the need of the academic community. The structured questionnaire includes questions related to various aspects of curriculum which are highly relevant to students. The survey includes questions related to the adequacy of learning resources in the college, effectiveness of internal evaluation process, opportunities in participating in seminars, industrial visits and conferences, role of curriculum in stimulating innovative thinking and exploring new ideas and contents and objectives of curriculum design.

About the Survey.

The students' feedback on curriculum is collected through structured questionnaire and quantified and analyzed using five point scales (5-excellent, 4-very good, 3- good, 2-satisfactory, 1-bad). The model of questionnaire, collected data and the findings are given below.



Sullamussalam Science College Areacode Internal Quality Assurance Cell Students' Feedback 2015-16.

Name		Semester	
Enrolment no:		Mail id	
Programme		Contact no	

Please provide your opinion in the following table from Excellent (5), Very good (4), Good (3), Satisfactory (2) and Bad (1).

		Bad	Satisfactory	Good	Very Good	Excellent
1	How the contents and objectives of the syllabi do satisfy your academic needs?					
2	How far the class-room experiences are helpful in acquiring the objectives of the curriculum?					

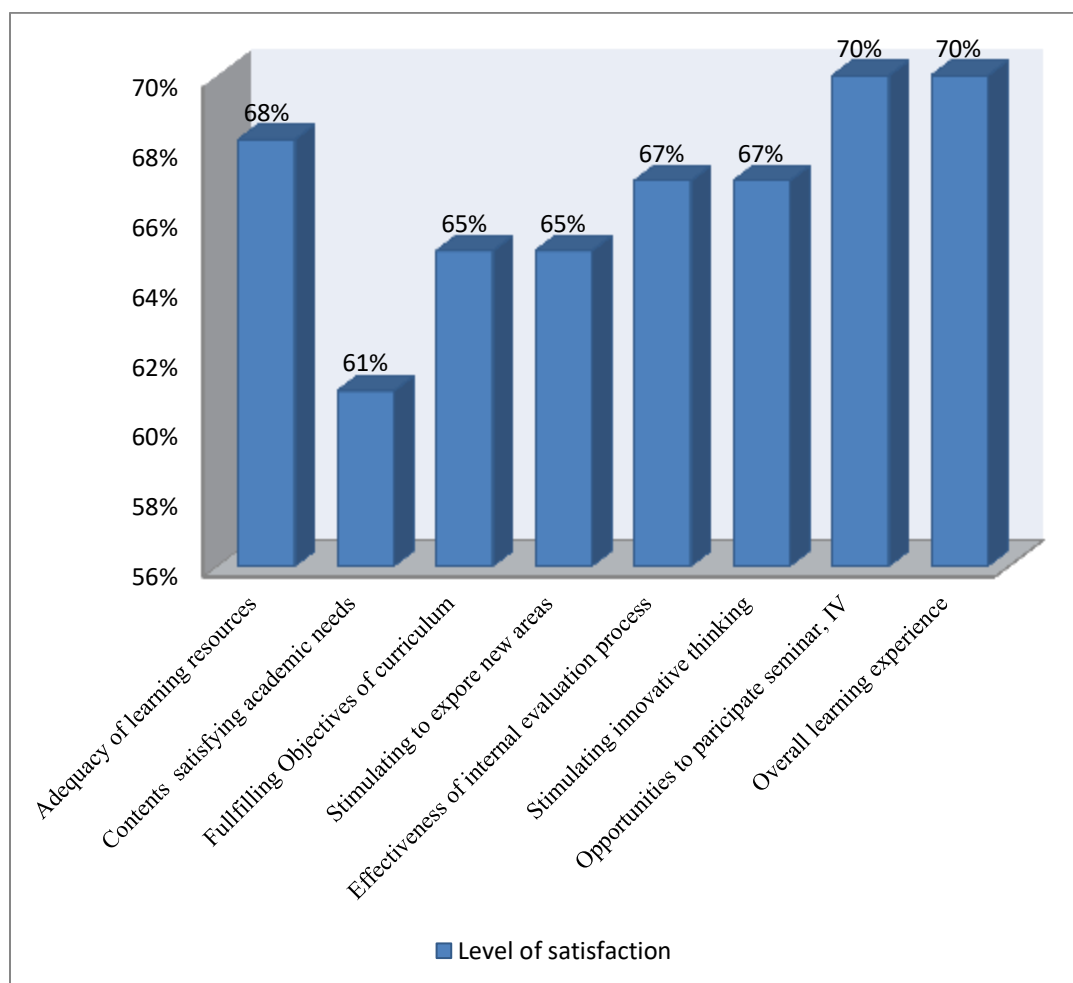
3	How far the class-room experiences stimulate the students to explore new areas in the subject?						
4	How far the Internal Evaluation process is effective in assessing the competencies of the students?						
5	How much the curriculum stimulates innovative thinking on gender issues, environment and sustainability, human values and professional ethics?						
6	Adequacy of the learning resources such as library and laboratory facilities , computers and e-resources						
7	Opportunities to participate in seminars, workshops, conferences , projects and industrial visit						
8	Overall Learning experiences.						
9	Any other comments?						

Table 1 : Analysis of Students' Feedback

SULLAMUSSALAM SCIENCE COLLEGE, AREACODE										
STUDENT'S FEEDBACK ON CURRICULUM 2015-2016										
SI No.	Statement		Bad	Satisfactory	Good	Very good	Excellent	Mean Score	%	N
1	Adequacy of the learning resources such as library and laboratory facilities, computers and e-resources	N	10	28	69	61	35	3.41	68%	203
		%	4.93	13.79	33.99	30.05	17.24			
2	How do the contents and objectives of the syllabi satisfy your academic needs?	N	20	53	57	38	35	3.07	61%	203
		%	9.85	26.11	28.08	18.72	17.24			
3	How far the classroom experiences are helpful in acquiring the objectives of the curriculum?	N	11	42	69	48	33	3.25	65%	203
		%	5.42	20.69	33.99	23.65	16.26			
4	How far the classroom experiences stimulate the students to explore new areas in the subject?	N	12	42	60	60	29	3.26	65%	203
		%	5.91	20.69	29.56	29.56	14.29			
5	How far the Internal Evaluation process is effective in assessing the competencies of the students?	N	13	32	64	57	37	3.36	67%	203
		%	6.40	15.76	31.53	28.08	18.23			
6	How much the curriculum stimulates innovative thinking on gender issues, environment and sustainability, human values and professional ethics?	N	13	37	59	53	41	3.35	67%	203
		%	6.40	18.23	29.06	26.11	20.20			

7	Opportunities to participate in seminars, workshops, conferences, projects and industrial visit	N	9	25	64	69	36	3.48	70%	203
		%	4.43	12.32	31.53	33.99	17.73			
8	Overall Learning experiences.	N	15	24	49	73	42	3.51	70%	203
		%	7.39	11.82	24.14	35.96	20.69			
9	Any other comments									

Diagram 1- Overview of students' feedback.

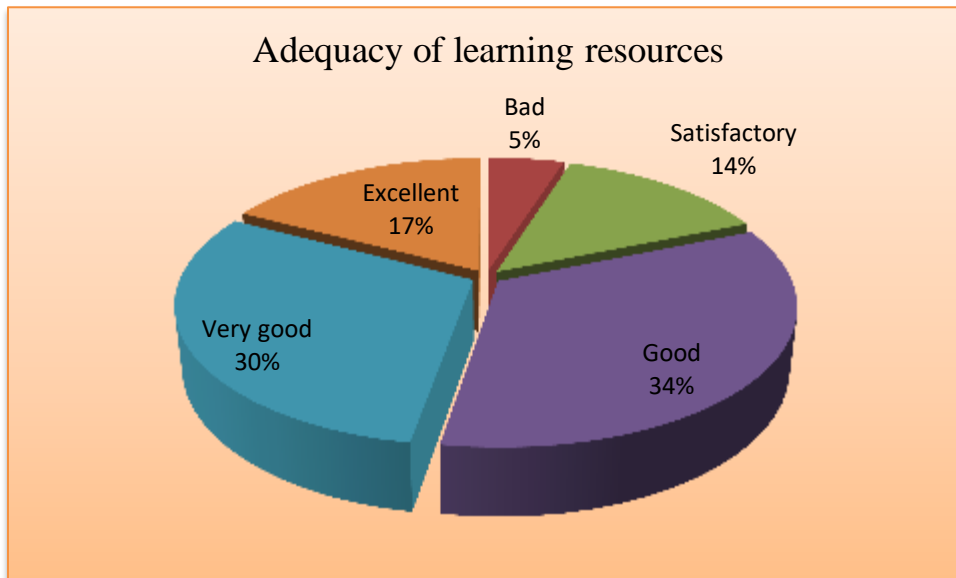


Interpretation:

From the mean score analysis of the collected data, it can be interpreted that the students have varied opinion about the curriculum. The overall opinion on curriculum showed mean score 3.51, opportunities to participate in seminars, conferences and industrial visits showed 3.48, adequacy of learning resources 3.41, stimulating innovative thinking 3.35, and internal evaluation process 3.36 out of 5 in the 5 point LIKERT scale. The mean scores of Contents and objectives of the syllabi (3.05), classroom experiences related to curriculum (3.25), and exploring new areas in curriculum (3.26) were not up to the expectations of the student's community and the IQAC decided to take actions to improve these factors.

1.1- Adequacy of learning resources to implement curriculum.

Students' opinion related to the learning resources in the college such as library and laboratory facilities, computers and e-resources had a mean score of 3.41 in which 17% of the respondents opined the resources were 'excellent', 30% very good, 34% good. Out of the 100%, 5% opined bad and 14% satisfactory.



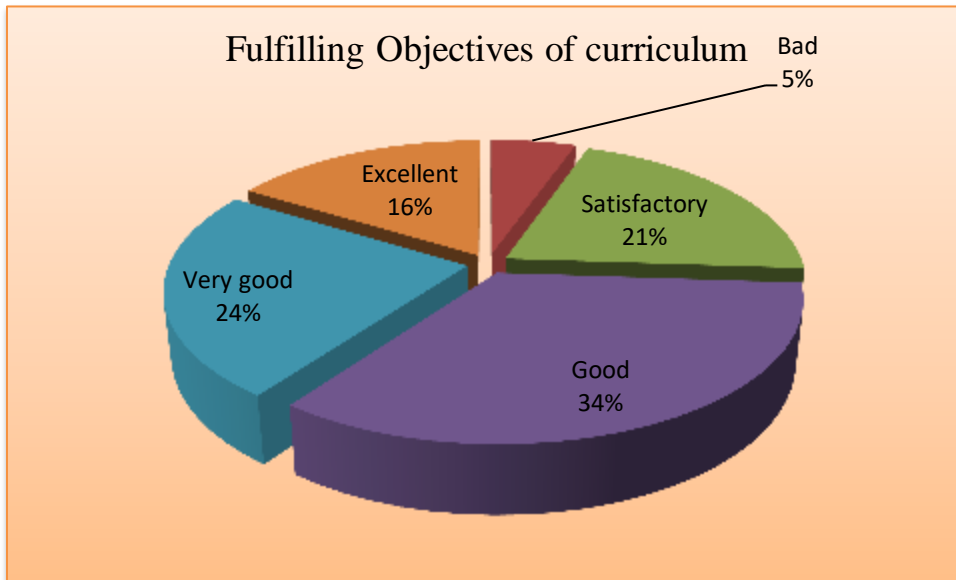
1.2- Level of Curriculum contents satisfying academic needs of students.

The overall students' satisfaction about the content and objective of the curriculum showed a mean value of 3.07 in the 5 point scale, which was the least among all the factors analyzed. 17% of the respondents opined that the content and objective are excellent, other opinions were 19% very good, 28% Good. While other 20% felt it is only satisfactory and 10% considered it as bad. Results are noted by IQAC for improving the student's experience.



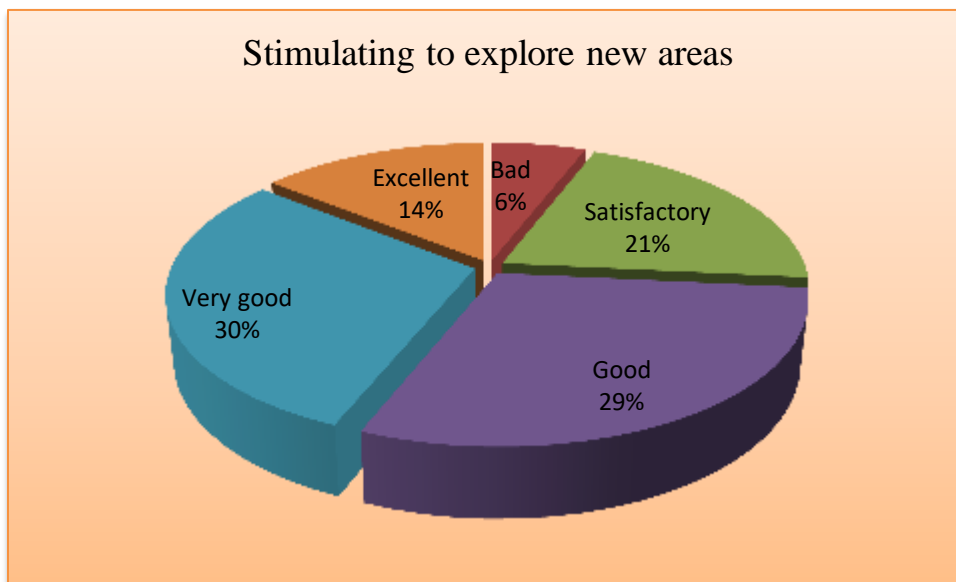
1.3- Classroom experiences fulfilling objectives of Curriculum.

16% of the respondents were having the opinion that classroom experience related to curriculum is excellent. Other 24% viewed it as very good and 34% as good. 21% were having the opinion that the classroom experience is only satisfactory and a 5% marked it bad.



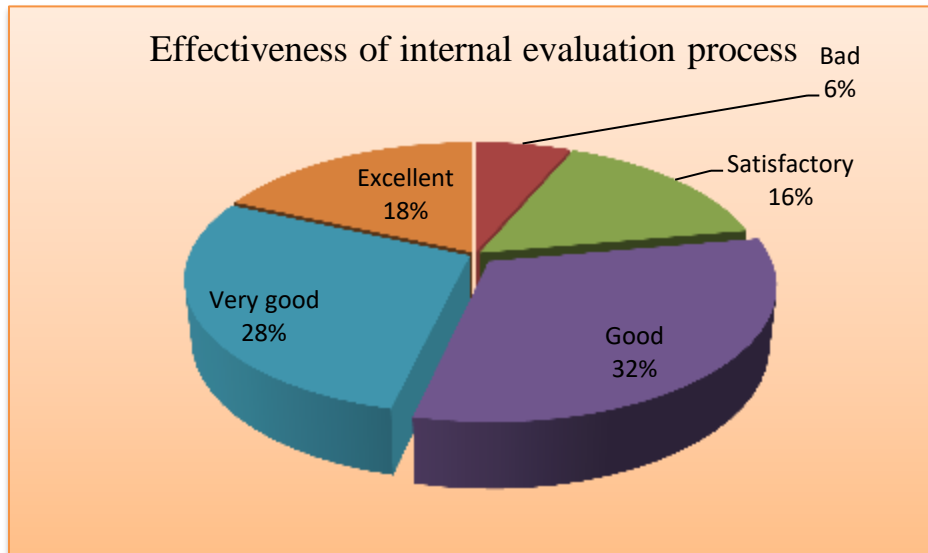
1.4- Class room experience stimulate to explore new areas.

Stimulating to explore new areas and research fields is a main objective of a curriculum. Above average number (65%) of the students viewed that classroom experiences stimulate them to do so. Out of them 14% opined that it is excellent, 30% Very good, and 29% good. Remaining 21% and 6% opted satisfactory and bad respectively as their experience related to exploring new areas.



1.5- Internal evaluation process- a tool to assess student Competencies.

As a tool of evaluating student's competencies, internal evaluation process has a major role in assessing the implementation level of curriculum in the college. 18% of the respondents opined that the current evaluation process is excellent; the other views were 28% viewed it very good, 32% good, 16% satisfactory and 6% bad.



1.6- Role of curriculum in stimulating innovative thinking like environment and sustainability, gender issues, human values etc.

Curriculum in the modern times should address things like environment and sustainability, gender issues, human values, professional ethics etc so that the coming generation can withstand issues arising related to those issues. 20% respondents opined that curriculum address such issues and stimulate innovative thinking 26% viewed it 'very good', and 29% as 'good'.



1.7- Opportunities to participate in seminars, conferences, industrial visits etc.

In addition to the class room experiences, students have their views on outside class room experiences. They gave mean score 3.51 to their outside class room experiences like participating in seminars, conferences and industrial visits. In which 18% had excellent experience, 34% had ‘very good’ experience, 32% had ‘good’ experience, 12% had ‘satisfactory’ and 4% with bad experience.



1.8- Overall learning experience in the college.

Overall learning experience in the college got 3.51 mean score out of 5 which is a 70% margin. 21% of the respondents were opined that their experience was excellent, 36% marked it very good, 24% good, 12% satisfactory and 7% bad.

