



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution

**Sree Ayyappa College,
Eramallikkara**

- Name of the Head of the institution **Prof.(Dr.) K C Prakash**
- Designation **Professor and Principal**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **04792427615**
- Mobile No: **9447484272**
- Registered e-mail **sreeayyappacollege@gmail.com**
- Alternate e-mail **saciqac16@gmail.com**
- Address **SREE AYYAPPA COLLEGE,
ERAMALLIKKARA, CHENGANNUR,
ALAPPUZHA DIST, KERALA 689109**
- City/Town **Chengannur**
- State/UT **Kerala**
- Pin Code **689109**

2.Institutional status

- Affiliated / Constitution Colleges
- Type of Institution **Co-education**
- Location **Rural**

- Financial Status **Grants-in aid**
- Name of the Affiliating University **University of Kerala**
- Name of the IQAC Coordinator **Prof. (Dr.) Suresh S**
- Phone No. **04792427615**
- Alternate phone No. **9447981459**
- Mobile **9447981459**
- IQAC e-mail address **saciqac16@gmail.com,
iqac@sreeayyappacollege.ac.in**
- Alternate e-mail address **principalsace@gmail.com**

3. Website address (Web link of the AQAR (Previous Academic Year)) <https://www.sreeayyappacollege.ac.in/aqar>

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

- if yes, whether it is uploaded in the Institutional website Web link: <https://www.sreeayyappacollege.ac.in/academic-calendar>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.43	2017	22/01/2017	21/01/2022

6. Date of Establishment of IQAC **22/07/2013**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Dr Ganga G	MAJOR PROJECT UNDER KERALA BIOTECHNOLOGY COMMISSION (KBC), KSCSTE	Kerala State Council for Science, Technology and Environment	2020-2021, 3 years	22.154 Lakhs

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 **3**

- 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)

Promoted the hybrid mode of teaching by strengthening online platforms and offline content delivery systems as the Covid-19 pandemic situation was still continuing.

Supported health and wellness initiatives on the campus by organizing programs like the commemoration of International Yoga Day, Talk on Healthy Life through Ayurveda, Awareness Class on the Side Effects of Antibiotics, 12 days Yoga and Meditation- Gratitude Challenge, Campus Cleaning Work, Vaccination Registration Drive, talk on Menstrual Hygiene

Initiated activities for the improvement of academic standards by publishing College Academic and Exam Calendars, Faculty Lesson Plans, Action Plans of Academic Bodies, Students' Progress Reports

Promoted extension and outreach activities on the campus through different wings like Departmental Associations, NSS, Bhoomithrasena, UBA, Vimukthi

Upgraded knowledge management system by automating college library system and signing MoU for library resources and knowledge sharing.

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
Enhance the online teaching and learning techniques	5 FTTH BSNL connections were installed with 200 MBPS to provide Wi-Fi facility for online classes covering the entire campus as the Covid-19 pandemic situation continues. SAC LMS "Campus Genie" software was implemented to maintain LMS platform for all departments
Up gradation of College Library Management System	Integrated Library Management Software(KOHA) was upgraded to as a complete automation system for College Library including new modules like gate entry system, book return and renewal reminders using email facility
Promotion of MoU and Collaborations	Signed an MoU with St Aloysius College, Edathua, Alappuzha(Dt) for library resources and knowledge sharing to promote more effective use of each of their library resources and to provide each of them with enhanced opportunities.
Conduct of international Conferences	Conducted INFOFEST 2021, Virtual International conference on Energy, Environment and Health conducted from 15.12.2021 to 31.12.2021 International Webinar on Microbial Community Structure Physicochemical Properties of Arid Soil in Response to long term Application of Compost and Biochar on 5th Sept, 2021
Stimulation of Academic activities	College Academic Calendar in accordance with University Calendar was published and uploaded in College website.

	Action plans and lesson plans were also prepared and published. For the academic evaluation of students student progress reports were prepared
Promote extension and outreach activities	Various extension activities and outreach programmes were conducted by different wings like Departmental Associations, NSS, Bhoomithrasena, UBI, Vimukthi
Orientation Programme and Bridge Courses for first year students	Orientation Programme and Bridge Courses were conducted for newly admitted students during the academic year 2021-22
Feedback collection and analysis	Feedbacks of students, teachers, alumni and employers were collected, analyzed and appropriate actions were taken
Propagate Faculty Empowerment Strategies	Completed the Screening cum Evaluation process of 4 faculty members for the advancement scheme of faculty with the support of IQAC. ICT training course was conducted for non teaching staff. A workshop was arranged for teaching faculty for extending hands on training for the newly introduced SAC LMS platform. Twelve day gratitude programme and meditation challenge was scheduled for stress relief of the staff under the Covid pandemic situation
Promotion of Women empowerment	College Ladies Hostel infrastructure was improved. An orientation programme was conducted on Sexual Harassment of Women at Workplace (Prevention, Prohibition & Redressal). Women's Day Celebration, Gender Sensitization Campaign, Talk on

	Menstrual Hygiene were also conducted in the Campus
Endorsement of cultural, literary and sports activities of students	Promoted 'Huerayy' the Photography and painting exhibition and binale participation. Our students bagged several prizes in the University Youth Festival. The college has represented in various inter Collegiate championships. Physical Education Department offered an open course on Health and Fitness
Enhance Placement and Career opportunities of students	Conducted 30 Hours Employability Skill Training, 6 webinars with main theme as Higher Study option, Internship and Placement, Indian Constitutions, Logistics and Supply Chain Management. Several students got placement in different companies.
Initiatives for filling the gap between academics and industry required skills	Conducted Skill development courses like Global Financial Markets and Instruments, Employability Skill Training course
To extend financial support for students	Distributed Teachers, PTA and Alumni Scholarships, Merit Scholarships, EGrantz and other Government Scholarships
Promote Environment Awareness and Education	Several programmes were conducted like Talk on "Ecosystem and Pollution, World Environment Day, Webinar On Energy Management, Urja Kiran Project Inauguration, and Energy Literacy Programmes under the coordination of Bhoomithra Sena and Unnath Bharath Abhiyan
Support Health and wellness	Several programmes were

initiatives

organized in the campus like Commemoration of International Yoga Day, Talk on Healthy Life through Ayurveda, Yoga for Wellness, Meditation Programme, Awareness Class on the Side Effects Of Antibiotics, 12 days Yoga and Meditation- Gratitude Challenge, Campus Cleaning Work, Vaccination Registration Drive, Yoga posture competition

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

- Name of the statutory body

Name	Date of meeting(s)
College IQAC	15/02/2023

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	Sree Ayyappa College, Eramallikkara
• Name of the Head of the institution	Prof.(Dr.) K C Prakash
• Designation	Professor and Principal
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13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
College IQAC	15/02/2023
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2021-22	20/01/2023
15. Multidisciplinary / interdisciplinary	
<p>Three Under Graduate programs offered by Sree Ayyappa College follow a multidisciplinary curriculum pattern where the syllabus is designed as two main programs.</p> <ul style="list-style-type: none"> BSc Biochemistry and Industrial Microbiology is a two-main degree program in Biochemistry and Industrial Microbiology. The syllabus also includes a complementary course in Chemistry and two language courses one in English, and one in a regional language (Hindi or Malayalam). The multidisciplinary curriculum allows the students to pursue their post-graduation in different disciplines such as Biochemistry, Biotechnology, Industrial 	

Microbiology, Computational Biology, and Medical Microbiology.

- B.A English and Media Studies is another two main degree program in English and Media Studies. The curriculum includes a course in Basics of Informatics to equip the students to use various ICT tools and to impart the ethics of social media interventions. Here also the multidisciplinary curriculum allows the students to pursue their post-graduation in different disciplines such as English, Mass Communication, Journalism, and Media Studies.
- B.Com Commerce with Computer Applications integrates major subjects in conventional Commerce degree stream and Computer Applications. The multidisciplinary curriculum allows the students to pursue their post-graduation in different disciplines such as Commerce, Business Administration, and Computer Applications. The multidisciplinary approach opens opportunities for placements in various fields of study for the students.

Multidisciplinary approaches are incorporated in the syllabus of BSc Computer Science and BSc Electronics. The BSc Computer Science syllabus includes Electronics courses and BSc Electronics includes Computer Science courses including programming.

All undergraduate programs have an open course during their fifth semester that gives an opportunity for the students to choose a course offered from another discipline as per their choice.

All undergraduate programs have a course in Environmental Studies that engage with a wide range of issues in environmental studies and disaster management and acquire a set of values for environmental protection and conservation. BSc Computer Science syllabus includes a course on Value Education comprising of a wide area of disciplines like NSS, NCC, Disaster Management, and the Constitution of India.

Interdisciplinary courses like Bioinformatics, Artificial Intelligence, and Big Data Analytics are included in the syllabus of MSc Computer Science, the postgraduate program offered by the College.

16.Academic bank of credits (ABC):

The new National Education policy 2020 envisages the Academic Bank of Credits for the benefit of the students' community to facilitate the academic mobility of students. However, to incorporate ABC into our curriculum, the University of Kerala has to amend its Act and Statute. The Government of Kerala has appointed three commissions to study the various reforms to be made in the higher education sector and the committees have submitted their reports. We expect that the University will amend its Act and Statute to incorporate ABC in the UG curriculum and will enable us to implement it soon. Our College has been following the pattern of Choice Based Credit and Semester Systems (CBCSS) for all undergraduate programs as adopted by the university. The University is likely to conduct the workshop/ seminar for the implementation of ABC. The institute appointed a faculty member as College Level Monitoring Committee Convener for the execution of guidelines given by the university.

17.Skill development:

Skill development programs enhance the placement opportunities of the student community by bridging the gap between syllabus oriented teaching and industry oriented applications. The Career Guidance Cell and IQAC, Sree Ayyappa College have collaborated to offer an online certified course titled `Employability Skill Training` program. Department of Commerce conducted a skill development course Global Financial Markets and Instruments. The course introduced analytical techniques and practical tools for economic management and global financial markets. Department of Mathematics conducted an Advance certificate programme on "LATEX - A Document Preparation Software in Mathematics". The aim of introducing LATEX software is to enable students to typeset the project report which is a compulsory requirement for finishing their undergraduate programme successfully.

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

The curriculum is designed in such a way as to use English as an international language, Hindi as the national language, and Malayalam as a state / regional language. The concepts are better understood by the students when the medium of instruction is in their mother tongue. Considering that the majority of students in our college are from socially and economically backward settings, the classroom teaching incorporates both English and regional language (Malayalam) to convey the ideas. To promote Indian Languages we celebrated Hindi day and Malayalam Day.

We promote Indian culture and values through the participation of students in university-level youth festivals. Students celebrate festivals like Onam, Christmas, and Holy on campus to impart religious harmony, cultivate a secular mindset, and get an insight into our cultural heritage.

The college library is equipped with several textbooks for the integration of the Indian Knowledge System to promote cultural awareness and expression and to recognize the knowledge of the rich diversity of India.

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

Outcome-based education (OBE) helps to improve the quality of higher education. In view of this, our university is focusing on curriculum development in accordance with the OBE system. The UG and PG curriculum is designed by the University on OBE mode to include Programme Outcomes(POs), Programme Specific Outcomes(PSOs), and Course Outcomes(COs). The PG program syllabus is designed to include 10 POs, 6 PSOs, and 5 to 10 COs/courses.

The POs, PSOs, and COs of each program are uploaded to the College Website. The POs and PSOs are well explained to the students during the Orientation Programme conducted soon after the admission procedure. The COs along with the syllabus is circulated among the students at the commencement of each course. The seminar topics and assignment questions are framed according to the COs. The lesson plans are also prepared accordingly.

The attainment of the COs is evaluated by the analysis of students' feedback collected at the end of each academic year and corrective measurements are taken accordingly. The attainment of the POs and PSOs is evaluated by the analysis of alumni feedback.

20.Distance education/online education:

As the Covid-19 pandemic situation was extended to the academic year 2021-22, our College adopted a hybrid mode of teaching and learning combining online and offline sessions adhering to the orders issued from time to time by UGC and the Government of Kerala.

To enhance the online teaching facility College introduced a new LMS software 'SAC Campus Genie' to cope with the tremendous requirement while handling online sessions. The software has different modules to manage faculty, student, and parent portals.

Faculty members were provided with different roles like Principal, HoD, Faculty, Faculty Advisor, and ERP Coordinator to manage the required data and documents. Various academic reports based on subject coverage, result analysis, attendance analysis, feedback collection, and analysis, students' mentoring sessions, and remedial classes can be prepared at a single click in this system.

In addition to the SAC LMS platform, Google Classroom and Google Meet in College Gsuit account, Faculty YouTube channels, online examination tools like ClassMarker, social media platforms like Whatsapp, Telegram, and Gmail groups are widely used to implement online sessions effectively. Seminars, workshops, and conferences are also conducted online.

Faculty members and students are continuously encouraged to undergo MOOC courses offered by NPTEL Swayam, Coursera Inc., etc. Our College has registered as the Local Chapter of NPTEL courses.

Furthermore, the Government of Kerala has decided to shift all distance education programs in the state under the umbrella of the newly formed Sree Narayanaguru Open University (SNOU), and henceforth we are unable to offer such programs.

Extended Profile

1.Programme

1.1	256
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	395
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	55
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	126
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	37
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	32
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	20
Total number of Classrooms and Seminar halls	
4.2	19.89688 Lakhs
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	115
Total number of computers on campus for academic purposes	

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 AYYAPPA COLLEGE delivers an effective curriculum as follows:

1. IQAC and CLMC organized, monitored, and evaluated the curriculum implementation through online mode during the pandemic period and afterward offline.
2. CLMC designs Master timetables for all UG and PG programs as per Kerala University norms & is displayed on the notice board & College Website.
3. The lecture plans are recorded systematically.
4. Teachers prepared their lectures according to the syllabus.
5. A library with an automated digital system.
6. We have self-designed certificate courses.
7. Our faculty members participated in the syllabus upgradation & restructuring workshops organized by the University.
8. Proper monitoring and documentation of online/offline classes were conducted.

Various needs of different subjects are regularly used for the effective delivery of the curriculum such as

- a. Chalk and Blackboard method
- b. ICT-enabled teaching-learning method
- c. Use of different software.
- d. Distribution of class notes by teachers
- e. Group discussions, Micro-teaching and seminars by students
- f. Paper presentation by the students.
- g. Instrumentation facility for practical classes
- h. Need-based survey programs, field works, and institutional visits
- i. Project work, dissertations

j. Orientation and bridge courses for first-year students

k. Seminars and special talks by experts

Series examinations, regular assessments in practical classes and viva-voce, are done to keep track of the improvement of the students. Remedial & tutorial classes are also conducted.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.sreeayyappacollege.ac.in/uploads/downloads/Master_TimeTable_2021-22.pdf

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

Students and teachers are guided by the academic calendar prepared by CLMC and IQAC which contains tentative dates of all the activities. The University of Kerala publishes the annual calendar at the beginning of every academic year on its website with broad details of major academic events. The academic calendar of the college, prepared in accordance with the University calendar, is uploaded to the college website. Departments, faculty members, and students can plan their curricular and co-curricular activities accordingly. The guidelines of the University are followed for all exams. Different methods like internal tests, assignments, seminars, model examinations, etc. are conducted according to the academic calendar for the CIE. Time table for the internal evaluation is displayed on the college notice boards. Practical CIE is also carried out. The academic activities execution is monitored by the CLMC and the Principal through the regular meetings of the CLMC.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://www.sreeayyappacollege.ac.in/academic-calendar

1.1.3 - Teachers of the Institution participate in following activities related to curriculum

B. Any 3 of the above

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

7

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
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)

3

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

57

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

57

File Description	Documents
Any additional information	View File
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

The regular courses address the issues mentioned above. Our curriculum helps to inculcate social and human values leading to the holistic development of students. Our various courses cover the following components to impart value education as follows. The curriculum of the Biochemistry & Industrial Microbiology department includes subjects related to Professional Ethics in the third semester viz. Intellectual property rights(IPR) and Food safety in the fourth semester. The college has also organized various personality development programs through NSS.

BA. English and Media studies have a unit on awareness of feminism, postcolonial criticism, gender, and sexuality. The curriculum of the Computer science (B.Sc.) department has a section on value education to understand the impacts of disaster and the features of the constitution of India. B.Sc. Electronics: They have a course in Environmental studies in the first semester

that covers topics such as ecology & Ecosystems, Biodiversity and its Conservation, Social Issues, and the Environment, Human Population and the environment in detail. They also have a section in the second semester addressing the topic of energy-efficient LEDs, and clean power generation through solar photovoltaics. This course has a topic on noise reduction in audio systems and video systems in their curriculum. Our parent university has made Environmental Science a compulsory credit course for all U.G. Second Year students. In the course study, students get introduced to Ecology, Ecosystems, Natural Resource Conservation, etc.

File Description	Documents
Any additional information	View File
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

6

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

171

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
Teachers
Employers
Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

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	View File
URL for feedback report	https://www.sreeayyappacollege.ac.in/uploads/downloads/Feedback_ATR_2021-22.pdf

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 sanctioned seats during the year

274

File Description	Documents
Any additional information	View File
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**

22

File Description	Documents
Any additional information	View File
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 basic details of newly admitted students are collected during the admission of each academic year through a student's data form.

The Orientation and Bridge courses given for the first year students at the start of their course are immensely helpful in identifying the different learning needs of students. Through this courses, students are categorized into two groups of learners. They are advanced learners and slow learners. Different types of grooming sessions are arranged to support them with their different academic needs.

All departments take special attention to conduct awareness sessions for advanced learners regarding the upcoming entrance examinations and higher education opportunities. Advanced learners are also encouraged to attend national and international seminars, workshops etc, and also to participate or present their findings in such seminars so that they get a chance to listen to a few well-known figures from their field of study. While in the case of slow learners, some need special attention. Thus we provide remedial

classes where such students are asked to point out their areas of difficulty. Peer teaching is another effective method for the improvement of the quality of education for academically weaker students. Students identified as advanced learners will also guide the slow learners in each group and all the groups are monitored by the class tutors.

Thus we can track and guide all students in a proper way to get all achievements through our college.

File Description	Documents
Link for additional Information	http://www.sreeayyappacollege.ac.in/students-support
Upload any additional information	View File

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

Number of Students	Number of Teachers
395	37

File Description	Documents
Any additional information	View File

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

Based on the curriculum design of different courses, different departments adopted different strategies to enhance students' learning experiences.

- Using Google Classroom, students submitted assignments that were evaluated by faculty.
- . To improve the problem-solving skills of students, online tests were conducted using different platforms such as ClassMarker. Students could evaluate their own performance by providing statistical data like class average, duration taken by each student, etc.

- Students were allowed to do lab experiments using online compilers. Special sessions were conducted in online mode for Lab Record work verification using Google classrooms and Google meet.
- Student project work helped them to acquire industry experience and standards ..Student projects were presented and evaluated in online mode.
- Class seminars were assigned to students for covering basic topics in the syllabus which extended peer teaching approaches in classes. Students could present their seminar topics using Google slides and personal devices.
- Students were motivated to present papers in webinars and conferences based on their project works and class seminars

As the institution is a local chapter of NPTEL students were able to listen to different faculty members from other institutions.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://www.sreeayyappacollege.ac.in/uploads/downloads/Student_Project_Details_Report_2021-22.pdf

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

The Teaching-learning process was improved by utilizing ICT-enabled tools. To ensure the effective use of ICT tools, the management, institution, and faculty took a variety of steps.

Five FTTH connections are renewed monthly for providing Wifi, and internet facilities in classrooms, labs, office, library and seminar hall. LCD projectors mounted in smart classrooms, PG and UG computer labs, and seminar halls are maintained well and are used for teaching-learning processes.

NPTEL local chapter of the institution helped students and faculty members to strengthen teaching and learning by means of the MOOC courses. Moreover, the G-suit facility provided by the institution helps to store and share data.

Faculty members attended many webinar sessions, and FDP programs on enhancing the usage of ICT tools, and those who have started their own YouTube channels are continuing the classes and video lectures through the channel.

Google classrooms, G-suite account live recorder, ClassMarker, Google Meet, Zoom, Google slides, Google docs, Online compilers for programming, YouTube videos etc are some of the digital tools used by faculty members for the online content delivery. Faculty members used iPads, Webcams and other hardware devices for the online classes.

Academic information such as notes, links for online classes, exam notifications, exam links, and marks obtained by students are shared by each teacher through WhatsApp groups. Thus social media such as WhatsApp takes part in ICT-enabled teaching.

Department meetings, webinars, and student seminars were also conducted in online mode as well as offline mode.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	http://www.sreeayyappacollege.ac.in/ict-tools

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

32

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
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

37

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
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

16

File Description	Documents
Any additional information	View File
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

252

File Description	Documents
Any additional information	View File
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 institution follows a three-tier mechanism to ensure transparency and robustness in terms of frequency and mode of internal assessment

For each academic year, three meetings were constituted - Department Level Monitoring Committee (DLMC), College Level Monitoring Committee (CLMC), and University Level Monitoring Committee (ULMC) respectively. Frequent meetings were conducted by DLMC and CLMC to design the action plan, academic calendar, internal examination timetables, etc as per the guidelines issued by the University of Kerala.

Under the strict monitoring of CLMC, one series test and one model examination were conducted for all batches. The examination timetables were duly signed by the Principal and circulated among class groups and published in the respective departments' notice boards. In addition to that class, tests were conducted by DLMCs. Results were published on department notice boards and Official Whatsapp groups.

Attendance and CA marks were published as per the university guidelines to ensure that there were no grievances for the students.

The examinations were conducted under CCTV surveillance Examination halls and Invigilation duty lists were prepared and circulated before the commencement of examinations. Assignment books and test paper books were distributed to the students at the beginning of each semester

Monthly attendance was published before the 5th of every month. Question papers were printed and distributed in the examination

halls.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.sreeayyappacollege.ac.in/uploads/downloads/college_calender_2021-2022.pdf

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

At the beginning of each semester, faculty members inform the students about the various components of the assessment process during the semester. The College holds a three-tier grievance redressal mechanism via department level, college level and University level, which is mentioned in the college academic calendar. Any grievances relating to the conduct of examinations or valuation of answer scripts may be reported to the concerned teacher and further to the tutor, HOD, and Principal. Students' grievances could also be presented before Department Level Monitoring Committee meetings. If students could not attend the scheduled tests due to genuine reasons, they will be allowed to appear for supplementary examinations. The monthly attendance, consolidated attendance, tests/model/assignment/seminar marks for internal mark evaluation are published on college notice boards and the concerned WhatsApp groups to ensure that students do not have any grievances in CA mark calculation.

The grievances during the conduct of online/offline theory & practical examinations are considered and discussed in consultation with the Principal and if necessary forwarded to the university from the examination section. The college adheres strictly to the guidelines and rules issued by the affiliating university while conducting internal examinations.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.sreeayyappacollege.ac.in/uploads/downloads/PTA_Meeting_2021-22.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The college has comprehensibly stated the Programme Outcomes and Course Outcomes offered by all departments on the institution's website. Faculty members usually discuss the outcomes with the students at the beginning of a course in each semester. These outcomes are also displayed on the college website. The Programme Specific Outcomes are closely connected to the core content of the syllabus of each course. Teaching is based upon these outcomes and necessary initiatives are undertaken to ensure that these outcomes are achieved during the end of each course. The students are always encouraged, guided, and inspired to learn and accomplish the outcomes. Every department plans and coordinates all its activities in light of the program outcomes and course outcomes. Internal examinations, regular class tests, assignments, seminars, projects, viva-voce, student feedback, evaluated surveys, and questionnaires are the learning tools used for assessing the program and course outcomes. The teaching-learning and assessment processes are reviewed by the IQAC by referring to the records of academic results and other achievements maintained by the departments. The feedback obtained from students on the teaching-learning process gives a clear understanding of the attained learning outcomes.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://www.sreeayyappacollege.ac.in/learning-outcomes
Upload COs for all courses (exemplars from Glossary)	View File

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

The institution uses certain measures to evaluate the levels of attainment of Course Outcomes (COs), Programme Outcomes (POs) and Programme Specific Outcomes (PSOs).

Procedures for Assessing the Attainment of Outcomes

- Defining COs, POs and PSOs : Measurement of attainment level of outcomes begins with formally defining the COs, POs and PSOs.

- **Direct Assessment tools (COs):** Direct Assessment tools are used to evaluate the COs. Course Outcomes are measured directly based on the performance of each student in their internal and external evaluation on 20:80 proportion for UG.and 25:75 for PG programmes.
- **Direct Attainment (POs):** Direct Attainment of POs are based on the regular class test, assignments, projects, seminars and surveys given to each student. Compulsory result analysis is done after every semester at the Department level and publish it in the Notice Board.
- **Indirect Attainment (POs & PSOs):** Indirect Attainment of Programme Outcomes and Programme Specific Outcomes are evaluated on the basis of Course exit surveys, Alumni surveys and Employer surveys. These surveys are conducted using detailed questionnaires related to POs and PSOs.
- **Course Exit Surveys** is a feedback taken from the students
- In the Alumni Survey, feedback is collected during Alumni meets, by Email or by phone.

A good proportion of students are placed in reputed IT companies and cleared competitive exams for higher studies.

Overall Attainment (POs & PSOs): The attainment of Overall Programme Outcomes and Programme Specific Outcomes are computed by adding the attainment values of direct and indirect POs and PSOs in the proportion of 80:20 respectively.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.sreeayyappacollege.ac.in/place-ment-cell-of-sac

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**86**

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	View File
Paste link for the annual report	https://www.sreeayyappacollege.ac.in/uploads/downloads/Annual_Report_of_Results_2021-22.pdf

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

https://www.sreeayyappacollege.ac.in/uploads/downloads/SSS_Report_2021-22.pdf

RESEARCH, INNOVATIONS AND EXTENSION**3.1 - Resource Mobilization for Research****3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****22.154 Lakhs**

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

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

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

1

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://kscste.kerala.gov.in/

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

30

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

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

11

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

6

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - 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 college planned and organised various outreach, education, and socially conscious events throughout the academic 2021-2022 to enlighten students. Below, important actions are noted.

NSS Village Level Activities BMC Nature Protection Activities, Women's cell empowerment initiatives. Palliative care programme - for assisting the needy science club activities to foster a scientific temperament in children UBA programme for village-level expansion Energy conservation: Urjakiran anti-drug education initiatives, cybersecurity AMR-ASPIC covid cell covid vaccine drive. The National Service Scheme and UBA carried out numerous internal and village-wide activities during the years 21 and 22. Along with Bhomithra Sena Club and youth leadership camps, key initiatives like Rural Library, Mangrove protection, energy conservation, surveys, rallies, and raising public awareness on energy conservation were also carried out. Through the ongoing work of students and teachers on environmental conservation initiatives, three prizes were awarded this year. Programs offering palliative care won particular praise for the best

services they provided to patients who were confined to beds. In order to reduce the digital divide among pupils, a mobile phone challenge was created. Women's study unity gender sensitization programmes were necessary at the time to educate youth in this area. HIV AWARENESS Programs and Covid vaccine education. Yoga, Women empowerment AZADIKAAMRITH-MAHOTHSAV-related extension activities were also conducted. Department associations and various clubs actively organised many unique events to up bring young minds through cocurricular and extracurricular activities.

File Description	Documents
Paste link for additional information	https://www.sreeayyappacollege.ac.in/extension-activities
Upload any additional information	View File

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

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

6

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

3.3.3 - 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

3.3.3.1 - 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

98

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

4402

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

4

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance,

other universities, industries, corporate houses etc. during the year

3

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

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.

The college has 19 well furnished, spacious class rooms. Post graduate classrooms and the final year UG classrooms are ICT enabled having facilities like internet connection through LAN, smart board, Green Board, LCD projector, White Screen and CCTV cameras for security purposes. All the classrooms in the college are well illuminated with natural and electrical light systems. The classrooms are suitable for traditional chalk and duster teaching as well as ICT enabled modern teaching facilities. Laptops are available which helps in ICT enabled teaching. The college has a licensed G suite account which helps in online teaching and meetings which are to be recorded. Considering specially abled students and their requirements, preferably the classrooms on the ground floor are allotted.

Details of Laboratories

The college has a total of 11 fully functional laboratories. All the laboratories are well equipped and have a sufficient number of instruments to give hands-on experience to all the undergraduate students as well as high quality server computers for M.Sc. Computer Science students for their research purpose. In all computer laboratories, the required softwares is installed. Darkroom facility is made available in the Physics laboratory.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.sreeayyappacollege.ac.in/uploads/downloads/Infrastructure_Physical_facilities.pdf

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

Facilities for Cultural activities

The college has an auditorium which is regularly used for cultural activities like competitions/performances, conducting seminars, workshops, guidance sessions and practices. A permanent platform with audio visual aids, music system, speakers, mikes, podium etc. are present for performance. Total area of the hall is 1350 square feet and the seating capacity is 200.

Gymnasium Facility

Indoor Gymnasium is having all high grade instruments for total body workout such as Abdominal Bench, bar bell, bench press, cable cross over pulley, Dumbbells pairs with different weights, Treadmill, Pull-up, Push up bar.. Analytical instruments like weighing scale, stadiometer, fat, pulse analyser etc. are present.

Outdoor gymnasium has equipment for total body work out such as shoulder rotator equipment, leg press equipment, abdominal workout machine etc.

Equipment needed for Indoor games like chess board, table tennis board, carrom board are available. For outdoor game, open badminton court with 14 * 6 square metre, a batting/bowling coaching area are present. Sports materials like football, cricket, volleyball, badminton rackets etc are present.

Training sessions for yoga are conducted for students and staff members.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.sreeayyappacollege.ac.in/uploads/downloads/Games_Cultural_Activities.pdf

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

10

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

10

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.sreeayyappacollege.ac.in/uploads/downloads/ICT_Enabled_Classroom_Seminar_Hall.pdf
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)

3.60195

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)

Sree Ayyappa College had purchased an Integrated library management software KOHA and DSpace software for digital repository in the year 2021 and since then library functioning is automated. This ILMS is used to manage all library collections like books, journals, magazines etc. Bar code technology is used in the library for issue and return of books. All functions like Issue-Return, Renewal, Reports Generation, Stock Verification, Federated Search for multiple databases, attendance etc are automated. The entry and exit are automated through an in-out management system. In addition, manual registers for entry, exit, issue and return are also maintained as additional records.

KOHA software enables the students to search the catalogue by Author name/Title and also to check the availability of the book. Emails and messages are forwarded to the students automatically for overdue, issue, return or other notifications.

The DSpace software available at college is used to store any type of digital material including documents such as reprints, technical reports, conference papers, books, thesis etc. This software is used for easy access to the materials, both by listing and searching.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://www.sreeayyappacollege.ac.in/uploads/downloads/LibrarySAC.pdf

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)

1.88620

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
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

17

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The College has augmented it's basic IT infrastructure time time by including the computer systems having advanced by increasing memory configurations from 2 GB RAM to 16 GB RAM and operating system from windows 7 to 10 with high level of multitasking, multiprogramming environment. In all, 115 computers are available

in college. They are assembled for various computing needs such as in labs for students, at offices for staff, library, department etc.

Currently in the academic year 2021-2022, the college provides internet with the bandwidth speed of 200 Mbps FTTH facility. At present, a total of six connections were present at the college. Also more modem were also increased and wifi connection with speed upto 150 Mbps was provided at college campus.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.sreeayyappacollege.ac.in/ict-tools

4.3.2 - Number of Computers

115

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

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)

16.29493

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.

Systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports, computers, classrooms etc.

Physical facility and Academic facility

Classrooms

Policies for Maintenance

Regular cleaning and maintenance is carried out so as to provide an effective learning environment to the students. Looking at the volume of work some conservancy work is allotted to support staff. Regular monitoring and repair of electrical and fixtures is done.

Policies for utilisation

Central timetable is designed in such a way that there is maximum utilisation of infrastructure and classrooms.

Policies for Maintenance

Annual maintenance, servicing is done for the high grade instruments. Calibration of instruments are done. Service engineers from manufacturing companies are called for the repairs. Comparative statements are made from quotations taken from different agencies for the purchase/repair.

Policies for Maintenance

Annual maintenance contracts are done for the college website, softwares used in the library. At the library, proper ventilation

is done so as to maintain a dry environment near bookshelves. Furniture is repaired annually as per the requirement.

In the library, books suggested by Faculty members are purchased annually. Special reading facilities and computers are provided for the students to have access to free e-content. Library is kept open during long vacations for the benefit of the students.

Regular upgradation of the computers are done with curriculum demand and technology advancement.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.sreeayyappacollege.ac.in/policy

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

369

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
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

70

File Description	Documents
Upload any additional information	View File
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

A. All of the above

File Description	Documents
Link to institutional website	https://www.sreeayyappacollege.ac.in/uploads/downloads/Capability_Enhancement_Initiatives.pdf
Any additional information	View File
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

44

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

44

File Description	Documents
Any additional information	View File
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	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

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

36

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	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**

70

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
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**

10

File Description	Documents
Upload supporting data for the same	View File
Any additional information	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.**

18

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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)

The College always ensure student representation in various academic, administrative bodies, clubs and forums. The college has a students' union and every year the students elect the members as per the Guidelines provided by University of Kerala. The Students' Union election for the academic year 2021-22 was held on 15-02-2022. The representatives of Student Union are Chairman, Vice Chairman, General Secretary, University Union Council Representative, Lady representative, Magazine editor, Sports Club Secretary, Arts Club Secretary, UG,PG and Department Association representatives. Students also have representation in administrative bodies such as IQAC, CLMC etc. Student representatives of clubs will take a lead role in organizing various club activities. All students' related activities are carried out under the leadership of the College Union, advised and facilitated by the Staff Advisor. College Union facilitates students to engage effectively in co-curricular and extracurricular activities and provides opportunities for training as good citizens. The major events held in the college with active involvement and initiative of the Students are:-

- College Union Inauguration: 7/3/2022,
- International Women's Day Celebration: 8/3/2022,
- Holi Celebration: 18/3/2022,
- Sports Day:24/3/2022,
- Arts Day: 30/3/2022,
- Arts Fest Competitions :16- 22 March 2022,
- College day: 30/3/2022,
- University Youth Festival: 23-27 April 2022
- Job Fair: 27/4/2022 .

File Description	Documents
Paste link for additional information	https://www.sreeayyappacollege.ac.in/uploads/downloads/Student_Representation_2021-22.pdf
Upload any additional information	View File

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

40

File Description	Documents
Report of the event	View File
Upload any additional information	View File
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)	View File

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

The college has an illustrious alumni who are spread over different parts of the globe and the Association is playing a pivotal role in keeping them all connected. The mission of the Alumni Association is to foster strong bonds with the Institute and they operates through the website and face book page which offers an overview of its activities.

They serve as resource persons for seminars, value education classes, career guidance classes, counselling classes and play a key role in grooming students for various competitions and placement. They contribute to the improvement of infrastructural facilities. The association has Instituted scholarships for needy

students. Alumni plays an important role in supporting the students for their placement. The alumni association involve in various extension activities of the college and has always been in the forefront in dispensing its social responsibilities. A new scholarship was sponsored by one of our Alumni during the academic year 2021-2022 for the best outgoing student of Department of Electronics.

Two Alumni executive committee meetings were conducted during the academic year 21-22 on 12/10/2021 in the online mode and 30/05/2022 in offline mode in the college to discuss various matters related to the Alumni association. During this year an amount of rupees 8700/- is received as contribution from Alumni.

File Description	Documents
Paste link for additional information	https://www.sreeayyappacollege.ac.in/alumni-of-sac , https://www.facebook.com/ayyappacollege/
Upload any additional information	View File

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

File Description	Documents
Upload any additional information	View File

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 Governing Body of the College includes the Manager, Members of Travancore Devasom Board and the Principal, who have been actively involved in the administration of the College. The management provides effective leadership by involving all the staff and students in the decision making. The institution promotes the culture of participative management at the following levels:

- Strategic level: The Principal is the Head of the Institution, responsibilities assigned through the Head of the Departments, the faculty members and the non-teaching

staff. The Principal, College Council, and the IQAC are involved in defining policies and procedures, framing guidelines, preparing academic calendars, rules and regulations of the institution.

- **Functional level:** Faculty members are sharing their knowledge among themselves, students and staff members while working for a committee. The faculty bestows quality education within the structure of the mission, vision and objectives of the institution, which is globally applicable and locally relevant.
- **Operational level:** The Principal interacts with the University, external agencies, faculty members and maintain interactions with the concerned departments of affiliating University through the College Level Monitoring Committee (CLMC). Students and office staffs have joined the hands with the Principal and faculty for the execution of different academic, administrative, extension related, co- and extracurricular activities. Students representation is ensured in major statutory and administrative bodies.

File Description	Documents
Paste link for additional information	https://www.sreeayyappacollege.ac.in/vision-mission
Upload any additional information	View File

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

The Institution has a mechanism of providing operational autonomy to various functionaries in order to ensure a decentralized governance system.

1. **Principal Level:** Principal is the administrative and academic Head and Chairperson of the IQAC. The Principal in consultation with the College Council, nominates different committees for planning and implementation of different academic, student administration and related policies.

2. **Faculty level:** Faculty members are given representation in various committees/cells nominated by the College Council, in the Governing body, IQAC and other committees. Every year, the composition of different committees is revised to ensure a uniform exposure of duties for academic and professional development of faculty members. Following are the different sub-committees which have been nominated by College Council (2021-22):

Admission Committee Examination Committee CLMC Planning Board Anti Ragging Cell Career Guidance and Placement cell Purchase and Technical Committee Red Ribbon Women's Study Unit Science Club Staff Club Grievance & Redressal Cell WWS & SSP

NSS

3. Student level: Chairman of the students' Union is a member of governing council. Students are encouraged to play active role in different activities. Members of students' Union holding different roles further reinforces decentralization. Non-teaching staff level: Non-teaching staff are represented in the governing council and the IQAC. Suggestions of non-teaching staff are considered while framing policies or taking important decisions.

The functioning of these levels and the corresponding reports are included in the college website.

File Description	Documents
Paste link for additional information	https://www.sreeayyappacollege.ac.in/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The unexpected outbreak of COVID 19 pandemic in March 2020, caused a drastic change in the traditional teaching-learning process. When the academic year of 2021-22 had started, from the month of June to October, we had followed the online mode of teaching. After that, when the pandemic is getting gradually decreased, we have shifted to hybrid mode and then later to normal offline. Both the teaching and student community were felt difficult to find ways in sustaining the academic routine through online mode. The pandemic situation fuelled our initiative towards a blended teaching-learning process. Our faculty used variant modes of online teaching such as Google Classroom, G-meet, and YouTube channel. During the first half of 2021, we had faced an issue on the lack of proper Learning Management System in our institution but in the month of December, this problem was addressed with the implementation of LMS software named 'Campus Genie'. This platform improved productivity and empowered faculty to manage admission registration, attendance, lesson plan, exams, and other academic related activities. Organised webinars and workshops at national

and international level for students , teaching and non teaching staffs and also promoted high quality publications and also in improving Institution-industry collaboration and signed MoU for Library Resources and Knowledge sharing with other institution.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://drive.google.com/drive/folders/10umhDlfRcLZ26jQsbZfFvOed_oq2Y2PK?usp=sharing
Upload any additional information	View File

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

- The College has a well-functioning structure managed by the Travancore Devaswom Board . The Secretary of the Travancore Devaswom Board is the Manager of the Institution. The highest authority in the organogram is the Manager of the Institution.
- Principal is the executive head of the Institution with the responsibility of managing the day-to-day affairs of the College. He implements the directives of the Governing Body in accordance with the norms stipulated by the Government and University of Kerala.
- The College council takes appropriate measures for the implementation of strategic plans and administrative affairs of the college.
- The IQAC coordinator in consultation with the IQAC makes policies with a broad vision via regular meetings and discussions .These policies are then implemented by different Departments, Academic Committees, Clubs and Auxiliary bodies in the College.
- The office administration is led by the Head Accountant. He manages the Office Staff and other supporting staff. Vacancies are reported to the DCE, Government of Kerala and concurrence is availed. The direct recruitment to the posts of Assistant Professor is on the basis of merit as per the UGC regulations and University statutes.
- Promotion is given to Teachers based on the UGC regulations regarding Career Advancement Scheme (CAS) and Performance

Based Appraisal System (PBAS).

- All the employees follow Kerala University Statutes and Kerala Service Rules of the Government.

File Description	Documents
Paste link for additional information	https://www.sreeayyappacollege.ac.in/uploads/downloads/college_calender_2021-2022.pdf
Link to Organogram of the Institution webpage	https://www.sreeayyappacollege.ac.in/management
Upload any additional information	View File

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	View File
Screen shots of user interfaces	View File
Any additional information	View File
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

- Provident Fund, Medi Claim, Pension Scheme, GIS, SLI, Medical Reimbursement, Medisep, Maternity leave and Paternity leave are implemented in our college as per government rules.
- Free WiFi is given to all the Departments and office for the smooth working of the e-administration and educational purposes'-suite institutional email IDs are given to all teaching staff and Departments.
- The College has adequate washing places and washrooms for

all students and staff.

- Women's restroom with a first-aid facility.
- The Staff Club arranges retirement functions for the retiring staff yearly. Such functions help in creating great camaraderie among the members.
- Staff Club members gather often for various events and celebrations with much enthusiasm that help in building a good rapport among them.
- The college administration ensures that adequate wages are given to guest faculty on an advance payment basis.
- Adequate wages on a daily basis are given to cleaning staff and security staff.
- The College NSS units have generously donated enough sanitizers, gloves and other amenities essential for ensuring Covid safety.
- Covid Cell functions on the campus to curb the spread of the covid-19 epidemic by maintaining social distance among students and monitoring the use of masks and sanitizers.
- All Departments, Classrooms, seminar halls and laboratories are provided with proper ventilation.
- The Management has provided College Bus to ensure transportation facility for Teaching and Non teaching staffs.

File Description	Documents
Paste link for additional information	https://www.sreeayyappacollege.ac.in/covid-19-cell
Upload any additional information	View File

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

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

3

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

9

File Description	Documents
IQAC report summary	View File
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

When a promotion falls due for a teacher, a Performance Appraisal by the teacher in a standardized proforma is submitted to the Principal. These Self - Appraisal reports are then submitted to the IQAC and are verified by the IQAC. The IQAC, through the Principal then requests the University to constitute a Screening Committee. The Committee comprises two subject experts nominated by the University, the HOD and the Principal. Based on the evaluation of his/her PBAS proforma, the reports of the screening committee along with recommendation of the Manager are submitted to the University for approval of promotion. During the academic year 3 teachers were given promotion as per the above criteria from stage II Stage II (Academic level 11-12).

The promotion of the Non-Teaching staffs are done by the Government after the due recommendation from the Manager.

File Description	Documents
Paste link for additional information	https://www.sreeayyappacollege.ac.in/uploads/downloads/sceerning_committe_21-22.pdf
Upload any additional information	View File

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

The annual financial statement which includes all the receipts and expenditures is prepared at the end of every financial year. It is then sent to the Accountant General and to the authorities in the Department of Collegiate Education for the final auditing. After the completion of the specified period of any UGC or Government sponsored scheme, all the files relating to the period are submitted to the External Auditor, who is a qualified Chartered Accountant for verification and auditing of accounts. If any omissions or errors are reported by the Chartered accountant they are corrected in accordance with his direction and the final reports and certificates are issued by him. There are periodical visits from the audit section of the Department of Collegiate Education to the college that inspects all the files relating to the rules and regulations, financial matters of all schemes that the college has availed of and all the receipts and payments in the college.

Academic and Administrative Audit (AAA), endures as an essential element for maintaining the standard of excellence in Higher Education. Both Internal and external, Academic and Administrative Audit (AAA) of all academic departments and college library was conducted for the Academic Year 2021-2022 under the coordination of College IQAC.

File Description	Documents
Paste link for additional information	https://www.sreeayyappacollege.ac.in/uploads/downloads/Academic and Administrative Audit 2021-22.pdf
Upload any additional information	View File

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)

2 Lakhs

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
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

The college receives funds mainly from the State government for NSS, PTA, alumni, management etc. The planning board of the college has the responsibility for assessing, planning, implementing and supervising the fundraising activities of the college. The purchase committee allocates funds to various departments for developmental activities, for academic resources such as books and journals and for infrastructure development which includes labs, equipment purchasing etc. The amount for each department is distributed on the basis of the proposals received from each department. The funds received from the state government are used for the activities of various clubs of the college. The Management/ PTA/ Alumni funds and other contributions are utilized to meet the developmental needs, for giving salaries to guest faculty, to give scholarships for needy students etc. For optimum utilization of the available resources, the stakeholders are informed about the sanctioned budget and are directed to keep a record of all the financial transactions. On behalf of the principal, the Head Accountant maintains the accounts of all these financial transactions.

File Description	Documents
Paste link for additional information	https://www.sreeayyappacollege.ac.in/Policy
Upload any additional information	View File

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

IQAC has been phenomenal in promoting quality culture in all

academic and administrative activities of the college. It always envisages strategies to enhance the quality of education provided to equip for the global competency. Implementation of Learning Management System: Major thrust was on the digitalization of teaching learning process as it is the need of the hour due to the pandemic situation and is required for the fastest growing and transforming field of higher education. The IQAC has initiated steps to make the teaching-learning process oriented with an appropriate various delivery platforms and Learning Management Systems. IQAC initiated the implementation of Software named Campus Genie to improved productivity and empowered faculty to manage admission registration, attendance of students, lesson plan, exams and other related activities. Proper WIFI facilities and digitalisation of library has enabled the faculties to go online to meet students during pandemic. IQAC organised various workshops/webinars for students, teaching and non-teaching staffs. Both Internal and external, Academic and Administrative Audit (AAA) of all academic departments and college library was conducted for the Academic Year 2021-2022 under the coordination of College IQAC. IQAC identifies different online programmes conducted by various universities and communicated them with the faculty members. During the academic year 3 teachers were given promotion as per the above criteria from stage II Stage II (Academic level 11-12).

File Description	Documents
Paste link for additional information	https://www.sreeayyappacollege.ac.in/uploads/downloads/Academic_and_Administrative_Audit_2021-22.pdf
Upload any additional information	View File

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 Internal Review:** The Principal collects the reports of departments on online classes conducted that facilitate departments to evaluate the teaching learning processes. The review has enabled departments to uplift the quality of education provided. It has inspired the faculty members to make continuous improvement of teaching and learning as

their priority.

- The evaluation system - The IQAC conducts meetings with department heads and tutors and (if necessary) with individual teachers to discuss and frame adequate methods to improve the system.

File Description	Documents
Paste link for additional information	https://www.sreeayyappacollege.ac.in/uploads/downloads/IQAC Mintues ATR 2021-22.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.sreeayyappacollege.ac.in/uploads/downloads/College Annual Report 2021-22 .pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
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

Sree Ayyappa College aims at creating a safe and friendly environment for students of all genders. The institution believes

that creating an inclusive environment inculcates values of 'inclusivity, equality and diversity'. The institution ensures that all students are treated equally, regardless of gender. Our College ensures gender equality and safeguards the rights of students. We promote the leadership of women in curricular, extra-curricular, and union activities. Gender sensitization programs are provided to make students aware of gender-related issues.

The institution provides admission for transgender students as per the guidelines of the University of Kerala. To promote gender equity, the institution has no strict impositions on the dress code for students. The institution encourages a mixed seating arrangement inside the classrooms. The number of female students and faculties is greater than the ratio of male students, thereby promoting more women.

As per Government of Kerala Order No. 973/2021/HEdn dated 29-07-2021, a Gender Justice Forum has been constituted with a senior woman faculty as its chairperson and selected teaching staff, non-teaching staff and students as its members. The forum gives awareness on gender equality, awareness against dowry and domestic abuse. The annual gender sensitization action plan is updated every academic year in the college website. An Internal Complaints Committee has been formed to receive complaints regarding sexual harassment.

File Description	Documents
Annual gender sensitization action plan	https://www.sreeayyappacollege.ac.in/gender-justice-forumgjf
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://www.sreeayyappacollege.ac.in/uploads/downloads/Gender_Sensitization.pdf

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

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	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 college follows a sustainable approach inside the campus and towards the environment. The institution demands the students and faculty to ensure that they bear the responsibility of reducing waste and following an eco-friendly approach.

The solid waste generated on the campus includes paper, plastic, metals, glass, and food waste. The college has designated a supervisor to ensure that these solid wastes are collected and disposed of properly. A separate bin is kept for collecting food waste. Solid waste, including plastic and glass, is collected in a large bin outside the college premises, installed by the Panchayat. Efforts are being made to reduce paper use by digitalizing communication systems.

The Microbiology lab produces biowastes which are properly disposed off. The Autoclave machine installed in the lab kills harmful micro organisms. The lab properly follows the policy of disinfecting the lab and decontaminating harmful microorganisms. A hot air oven installed in the lab provides sterilization for utensils/glassware to ensure proper sanitation inside the laboratory.

E-waste is safely stored and sold to vendors at regular intervals. Electrical equipment that can be reused and recycled is put to optimal use. Desktop computers, UPS or any such devices used for a long time are exchanged for procuring new equipment.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	https://www.sreeayyappacollege.ac.in/uploads/downloads/Waste_Management.pdf
Any other relevant information	No File Uploaded

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 **B. Any 3 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: 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 with trees and plants

File Description	Documents
Geo tagged photos / videos of the facilities	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 B. Any 3 of the above

**following 1.Green audit 2. Energy audit
3.Environment audit 4.Clean and green
campus recognitions/awards 5. Beyond the
campus environmental promotional activities**

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

C. Any 2 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	No File Uploaded
Any other relevant information	No File Uploaded

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).

Sree Ayyappa College is an institution where students from

different places, religions, and state meet. The college has a zero-tolerance policy towards discrimination based on gender, region, and language. The institution shows no bias in giving admission to students based on their social background or any other reason for that matter. SAC follows all the norms the university prescribes to admit students from all categories to UG and PG programmes.

The campus provides a positive, vibrant environment for the students to interact freely with each other, sharing their ideas and thereby developing a positive attitude towards life. Through these interactions, they learn how to be kind and compassionate to other people and develop inclusive approaches to other students. By adopting inclusive teaching methods, teachers help students of different calibres in learning to achieve and perform at their level best. Students are encouraged to learn at their own pace and to ensure that all students are provided with the opportunity to learn, the campus offers mentorship programmes and remedial classes. The institution also considers the welfare of society. Under palliative care, medicines and other suppliances to the health centres will be distributed to the needy. The college has provided a wheelchair for a disabled person.

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	No File Uploaded

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

The college not only promotes the learning of students by focusing only on the academics but also ensures that each and every student is guided and molded into responsible citizens. Students are made aware about their rights and duties they have to follow as a citizen of India. The Preamble of the Indian Constitution is displayed in the institution. Students take the National Pledge inside the classes. The institution takes great effort to ensure the participation of students in celebrating National days like Independence Day and Republic Day. Celebrating Independence Day, Republic Day, Constitutional Day and Gandhi Jayanthi instils a sense of nationalism and pride in students. NSS and various other clubs make constant efforts to organize various extension

activities to instill qualities like unity and integrity, as well as values of empathy, compassion. The college also took part in Azadi Ka Amrit Mahotsav, an initiative by the Gov. of India to celebrate the 75 years of glorious India, by conducting various programmes under the title. Every day in the college ends with students and faculties of the college paying respect to our nation by singing National Anthem.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

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

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	No File Uploaded

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

The institution gives great importance in celebrating national and international days every year. Every year the college celebrates

festivals like Onam, Christmas and Holi, thereby, bringing every one together, upholding communal harmony.

Sree Ayyappa College observes Women's Day, World Mental Day, International Day against Drug Abuse, Cancer Day, Aids Day, Human Rights Day, national Energy Conservation Day, Constitutional Day, and Azadi ka Amrit Mahotsav.

SAC also celebrates World Environment Day, World Wildlife Day, World Wetland Day and Ozone Day in order to create awareness on the need to conserve natural resources.

The main aim behind celebrating these days is

- to make students appreciate the rights of marginalized people.
- to make them aware and conscious about their own body and mental health.
- to make students to understand and appreciate the history of India, the values that India upholds.
- to make students aware about the need to protect the environment and why there is a need to conserve them.
- to promote sustainable living and symbiotic relationship.
- to conserve energy resources.

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	No File Uploaded

7.2 - Best Practices

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

Best Practice 1: Conservation of Energy through Urja Kiran

The main objective was to create awareness among the general public as well as our students and to equip them for efficient management of all forms of energy, to promote energy efficiency and energy conservation, and to develop new sources of energy as well as novel energy technologies with a view to increasing the production and facilitating the use of energy on a sustainable basis.

The college implemented programs to raise this energy conservation awareness, focussing on enhancing environmental awareness and fostering critical thinking and problem-solving approaches among participants with the sole intention to encourage an approach that takes some of these basic ideas into their daily lives and to adapt them to suit their local needs at their homes, neighborhood, as well as the college campus.

Best Practice 2: "Sri Chithira Thirunaal Grameena Grandhasala" - The Rural Library

The main objective was to create awareness among the general public as well as our college students and to inculcate reading habits, which is waning with the internet boom which brings knowledge to the fingertips at the press of a button, which has done away with the habit of reading, even among the elderly and the middle-aged in the present context of waning inter-relationships among people where neighbors do not know one another but constantly communicate over FB with friends in foreign lands.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

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

Sree Ayyappa College, situated in the rural hamlet called

Eramallikkara, has always strived to achieve its highest potential not only in the area of academics but also exerts its influence on the socioeconomic life of its surrounding area. The existence of this college in a rural area has an altogether different take when comparing it with colleges in the cities. The college not only strives to mould morally responsible students having social duties towards the society but also ensures equitable regional development.

With limited resources in possession, the institution endeavors to uplift the surrounding area through various activities. The main focus of the college lies in environmental consciousness, energy conservation, and health. SAC ensures regional development and personal growth by creating an amiable environment through education.

The college has established Sree Chithira Thirinal Grameena Grandhsala, a rural library for widening the knowledge of the villagers thereby ensuring the personal growth. Under Bhoomithra Sena Club, the college has organised Energy conservation and awareness program, and a workshop for women from Kudumbasree units in association with Energy management centre Kerala. SAC has also contributed in preserving and conserving nature by organizing mime and awareness campaigns for water preservation at Periyar Tiger Reserve. A soft copy of Healthy Recipes Handbook was circulated to students and local people to create awareness on indigenous home-cooked food.

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 AYYAPPA COLLEGE delivers an effective curriculum as follows:

1. IQAC and CLMC organized, monitored, and evaluated the curriculum implementation through online mode during the pandemic period and afterward offline.
2. CLMC designs Master timetables for all UG and PG programs as per Kerala University norms & is displayed on the notice board & College Website.
3. The lecture plans are recorded systematically.
4. Teachers prepared their lectures according to the syllabus.
5. A library with an automated digital system.
6. We have self-designed certificate courses.
7. Our faculty members participated in the syllabus upgradation & restructuring workshops organized by the University.
8. Proper monitoring and documentation of online/offline classes were conducted.

Various needs of different subjects are regularly used for the effective delivery of the curriculum such as

- a. Chalk and Blackboard method
- b. ICT-enabled teaching-learning method
- c. Use of different software.
- d. Distribution of class notes by teachers
- e. Group discussions, Micro-teaching and seminars by students
- f. Paper presentation by the students.
- g. Instrumentation facility for practical classes
- h. Need-based survey programs, field works, and institutional

visits

i. Project work, dissertations

j. Orientation and bridge courses for first-year students

k. Seminars and special talks by experts

Series examinations, regular assessments in practical classes and viva-voce, are done to keep track of the improvement of the students. Remedial & tutorial classes are also conducted.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.sreeayyappacollege.ac.in/uploads/downloads/Master_TimeTable_2021-22.pdf

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

Students and teachers are guided by the academic calendar prepared by CLMC and IQAC which contains tentative dates of all the activities. The University of Kerala publishes the annual calendar at the beginning of every academic year on its website with broad details of major academic events. The academic calendar of the college, prepared in accordance with the University calendar, is uploaded to the college website. Departments, faculty members, and students can plan their curricular and co-curricular activities accordingly. The guidelines of the University are followed for all exams. Different methods like internal tests, assignments, seminars, model examinations, etc. are conducted according to the academic calendar for the CIE. Time table for the internal evaluation is displayed on the college notice boards. Practical CIE is also carried out. The academic activities execution is monitored by the CLMC and the Principal through the regular meetings of the CLMC.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://www.sreeayyappacollege.ac.in/academic-calendar

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

B. Any 3 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

7

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
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)**

3

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

57

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

57

File Description	Documents
Any additional information	View File
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**

The regular courses address the issues mentioned above. Our curriculum helps to inculcate social and human values leading to the holistic development of students. Our various courses cover the following components to impart value education as follows. The curriculum of the Biochemistry & Industrial Microbiology department includes subjects related to Professional Ethics in the third semester viz. Intellectual property rights(IPR) and Food safety in the fourth semester. The college has also organized various personality development programs through NSS.

BA. English and Media studies have a unit on awareness of feminism, postcolonial criticism, gender, and sexuality. The curriculum of the Computer science (B.Sc.) department has a section on value education to understand the impacts of disaster and the features of the constitution of India. B.Sc. Electronics: They have a course in Environmental studies in the first semester that covers topics such as ecology & Ecosystems, Biodiversity and its Conservation, Social Issues, and the Environment, Human Population and the environment in detail. They also have a section in the second semester addressing the topic of energy-efficient LEDs, and clean power generation through solar photovoltaics. This course has a topic on noise reduction in audio systems and video systems in their curriculum. Our parent university has made Environmental Science a compulsory credit course for all U.G. Second Year students. In the course study, students get introduced to Ecology, Ecosystems, Natural Resource Conservation, etc.

File Description	Documents
Any additional information	View File
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

6

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

171

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 Teachers Employers Alumni**

A. All of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

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	View File
URL for feedback report	https://www.sreeayyappacollege.ac.in/uploads/downloads/Feedback_ATR_2021-22.pdf

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 sanctioned seats during the year

274

File Description	Documents
Any additional information	View File
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

22

File Description	Documents
Any additional information	View File
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 basic details of newly admitted students are collected during the admission of each academic year through a student's data form.

The Orientation and Bridge courses given for the first year students at the start of their course are immensely helpful in identifying the different learning needs of students. Through this courses, students are categorized into two groups of learners. They are advanced learners and slow learners. Different types of grooming sessions are arranged to support them with their different academic needs.

All departments take special attention to conduct awareness sessions for advanced learners regarding the upcoming entrance examinations and higher education opportunities. Advanced learners are also encouraged to attend national and international seminars, workshops etc, and also to participate or present their findings in such seminars so that they get a chance to listen to a few well-known figures from their field of study. While in the case of slow learners, some need special attention. Thus we provide remedial classes where such students are asked to point out their areas of difficulty. Peer teaching is another effective method for the improvement of the quality of education for academically weaker students. Students identified as advanced learners will also guide the slow learners in each group and all the groups are monitored by the class tutors.

Thus we can track and guide all students in a proper way to get all achievements through our college.

File Description	Documents
Link for additional Information	http://www.sreeayyappacollege.ac.in/students-support
Upload any additional information	View File

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

Number of Students	Number of Teachers
395	37

File Description	Documents
Any additional information	View File

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

Based on the curriculum design of different courses, different departments adopted different strategies to enhance students' learning experiences.

- Using Google Classroom, students submitted assignments that were evaluated by faculty.
- . To improve the problem-solving skills of students, online tests were conducted using different platforms such as ClassMarker. Students could evaluate their own performance by providing statistical data like class average, duration taken by each student, etc.
- Students were allowed to do lab experiments using online compilers. Special sessions were conducted in online mode for Lab Record work verification using Google classrooms and Google meet.
- Student project work helped them to acquire industry experience and standards ..Student projects were presented and evaluated in online mode.

- Class seminars were assigned to students for covering basic topics in the syllabus which extended peer teaching approaches in classes. Students could present their seminar topics using Google slides and personal devices.
- Students were motivated to present papers in webinars and conferences based on their project works and class seminars

As the institution is a local chapter of NPTEL students were able to listen to different faculty members from other institutions.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://www.sreeayyappacollege.ac.in/uploads/downloads/Student_Project_Details_Report_2021-22.pdf

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

The Teaching-learning process was improved by utilizing ICT-enabled tools. To ensure the effective use of ICT tools, the management, institution, and faculty took a variety of steps.

Five FTTH connections are renewed monthly for providing Wifi, and internet facilities in classrooms, labs, office, library and seminar hall. LCD projectors mounted in smart classrooms, PG and UG computer labs, and seminar halls are maintained well and are used for teaching-learning processes.

NPTEL local chapter of the institution helped students and faculty members to strengthen teaching and learning by means of the MOOC courses. Moreover, the G-suite facility provided by the institution helps to store and share data.

Faculty members attended many webinar sessions, and FDP programs on enhancing the usage of ICT tools, and those who have started their own YouTube channels are continuing the

classes and video lectures through the channel.

Google classrooms, G-suite account live recorder, ClassMarker, Google Meet, Zoom, Google slides, Google docs, Online compilers for programming, YouTube videos etc are some of the digital tools used by faculty members for the online content delivery. Faculty members used iPads, Webcams and other hardware devices for the online classes.

Academic information such as notes, links for online classes, exam notifications, exam links, and marks obtained by students are shared by each teacher through WhatsApp groups. Thus social media such as WhatsApp takes part in ICT-enabled teaching.

Department meetings, webinars, and student seminars were also conducted in online mode as well as offline mode.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	http://www.sreeayyappacollege.ac.in/ict-tools

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

32

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
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

37

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
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

16

File Description	Documents
Any additional information	View File
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

252

File Description	Documents
Any additional information	View File
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 institution follows a three-tier mechanism to ensure transparency and robustness in terms of frequency and mode of internal assessment

For each academic year, three meetings were constituted - Department Level Monitoring Committee (DLMC), College Level Monitoring Committee (CLMC), and University Level Monitoring Committee (ULMC) respectively. Frequent meetings were conducted by DLMC and CLMC to design the action plan, academic calendar, internal examination timetables, etc as per the guidelines issued by the University of Kerala.

Under the strict monitoring of CLMC, one series test and one model examination were conducted for all batches. The examination timetables were duly signed by the Principal and circulated among class groups and published in the respective departments' notice boards. In addition to that class, tests were conducted by DLMCs. Results were published on department notice boards and Official Whatsapp groups.

Attendance and CA marks were published as per the university guidelines to ensure that there were no grievances for the students.

The examinations were conducted under CCTV surveillance Examination halls and Invigilation duty lists were prepared and circulated before the commencement of examinations. Assignment books and test paper books were distributed to the students at the beginning of each semester

Monthly attendance was published before the 5th of every month. Question papers were printed and distributed in the examination halls.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.sreeayyappacollege.ac.in/uploads/downloads/college_calender_2021-2022.pdf

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

At the beginning of each semester, faculty members inform the

students about the various components of the assessment process during the semester. The College holds a three-tier grievance redressal mechanism via department level, college level and University level, which is mentioned in the college academic calendar. Any grievances relating to the conduct of examinations or valuation of answer scripts may be reported to the concerned teacher and further to the tutor, HOD, and Principal. Students' grievances could also be presented before Department Level Monitoring Committee meetings. If students could not attend the scheduled tests due to genuine reasons, they will be allowed to appear for supplementary examinations. The monthly attendance, consolidated attendance, tests/model/assignment/seminar marks for internal mark evaluation are published on college notice boards and the concerned WhatsApp groups to ensure that students do not have any grievances in CA mark calculation.

The grievances during the conduct of online/offline theory & practical examinations are considered and discussed in consultation with the Principal and if necessary forwarded to the university from the examination section. The college adheres strictly to the guidelines and rules issued by the affiliating university while conducting internal examinations.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.sreeayyappacollege.ac.in/uploads/downloads/PTA_Meeting_2021-22.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The college has comprehensibly stated the Programme Outcomes and Course Outcomes offered by all departments on the institution's website. Faculty members usually discuss the outcomes with the students at the beginning of a course in each semester. These outcomes are also displayed on the college website. The Programme Specific Outcomes are closely connected to the core content of the syllabus of each course. Teaching is based upon these outcomes and necessary initiatives are undertaken to ensure that these outcomes are achieved during the end of each course. The students are always encouraged,

guided, and inspired to learn and accomplish the outcomes. Every department plans and coordinates all its activities in light of the program outcomes and course outcomes. Internal examinations, regular class tests, assignments, seminars, projects, viva-voce, student feedback, evaluated surveys, and questionnaires are the learning tools used for assessing the program and course outcomes. The teaching-learning and assessment processes are reviewed by the IQAC by referring to the records of academic results and other achievements maintained by the departments. The feedback obtained from students on the teaching-learning process gives a clear understanding of the attained learning outcomes.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://www.sreeayyappacollege.ac.in/learning-outcomes
Upload COs for all courses (exemplars from Glossary)	View File

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

The institution uses certain measures to evaluate the levels of attainment of Course Outcomes (COs), Programme Outcomes (POs) and Programme Specific Outcomes (PSOs).

Procedures for Assessing the Attainment of Outcomes

- Defining COs, POs and PSOs : Measurement of attainment level of outcomes begins with formally defining the COs, POs and PSOs.
- Direct Assessment tools (COs): Direct Assessment tools are used to evaluate the COs. Course Outcomes are measured directly based on the performance of each student in their internal and external evaluation on 20:80 proportion for UG. and 25:75 for PG programmes.
- Direct Attainment (POs): Direct Attainment of POs are based on the regular class test, assignments, projects,

seminars and surveys given to each student. Compulsory result analysis is done after every semester at the Department level and publish it in the Notice Board.

- Indirect Attainment (POs & PSOs): Indirect Attainment of Programme Outcomes and Programme Specific Outcomes are evaluated on the basis of Course exit surveys, Alumni surveys and Employer surveys. These surveys are conducted using detailed questionnaires related to POs and PSOs.
- Course Exit Surveys is a feedback taken from the students
- In the Alumni Survey, feedback is collected during Alumni meets, by Email or by phone.

A good proportion of students are placed in reputed IT companies and cleared competitive exams for higher studies.

Overall Attainment (POs & PSOs): The attainment of Overall Programme Outcomes and Programme Specific Outcomes are computed by adding the attainment values of direct and indirect POs and PSOs in the proportion of 80:20 respectively.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.sreeayyappacollege.ac.in/placement-cell-of-sac

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

86

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	View File
Paste link for the annual report	https://www.sreeayyappacollege.ac.in/uploads/downloads/Annual_Report_of_Results_2021-22.pdf

2.7 - Student Satisfaction Survey

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

https://www.sreeayyappacollege.ac.in/uploads/downloads/SSS_Report_2021-22.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

22.154 Lakhs

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

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

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

1	
File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://kscste.kerala.gov.in/
3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year	
3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year	
30	
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
3.2 - Research Publications and Awards	
3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year	
3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year	
11	
File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

6

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - 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 college planned and organised various outreach, education, and socially conscious events throughout the academic 2021-2022 to enlighten students. Below, important actions are noted.

NSS Village Level Activities BMC Nature Protection Activities, Women's cell empowerment initiatives. Palliative care programme - for assisting the needy science club activities to foster a scientific temperament in children UBA programme for village-level expansion Energy conservation: Urjakiran anti-drug education initiatives, cybersecurity AMR-ASPIC covid cell covid vaccine drive. The National Service Scheme and UBA carried out numerous internal and village-wide activities during the years 21 and 22. Along with Bhomithra Sena Club and youth leadership camps, key initiatives like Rural Library, Mangrove protection, energy conservation, surveys, rallies, and raising public awareness on energy conservation were also carried out. Through the ongoing work of students and teachers on environmental conservation initiatives, three prizes were awarded this year. Programs offering palliative care won particular praise for the best services they provided to patients who were confined to beds. In order to reduce the digital divide among pupils, a mobile phone challenge was created. Women's study unity gender sensitization programmes were necessary at the time to educate youth in this area. HIV AWARENESS Programs and Covid vaccine education. Yoga, Women empowerment AZADIKAAMRITH-MAHOTHSAV-related extension activities were also conducted. Department associations and various clubs actively organised many unique

events to up bring young minds through cocurricular and extracurricular activities.

File Description	Documents
Paste link for additional information	https://www.sreeayyappacollege.ac.in/extension-activities
Upload any additional information	View File

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

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

6

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

3.3.3 - 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

3.3.3.1 - 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

98

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

4402

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

4

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

3

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

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.

The college has 19 well furnished, spacious class rooms. Post graduate classrooms and the final year UG classrooms are ICT enabled having facilities like internet connection through LAN, smart board, Green Board, LCD projector, White Screen and CCTV cameras for security purposes. All the classrooms in the college are well illuminated with natural and electrical light systems. The classrooms are suitable for traditional chalk and duster teaching as well as ICT enabled modern teaching facilities. Laptops are available which helps in ICT enabled teaching. The college has a licensed G suite account which helps in online teaching and meetings which are to be recorded. Considering specially abled students and their requirements, preferably the classrooms on the ground floor are allotted.

Details of Laboratories

The college has a total of 11 fully functional laboratories. All the laboratories are well equipped and have a sufficient number of instruments to give hands-on experience to all the undergraduate students as well as high quality server computers for M.Sc. Computer Science students for their research purpose. In all computer laboratories, the required softwares is installed. Darkroom facility is made available in the Physics laboratory.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.sreeayyappacollege.ac.in/uploads/downloads/Infrastructure_Physical_facilities.pdf

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

Facilities for Cultural activities

The college has an auditorium which is regularly used for cultural activities like competitions/performances, conducting seminars, workshops, guidance sessions and practices. A permanent platform with audio visual aids, music system, speakers, mikes, podium etc. are present for performance. Total area of the hall is 1350 square feet and the seating capacity is 200.

Gymnasium Facility

Indoor Gymnasium is having all high grade instruments for total body workout such as Abdominal Bench, bar bell, bench press, cable cross over pulley, Dumbbells pairs with different weights, Treadmill, Pull-up, Push up bar.. Analytical instruments like weighing scale, stadiometer, fat, pulse analyser etc. are present.

Outdoor gymnasium has equipment for total body work out such as shoulder rotator equipment, leg press equipment, abdominal workout machine etc.

Equipment needed for Indoor games like chess board, table tennis board, carrom board are available. For outdoor game, open badminton court with 14 * 6 square metre, a batting/bowling coaching area are present. Sports materials like football, cricket, volleyball, badminton rackets etc are present.

Training sessions for yoga are conducted for students and staff members.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.sreeayyappacollege.ac.in/uploads/downloads/Games_Cultural_Activities.pdf

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

10

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

10

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.sreeayyappacollege.ac.in/uploads/downloads/ICT_Enabled_Classroom_Seminar_Hall.pdf
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)

3.60195

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)

Sree Ayyappa College had purchased an Integrated library management software KOHA and DSpace software for digital repository in the year 2021 and since then library functioning is automated. This ILMS is used to manage all library collections like books, journals, magazines etc. Bar code technology is used in the library for issue and return of books. All functions like Issue-Return, Renewal, Reports Generation, Stock Verification, Federated Search for multiple databases, attendance etc are automated. The entry and exit are automated through an in-out management system. In addition, manual registers for entry, exit, issue and return are also maintained as additional records.

KOHA software enables the students to search the catalogue by Author name/Title and also to check the availability of the book. Emails and messages are forwarded to the students automatically for overdue, issue, return or other notifications.

The DSpace software available at college is used to store any type of digital material including documents such as reprints, technical reports, conference papers, books, thesis etc. This software is used for easy access to the materials, both by listing and searching.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://www.sreeayyappacollege.ac.in/uploads/downloads/LibrarySAC.pdf

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)

1.88620

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
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

17

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The College has augmented its basic IT infrastructure time time by including the computer systems having advanced by increasing memory configurations from 2 GB RAM to 16 GB RAM and operating system from windows 7 to 10 with high level of multitasking, multiprogramming environment. In all, 115 computers are available in college. They are assembled for various computing needs such as in labs for students, at offices for staff, library, department etc.

Currently in the academic year 2021-2022, the college provides internet with the bandwidth speed of 200 Mbps FTTH facility. At present, a total of six connections were present at the college. Also more modem were also increased and wifi connection with speed upto 150 Mbps was provided at college campus.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.sreeayyappacollege.ac.in/ict-tools

4.3.2 - Number of Computers

115

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

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)

16.29493

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.

Systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports, computers, classrooms etc.

Physical facility and Academic facility

Classrooms

Policies for Maintenance

Regular cleaning and maintenance is carried out so as to provide an effective learning environment to the students. Looking at the volume of work some conservancy work is allotted to support staff. Regular monitoring and repair of electrical

and fixtures is done.

Policies for utilisation

Central timetable is designed in such a way that there is maximum utilisation of infrastructure and classrooms.

Policies for Maintenance

Annual maintenance, servicing is done for the high grade instruments. Calibration of instruments are done. Service engineers from manufacturing companies are called for the repairs. Comparative statements are made from quotations taken from different agencies for the purchase/repair.

Policies for Maintenance

Annual maintenance contracts are done for the college website, softwares used in the library. At the library, proper ventilation is done so as to maintain a dry environment near bookshelves. Furniture is repaired annually as per the requirement.

In the library, books suggested by Faculty members are purchased annually. Special reading facilities and computers are provided for the students to have access to free e-content. Library is kept open during long vacations for the benefit of the students.

Regular upgradation of the computers are done with curriculum demand and technology advancement.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.sreeayyappacollege.ac.in/policy

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

369

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
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**

70

File Description	Documents
Upload any additional information	View File
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

A. All of the above

File Description	Documents
Link to institutional website	https://www.sreeayyappacollege.ac.in/uploads/downloads/Capability_Enhancement_Initiatives.pdf
Any additional information	View File
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

44

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

44

File Description	Documents
Any additional information	View File
Number of students benefitted 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	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

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

36

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	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

70

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
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

10

File Description	Documents
Upload supporting data for the same	View File
Any additional information	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.**

18

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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)

The College always ensure student representation in various academic, administrative bodies, clubs and forums. The college has a students' union and every year the students elect the members as per the Guidelines provided by University of Kerala. The Students' Union election for the academic year 2021-22 was held on 15-02-2022. The representatives of Student Union are Chairman, Vice Chairman, General Secretary, University Union Council Representative, Lady representative, Magazine editor, Sports Club Secretary, Arts Club Secretary, UG,PG and Department Association representatives. Students also have

representation in administrative bodies such as IQAC, CLMC etc. Student representatives of clubs will take a lead role in organizing various club activities. All students' related activities are carried out under the leadership of the College Union, advised and facilitated by the Staff Advisor. College Union facilitates students to engage effectively in co-curricular and extracurricular activities and provides opportunities for training as good citizens. The major events held in the college with active involvement and initiative of the Students are:-

- College Union Inauguration: 7/3/2022,
- International Women's Day Celebration: 8/3/2022,
- Holi Celebration: 18/3/2022,
- Sports Day:24/3/2022,
- Arts Day: 30/3/2022,
- Arts Fest Competitions :16- 22 March 2022,
- College day: 30/3/2022,
- University Youth Festival: 23-27 April 2022
- Job Fair: 27/4/2022 .

File Description	Documents
Paste link for additional information	https://www.sreeayyappacollege.ac.in/uploads/downloads/Student_Representation_2021-22.pdf
Upload any additional information	View File

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

40

File Description	Documents
Report of the event	View File
Upload any additional information	View File
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)	View File

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

The college has an illustrious alumni who are spread over different parts of the globe and the Association is playing a pivotal role in keeping them all connected. The mission of the Alumni Association is to foster strong bonds with the Institute and they operates through the website and face book page which offers an overview of its activities.

They serve as resource persons for seminars, value education classes, career guidance classes, counselling classes and play a key role in grooming students for various competitions and placement. They contribute to the improvement of infrastructural facilities. The association has Instituted scholarships for needy students. Alumni plays an important role in supporting the students for their placement. The alumni association involve in various extension activities of the college and has always been in the forefront in dispensing its social responsibilities. A new scholarship was sponsored by one of our Alumni during the academic year 2021-2022 for the best outgoing student of Department of Electronics.

Two Alumni executive committee meetings were conducted during the academic year 21-22 on 12/10/2021 in the online mode and 30/05/2022 in offline mode in the college to discuss various matters related to the Alumni association. During this year an amount of rupees 8700/- is received as contribution from Alumni.

File Description	Documents
Paste link for additional information	https://www.sreeayyappacollege.ac.in/alumni-of-sac, https://www.facebook.com/ayyappacollege/
Upload any additional information	View File

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

File Description	Documents
Upload any additional information	View File

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 Governing Body of the College includes the Manager, Members of Travancore Devasom Board and the Principal, who have been actively involved in the administration of the College. The management provides effective leadership by involving all the staff and students in the decision making. The institution promotes the culture of participative management at the following levels:

- **Strategic level:** The Principal is the Head of the Institution, responsibilities assigned through the Head of the Departments, the faculty members and the non-teaching staff. The Principal, College Council, and the IQAC are involved in defining policies and procedures, framing guidelines, preparing academic calendars, rules and regulations of the institution.
- **Functional level:** Faculty members are sharing their knowledge among themselves, students and staff members while working for a committee. The faculty bestows quality education within the structure of the mission, vision and objectives of the institution, which is globally applicable and locally relevant.
- **Operational level:** The Principal interacts with the University, external agencies, faculty members and

maintain interactions with the concerned departments of affiliating University through the College Level Monitoring Committee (CLMC). Students and office staffs have joined the hands with the Principal and faculty for the execution of different academic, administrative, extension related, co- and extracurricular activities. Students representation is ensured in major statutory and administrative bodies.

File Description	Documents
Paste link for additional information	https://www.sreeayyappacollege.ac.in/visi-on-mission
Upload any additional information	View File

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

The Institution has a mechanism of providing operational autonomy to various functionaries in order to ensure a decentralized governance system. 1. Principal Level: Principal is the administrative and academic Head and Chairperson of the IQAC. The Principal in consultation with the College Council, nominates different committees for planning and implementation of different academic, student administration and related policies. 2. Faculty level: Faculty members are given representation in various committees/cells nominated by the College Council, in the Governing body, IQAC and other committees. Every year, the composition of different committees is revised to ensure a uniform exposure of duties for academic and professional development of faculty members. Following are the different sub-committees which have been nominated by College Council (2021-22):

Admission Committee Examination Committee CLMC Planning Board
Anti Ragging Cell Career Guidance and Placement cell Purchase
and Technical Committee Red Ribbon Women's Study Unit Science
Club Staff Club Grievance & Redressal Cell WWS & SSP

NSS

3. Student level: Chairman of the students' Union is a member of governing council. Students are encouraged to play active role in different activities. Members of students' Union

holding different roles further reinforces decentralization. Non-teaching staff level: Non-teaching staff are represented in the governing council and the IQAC. Suggestions of non-teaching staff are considered while framing policies or taking important decisions.

The functioning of these levels and the corresponding reports are included in the college website.

File Description	Documents
Paste link for additional information	https://www.sreeayyappacollege.ac.in/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The unexpected outbreak of COVID 19 pandemic in March 2020, caused a drastic change in the traditional teaching-learning process. When the academic year of 2021-22 had started, from the month of June to October, we had followed the online mode of teaching. After that, when the pandemic is getting gradually decreased, we have shifted to hybrid mode and then later to normal offline. Both the teaching and student community were felt difficult to find ways in sustaining the academic routine through online mode. The pandemic situation fuelled our initiative towards a blended teaching-learning process. Our faculty used variant modes of online teaching such as Google Classroom, G-meet, and YouTube channel. During the first half of 2021, we had faced an issue on the lack of proper Learning Management System in our institution but in the month of December, this problem was addressed with the implementation of LMS software named 'Campus Genie'. This platform improved productivity and empowered faculty to manage admission registration, attendance, lesson plan, exams, and other academic related activities. Organised webinars and workshops at national and international level for students, teaching and non teaching staffs and also promoted high quality publications and also in improving Institution-industry collaboration and signed MoU for Library Resources and Knowledge sharing with other institution.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://drive.google.com/drive/folders/10umhDlfRcLZ26jQsbZfFvOed_oq2Y2PK?usp=sharing
Upload any additional information	View File

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

- The College has a well-functioning structure managed by the Travancore Devaswom Board . The Secretary of the Travancore Devaswom Board is the Manager of the Institution. The highest authority in the organogram is the Manager of the Institution.
- Principal is the executive head of the Institution with the responsibility of managing the day-to-day affairs of the College. He implements the directives of the Governing Body in accordance with the norms stipulated by the Government and University of Kerala.
- The College council takes appropriate measures for the implementation of strategic plans and administrative affairs of the college.
- The IQAC coordinator in consultation with the IQAC makes policies with a broad vision via regular meetings and discussions .These policies are then implemented by different Departments, Academic Committees, Clubs and Auxiliary bodies in the College.
- The office administration is led by the Head Accountant. He manages the Office Staff and other supporting staff. Vacancies are reported to the DCE, Government of Kerala and concurrence is availed. The direct recruitment to the posts of Assistant Professor is on the basis of merit as per the UGC regulations and University statutes.
- Promotion is given to Teachers based on the UGC regulations regarding Career Advancement Scheme (CAS) and Performance Based Appraisal System (PBAS).
- All the employees follow Kerala University Statutes and Kerala Service Rules of the Government.

File Description	Documents
Paste link for additional information	https://www.sreeayyappacollege.ac.in/uploads/downloads/college_calender_2021-2022.pdf
Link to Organogram of the Institution webpage	https://www.sreeayyappacollege.ac.in/management
Upload any additional information	View File

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	View File
Screen shots of user interfaces	View File
Any additional information	View File
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

- Provident Fund, Medi Claim, Pension Scheme, GIS, SLI, Medical Reimbursement, Medisep, Maternity leave and Paternity leave are implemented in our college as per government rules.
- Free WiFi is given to all the Departments and office for the smooth working of the e-administration and educational purposes'-suite institutional email IDs are given to all teaching staff and Departments.
- The College has adequate washing places and washrooms for all students and staff.
- Women's restroom with a first-aid facility.
- The Staff Club arranges retirement functions for the retiring staff yearly. Such functions help in creating

great camaraderie among the members.

- Staff Club members gather often for various events and celebrations with much enthusiasm that help in building a good rapport among them.
- The college administration ensures that adequate wages are given to guest faculty on an advance payment basis.
- Adequate wages on a daily basis are given to cleaning staff and security staff.
- The College NSS units have generously donated enough sanitizers, gloves and other amenities essential for ensuring Covid safety.
- Covid Cell functions on the campus to curb the spread of the covid-19 epidemic by maintaining social distance among students and monitoring the use of masks and sanitizers.
- All Departments, Classrooms, seminar halls and laboratories are provided with proper ventilation.
- The Management has provided College Bus to ensure transportation facility for Teaching and Non teaching staffs.

File Description	Documents
Paste link for additional information	https://www.sreeayyappacollege.ac.in/covid-19-cell
Upload any additional information	View File

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

3

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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**

3

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**

9

File Description	Documents
IQAC report summary	View File
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

When a promotion falls due for a teacher, a Performance Appraisal by the teacher in a standardized proforma is submitted to the Principal. These Self - Appraisal reports are then submitted to the IQAC and are verified by the IQAC. The IQAC, through the Principal then requests the University to constitute a Screening Committee. The Committee comprises two subject experts nominated by the University, the HOD and the Principal. Based on the evaluation of his/her PBAS proforma, the reports of the screening committee along with recommendation of the Manager are submitted to the University for approval of promotion. During the academic year 3 teachers were given promotion as per the above criteria from stage II Stage II (Academic level 11-12).

The promotion of the Non-Teaching staffs are done by the Government after the due recommendation from the Manager.

File Description	Documents
Paste link for additional information	https://www.sreeayyappacollege.ac.in/uploads/downloads/sceerning_committe_21-22.pdf
Upload any additional information	View File

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

The annual financial statement which includes all the receipts and expenditures is prepared at the end of every financial year. It is then sent to the Accountant General and to the authorities in the Department of Collegiate Education for the final auditing. After the completion of the specified period of any UGC or Government sponsored scheme, all the files relating to the period are submitted to the External Auditor, who is a qualified Chartered Accountant for verification and auditing of accounts. If any omissions or errors are reported by the Chartered accountant they are corrected in accordance with his direction and the final reports and certificates are issued by him. There are periodical visits from the audit section of the Department of Collegiate Education to the college that inspects all the files relating to the rules and regulations, financial matters of all schemes that the college has availed of and all the receipts and payments in the college.

Academic and Administrative Audit (AAA), endures as an essential element for maintaining the standard of excellence in Higher Education. Both Internal and external, Academic and Administrative Audit (AAA) of all academic departments and college library was conducted for the Academic Year 2021-2022 under the coordination of College IQAC.

File Description	Documents
Paste link for additional information	https://www.sreeayyappacollege.ac.in/uploads/downloads/Academic_and_Administrative_Audit_2021-22.pdf
Upload any additional information	View File

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)

2 Lakhs

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
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

The college receives funds mainly from the State government for NSS, PTA, alumni, management etc. The planning board of the college has the responsibility for assessing, planning, implementing and supervising the fundraising activities of the college. The purchase committee allocates funds to various departments for developmental activities, for academic resources such as books and journals and for infrastructure development which includes labs, equipment purchasing etc. The amount for each department is distributed on the basis of the proposals received from each department. The funds received from the state government are used for the activities of various clubs of the college. The Management/ PTA/ Alumni funds and other contributions are utilized to meet the developmental needs, for giving salaries to guest faculty, to give scholarships for needy students etc. For optimum utilization of the available resources, the stakeholders are informed about the sanctioned budget and are directed to keep a record of all the financial transactions. On behalf of the principal, the Head Accountant maintains the accounts of all these financial transactions.

File Description	Documents
Paste link for additional information	https://www.sreeayyappacollege.ac.in/Policy
Upload any additional information	View File

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

IQAC has been phenomenal in promoting quality culture in all academic and administrative activities of the college. It always envisages strategies to enhance the quality of education provided to equip for the global competency. Implementation of Learning Management System: Major thrust was on the digitalization of teaching learning process as it is the need of the hour due to the pandemic situation and is required for the fastest growing and transforming field of higher education. The IQAC has initiated steps to make the teaching-learning process oriented with an appropriate various delivery platforms and Learning Management Systems. IQAC initiated the implementation of Software named Campus Genie to improved productivity and empowered faculty to manage admission registration, attendance of students, lesson plan, exams and other related activities. Proper WIFI facilities and digitalisation of library has enabled the faculties to go online to meet students during pandemic. IQAC organised various workshops/webinars for students, teaching and non-teaching staffs. Both Internal and external, Academic and Administrative Audit (AAA) of all academic departments and college library was conducted for the Academic Year 2021-2022 under the coordination of College IQAC. IQAC identifies different online programmes conducted by various universities and communicated them with the faculty members. During the academic year 3 teachers were given promotion as per the above criteria from stage II Stage II (Academic level 11-12).

File Description	Documents
Paste link for additional information	https://www.sreeayyappacollege.ac.in/uploads/downloads/Academic and Administrative Audit 2021-22.pdf
Upload any additional information	View File

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 Internal Review:** The Principal collects the reports of departments on online classes conducted that facilitate departments to evaluate the teaching learning processes. The review has enabled departments to uplift

the quality of education provided. It has inspired the faculty members to make continuous improvement of teaching and learning as their priority.

- The evaluation system - The IQAC conducts meetings with department heads and tutors and (if necessary) with individual teachers to discuss and frame adequate methods to improve the system.

File Description	Documents
Paste link for additional information	https://www.sreeayyappacollege.ac.in/uploads/downloads/IQAC_Mintues_ATR_2021-22.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.sreeayyappacollege.ac.in/uploads/downloads/College_Annual_Report_2021-22.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
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

Sree Ayyappa College aims at creating a safe and friendly environment for students of all genders. The institution believes that creating an inclusive environment inculcates values of 'inclusivity, equality and diversity'. The institution ensures that all students are treated equally, regardless of gender. Our College ensures gender equality and safeguards the rights of students. We promote the leadership of women in curricular, extra-curricular, and union activities. Gender sensitization programs are provided to make students aware of gender-related issues.

The institution provides admission for transgender students as per the guidelines of the University of Kerala. To promote gender equity, the institution has no strict impositions on the dress code for students. The institution encourages a mixed seating arrangement inside the classrooms. The number of female students and faculties is greater than the ratio of male students, thereby promoting more women.

As per Government of Kerala Order No. 973/2021/HEdn dated 29-07-2021, a Gender Justice Forum has been constituted with a senior woman faculty as its chairperson and selected teaching staff, non-teaching staff and students as its members. The forum gives awareness on gender equality, awareness against dowry and domestic abuse. The annual gender sensitization action plan is updated every academic year in the college website. An Internal Complaints Committee has been formed to receive complaints regarding sexual harassment.

File Description	Documents
Annual gender sensitization action plan	https://www.sreeayyappacollege.ac.in/gender-justice-forumgjf
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://www.sreeayyappacollege.ac.in/uploads/downloads/Gender_Sensitization.pdf

<p>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</p>	<p>B. Any 3 of the above</p>
<p>File Description</p>	<p>Documents</p>
<p>Geo tagged Photographs</p>	<p>View File</p>
<p>Any other relevant information</p>	<p>View File</p>
<p>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</p>	
<p>The college follows a sustainable approach inside the campus and towards the environment. The institution demands the students and faculty to ensure that they bear the responsibility of reducing waste and following an eco-friendly approach.</p> <p>The solid waste generated on the campus includes paper, plastic, metals, glass, and food waste. The college has designated a supervisor to ensure that these solid wastes are collected and disposed of properly. A separate bin is kept for collecting food waste. Solid waste, including plastic and glass, is collected in a large bin outside the college premises, installed by the Panchayat. Efforts are being made to reduce paper use by digitalizing communication systems.</p> <p>The Microbiology lab produces biowastes which are properly disposed off. The Autoclave machine installed in the lab kills harmful micro organisms. The lab properly follows the policy of disinfecting the lab and decontaminating harmful microorganisms. A hot air oven installed in the lab provides sterilization for utensils/glassware to ensure proper sanitation inside the laboratory.</p> <p>E-waste is safely stored and sold to vendors at regular intervals. Electrical equipment that can be reused and recycled is put to optimal use. Desktop computers, UPS or any such devices used for a long time are exchanged for procuring new equipment.</p>	

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	https://www.sreeayyappacollege.ac.in/uploads/downloads/Waste_Management.pdf
Any other relevant information	No File Uploaded
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	B. Any 3 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 with trees and plants	A. Any 4 or All of the above
File Description	Documents
Geo tagged photos / videos of the facilities	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

B. Any 3 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

C. Any 2 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	No File Uploaded
Any other relevant information	No File Uploaded

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).

Sree Ayyappa College is an institution where students from different places, religions, and state meet. The college has a zero-tolerance policy towards discrimination based on gender, region, and language. The institution shows no bias in giving admission to students based on their social background or any other reason for that matter. SAC follows all the norms the university prescribes to admit students from all categories to UG and PG programmes.

The campus provides a positive, vibrant environment for the students to interact freely with each other, sharing their ideas and thereby developing a positive attitude towards life. Through these interactions, they learn how to be kind and compassionate to other people and develop inclusive approaches to other students. By adopting inclusive teaching methods, teachers help students of different calibres in learning to achieve and perform at their level best. Students are encouraged to learn at their own pace and to ensure that all students are provided with the opportunity to learn, the campus offers mentorship programmes and remedial classes. The institution also considers the welfare of society. Under palliative care, medicines and other suppliances to the health centres will be distributed to the needy. The college has provided a wheelchair for a disabled person.

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	No File Uploaded

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

The college not only promotes the learning of students by focusing only on the academics but also ensures that each and every student is guided and molded into responsible citizens. Students are made aware about their rights and duties they have to follow as a citizen of India. The Preamble of the Indian Constitution is displayed in the institution. Students take the National Pledge inside the classes. The institution takes great effort to ensure the participation of students in celebrating National days like Independence Day and Republic Day. Celebrating Independence Day, Republic Day, Constitutional Day and Gandhi Jayanthi instils a sense of nationalism and pride in students. NSS and various other clubs make constant efforts to organize various extension activities to instill qualities like unity and integrity, as well as values of empathy, compassion. The college also took part in Azadi Ka Amrit Mahotsav, an initiative by the Gov. of India to celebrate the 75 years of glorious India, by conducting various programmes under the title. Every day in the college ends with students and faculties of the college paying respect to our nation by singing National Anthem.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

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

B. Any 3 of the above

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	No File Uploaded

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

The institution gives great importance in celebrating national and international days every year. Every year the college celebrates festivals like Onam, Christmas and Holi, thereby, bringing every one together, upholding communal harmony.

Sree Ayyappa College observes Women's Day, World Mental Day, International Day against Drug Abuse, Cancer Day, Aids Day, Human Rights Day, national Energy Conservation Day, Constitutional Day, and Azadi ka Amrit Mahotsav.

SAC also celebrates World Environment Day, World Wildlife Day, World Wetland Day and Ozone Day in order to create awareness on the need to conserve natural resources.

The main aim behind celebrating these days is

- to make students appreciate the rights of marginalized people.
- to make them aware and conscious about their own body and mental health.
- to make students to understand and appreciate the history

of India, the values that India upholds.

- to make students aware about the need to protect the environment and why there is a need to conserve them.
- to promote sustainable living and symbiotic relationship.
- to conserve energy resources.

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	No File Uploaded

7.2 - Best Practices

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

Best Practice 1: Conservation of Energy through Urja Kiran

The main objective was to create awareness among the general public as well as our students and to equip them for efficient management of all forms of energy, to promote energy efficiency and energy conservation, and to develop new sources of energy as well as novel energy technologies with a view to increasing the production and facilitating the use of energy on a sustainable basis.

The college implemented programs to raise this energy conservation awareness, focussing on enhancing environmental awareness and fostering critical thinking and problem-solving approaches among participants with the sole intention to encourage an approach that takes some of these basic ideas into their daily lives and to adapt them to suit their local needs

at their homes, neighborhood, as well as the college campus.

Best Practice 2: "Sri Chithira Thirunaal Grameena Grandhasala" - The Rural Library

The main objective was to create awareness among the general public as well as our college students and to inculcate reading habits, which is waning with the internet boom which brings knowledge to the fingertips at the press of a button, which has done away with the habit of reading, even among the elderly and the middle-aged in the present context of waning inter-relationships among people where neighbors do not know one another but constantly communicate over FB with friends in foreign lands.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

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

Sree Ayyappa College, situated in the rural hamlet called Eramallikkara, has always strived to achieve its highest potential not only in the area of academics but also exerts its influence on the socioeconomic life of its surrounding area. The existence of this college in a rural area has an altogether different take when comparing it with colleges in the cities. The college not only strives to mould morally responsible students having social duties towards the society but also ensures equitable regional development.

With limited resources in possession, the institution endeavors to uplift the surrounding area through various activities. The main focus of the college lies in environmental consciousness, energy conservation, and health. SAC ensures regional development and personal growth by creating an amiable environment through education.

The college has established Sree Chithira Thirinal Grameena Grandhsala, a rural library for widening the knowledge of the villagers thereby ensuring the personal growth. Under Bhoomithra Sena Club, the college has organised Energy

conservation and awareness program, and a workshop for women from Kudumbasree units in association with Energy management centre Kerala. SAC has also contributed in preserving and conserving nature by organizing mime and awareness campaigns for water preservation at Periyar Tiger Reserve. A soft copy of Healthy Recipes Handbook was circulated to students and local people to create awareness on indigenous home-cooked food.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

Some of those ideas which the college intends to do, and which have been formulated for the next academic year, 2022-2023 are as follows:

1. To create awareness against drug abuse and to give counseling to students.
2. To implement palliative care activities in the Panchayat.
3. To encourage day scholars to start vegetable and flower gardens in the backyards of their homes for their daily use.
4. To carry forward the activities under Urjakiran Project for energy conservation.
5. To provide driving classes to women staff and students
6. To conduct technical workshops on the assembly of LED bulbs in association with the Electronics Dept.
7. To conduct training programs for students to tackle competitive examinations and face interviews.
8. To conduct training programs on enhancing soft skills among students, teaching, and non-teaching staff to enable all to live in harmony.
9. To install a biogas plant in the ladies' hostel
10. To provide digital literacy to the non-teaching staff.
11. To conduct capacity-building workshops for teaching and non-teaching staff.
12. To organize a code of conduct and professional ethics awareness programs for students and faculties.
13. To schedule classes on e-governance and administration
14. To provide a detailed information about the trees in the campus through QR coding.
15. To develop a software for the visually challenged by the

Department of Computer Science