



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

Part A	
Data of the Institution	
1.Name of the Institution	Sree Ayyappa College, Eramallikkara
• Name of the Head of the institution	Prof. (Dr.) Suresh S
• Designation	Professor and Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04792427615
• Mobile no	9447981459
• Registered e-mail	sreeayyappacollege@gmail.com
• Alternate e-mail	principalsace@gmail.com
• Address	Sree Ayyappa College, Eramallikkara P O, Chengannur, Alappuzha(Dt), Kerala. PIN 689109
• City/Town	Chengannur
• State/UT	Kerala
• Pin Code	689109
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	University of Kerala				
• Name of the IQAC Coordinator	Ms Sobha P K				
• Phone No.	9495474068				
• Alternate phone No.	04792427615				
• Mobile	9495474068				
• IQAC e-mail address	iqac@sreeayyappacollege.ac.in				
• Alternate Email address	sobhasac@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://www.sreeayyappacollege.ac.in/uploads/downloads/AQAR_2021-22.pdf				
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/uploads/downloads/Academic_Calendar_2022-23.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.43	2017	22/01/2017	22/01/2022
Cycle 2	A	3.04	2024	01/02/2024	01/02/2029
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		
<ul style="list-style-type: none"> Upload latest notification of formation of IQAC 		View File		
9. No. of IQAC meetings held during the year		17		
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 		Yes		
<ul style="list-style-type: none"> 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		
<ul style="list-style-type: none"> If yes, mention the amount 				
11. Significant contributions made by IQAC during the current year (maximum five bullets)				
<p>* Conducted Orientation Programmes for first-year students * Organized Capacity Building Programmes and other training sessions for Teaching and Non-Teaching Staff * Collected Feedback from Students, Faculty, Alumni, and Employers, Analysis reports were presented to the College Council and ATR was published * Conducted Academic and Administrative Auditing for the Academic Year 2021-22, AAA reports and ATR were published * Conducted Green, Energy, Environment, and Gender Audits and organized several environment/gender-related workshops/conferences.</p>				

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
<ul style="list-style-type: none"> Regular Meetings of IQAC shall be conducted 	Conducted 17 meetings
<ul style="list-style-type: none"> Coordinate the timely publication of Academic Calendar by CLMC 	Published and displayed on the College Website
<ul style="list-style-type: none"> Collect action plan from all departments and clubs and formulate the action plan of IQAC 	Collected and ensured the conduct of programmes
<ul style="list-style-type: none"> The requirements of different sections in view of the NAAC visit for Cycle II are to be collected and the consolidated request must be submitted to Principal for implementation 	Collected and submitted to Principal
<ul style="list-style-type: none"> Student IQAC has to be formed 	Student IQAC formed, conducted their meeting and ensured their participation in Accreditation process
<ul style="list-style-type: none"> Academic and Administrative Auditing of both internal and external in departments, ladies hostel and library shall be conducted in a timely manner 	AAA was conducted and ATR was displayed on the college website
<ul style="list-style-type: none"> AQAR for academic year 2021-2022 will be uploaded in NAAC website 	AQAR 2021-22 was uploaded
<ul style="list-style-type: none"> Preparation for the uploading of SSR for Cycle II has to be initiated 	SSR preparation was commenced
<ul style="list-style-type: none"> Fully equip the SAC LMS platform(Campus Genie) by conducting regular workshops and review meeting of faculty 	Conducted workshops and increased the LMS utilization
<ul style="list-style-type: none"> Promote the conduct of 	Several programmes were

workshops/seminars/conferences	conducted and documented
<ul style="list-style-type: none"> Green Audit, Energy Audit, Environment Audit, Gender Audit shall be conducted 	Conducted and reports were uploaded in the college website
<ul style="list-style-type: none"> Preparation for the NAAC Visit for Cycle II has to be initiated 	NAAC Visit preparations were initiated
<ul style="list-style-type: none"> Encourage faculty members and non teaching staff to attend conference/workshops/training programs 	Several members of teaching and non teaching staff attended training sessions
<ul style="list-style-type: none"> Feedback from students, employers and parents are to be collected and appropriate action need to be taken as per the response analysis. Teachers feedback on curriculum need to be entered via Campus Genie 	Feedbacks collected, analysed and reports were uploaded in the college website
<ul style="list-style-type: none"> Ensure the registration of college alumni 	College Alumni received government registration
<ul style="list-style-type: none"> Initiate the installation of solar grid systems 	20 KW solar power plant was installed in the college campus
<ul style="list-style-type: none"> Make sure that the student's scholarships are distributed through the scholarship committee 	Institutional scholarships were distributed
<ul style="list-style-type: none"> PBAS of Faculty members are to be processed 	Steps taken for PBAS of faculty members
<ul style="list-style-type: none"> Revise the college website pages with updated docs 	College website was revamped with necessary links and documents
<ul style="list-style-type: none"> Distribution office stationary among criteria members and HoDs for the preparation of supporting data related with NAAC accreditation 	Distributed for the preparation of SSR
<ul style="list-style-type: none"> Steps are to be taken to complete all skill/add on courses of different departments which are coordinated by Incubation Centre 	Skill/Certificate courses were conducted at different departments

• Conduct of Capacity building workshops for teaching and non teaching staff	Conducted
• Organize workshops/seminars on climate change and other environmental issues	Organized programmes like Workshop on Climate Emergency and the Converging Crisis of our Times, Online Certificate Course on Sustainable Environmental Economics etc
• Schedule of INFOFEST 2023	INFOFEST 2023 was conducted

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

Name	Date of meeting(s)
IQAC	30/04/2024

14. Whether institutional data submitted to AISHE
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Year	Date of Submission
2022-2023	11/03/2024

15. Multidisciplinary / interdisciplinary
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Sree Ayyappa College offers three undergraduate programs that follow a multidisciplinary curriculum pattern, providing students with a diverse range of knowledge and career opportunities. The BSc Biochemistry and Industrial Microbiology program combines the fields of biochemistry and industrial microbiology. The curriculum also includes complementary courses in chemistry and language studies. This multidisciplinary approach allows students to pursue postgraduate studies in various disciplines such as biochemistry, biotechnology, industrial microbiology, computational biology, and medical microbiology. The B.A English and Media Studies program integrates the study of English and media. Students gain skills in media studies and also learn about informatics and social media ethics. The multidisciplinary curriculum opens avenues for postgraduate studies in English, mass communication, journalism, and media studies. The B.Com Commerce with Computer Applications program merges conventional commerce subjects with computer applications.

This multidisciplinary curriculum enables students to pursue postgraduate studies in disciplines such as commerce, business administration, and computer applications. The integration of commerce and computer applications creates placement opportunities in various fields of study. Multidisciplinary approaches are also incorporated into the BSc Computer Science and BSc Electronics programs. The BSc Computer Science curriculum includes electronics courses, while the BSc Electronics curriculum includes computer science courses, including programming. This interdisciplinary approach broadens students' knowledge and skills in both computer science and electronics. All undergraduate programs include an open course during the fifth semester, allowing students to choose a course offered by another discipline based on their interests. Additionally, courses in environmental studies and disaster management are included in the curriculum, fostering a sense of environmental protection and conservation among students. In the postgraduate program, MSc Computer Science, interdisciplinary courses such as bioinformatics, artificial intelligence, and big data analytics are included in the syllabus. This further enhances the multidisciplinary approach and prepares students for advanced studies and research in computer science. Overall, Sree Ayyappa College's multidisciplinary curriculum equips students with a diverse skill set, expanding their career prospects and providing a well-rounded education that prepares them for the challenges of a dynamic and interconnected world.

16.Academic bank of credits (ABC):

The implementation of the Academic Bank of Credits (ABC) system at Sree Ayyappa College is underway, although clear policies and guidelines from the affiliating University of Kerala are still pending. Despite this, our institution has taken proactive measures to kick start the implementation process. As a first step, we have developed a comprehensive communication strategy to disseminate information about the ABC system to students, faculty, and other stakeholders. This includes raising awareness about the advantages of credit transfer and providing detailed guidance on the credit transfer process. To facilitate this, we have organized a highly informative webinar on the "Academic Bank of Credit Scheme" exclusively for faculty members and students. Through this webinar, we aim to ensure that everyone involved understands the ABC system thoroughly. In line with the digital advancements in education, we have integrated the ABC system into the DigiLocker framework. By leveraging this technology, we have communicated with our students, urging them to register in the ABC portal. We are pleased to share that the student registration process is currently underway, further

solidifying our commitment to implementing the ABC system effectively. While we eagerly await the finalization of the criteria for credit transfer, credit valuation, and credit accumulation from the affiliating University, Sree Ayyappa College remains proactive in laying the groundwork for a smooth transition to the ABC system. We are dedicated to ensuring that our students benefit from the advantages of credit transfer and have access to a seamless credit accumulation process. As we move forward, we will continue to collaborate closely with the University of Kerala, advocating for clear policies and guidelines to enhance the implementation of the ABC system. Our collective efforts will enable students to navigate their academic journey more efficiently, fostering a flexible and comprehensive approach to higher education.

17.Skill development:

Sree Ayyappa College recognizes the importance of skill development programs in bridging the gap between theoretical teaching and industry applications, thus enhancing students' placement opportunities. "Employability Skill Training." program aims to equip students with essential skills highly valued by employers, including communication, problem-solving, teamwork, time management, leadership, and industry-specific knowledge. By participating in this program, students gain a competitive advantage in the job market. The joint effort of the Centre for Incubation and Entrepreneurship(CIE) and various departments has resulted in the commencement of many skill development/add-on/certificate/value-added courses on the campus. Various departments within the college offer specialized skill development courses. The Department of Commerce conducts the "Global Financial Markets and Instruments" course, providing students with analytical techniques and practical tools related to economic management and global financial markets. This knowledge enhances their understanding of financial systems, investment strategies, risk management, and economic trends. The Department of Mathematics organizes a skill-oriented course on "Introduction to LATEX" This program enables students to effectively typeset their project reports, a compulsory requirement for completing their undergraduate programs successfully. Proficiency in LATEX enhances the presentation and formatting of their research work, making it more professional and visually appealing. Likewise, the "Mushroom Cultivation & Post Harvesting Technology" certificate course serves as a valuable skill development opportunity for students. By learning about different mushroom species, growth requirements, and the role of microorganisms, students gain hands-on experience in preparing substrates, monitoring growth, and understanding the symbiotic relationship between mushrooms and the

environment. This program opens up career paths in mushroom farming, research, quality control, and entrepreneurship while fostering problem-solving and critical thinking skills. The add-on course "Radio Programme Production" offers a valuable skill development opportunity. Through this program, students gain practical knowledge in scriptwriting, audio editing, and storytelling for radio. It enhances their communication, adaptability, and audio production skills, providing career prospects in broadcasting, podcasting, journalism, and content creation. Students develop creativity and critical thinking abilities while understanding the power of audio as a medium of expression. The outreach society of the Electronics Department focuses on LED bulb assembling and distribution which provides practical knowledge and experience to students. This program focuses on LED components, circuit design, soldering techniques, and quality control. It develops skills in soldering, circuit analysis, and troubleshooting, offering career opportunities in LED manufacturing, lighting design, and research. The program also promotes innovation and sustainability in lighting solutions. Overall, the skill development programs and courses at Sree Ayyappa College equip students with practical skills, industry exposure, and specialized knowledge, significantly improving their employability. By integrating these programs into the curriculum, the college ensures that students are well-prepared to excel in their chosen fields and meet the demands of the job market

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 conducted quiz/essay competitions in the regional languages. 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. Given this, our university is focusing on curriculum development by 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 attainments of the COs are evaluated by mapping the marks scored by each student concerning the COs associated with the questions in the internal examinations. Since the University of Kerala has not shifted to a CO-based examination system, attainment of COs in the external examinations is not possible to be evaluated. Remedial measurements based on the attainment of COs are implemented by the institution. Attainment of PSOs and POs are partially evaluated based on result analysis and placements of students

20.Distance education/online education:

After the Covid-19 pandemic period, a hybrid mode of teaching and learning has been introduced using different online tools as per the demands of the situation. To enhance the online teaching facility College adopted LMS software 'SAC Campus Genie' to cope with the tremendous requirements 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 faculty lesson plans, 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(Campus Genie) platform, Google Classroom, and Google Meet in College Gsuite 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, virtual lab sessions, and conferences are also conducted in online mode. Our college has been established as a Local Chapter of SWAYAM NPTEL thus promoting online courses among our students

Extended Profile

1.Programme	
1.1	266
Number of courses offered by the institution across all programs during the year	
File Description	Documents
Data Template	View File
2.Student	
2.1	326
Number of students during the year	
File Description	Documents
Institutional Data in Prescribed Format	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	142
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	7.31474
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	113
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, affiliated with the University of Kerala, offers a diverse range of educational opportunities encompassing six undergraduate programs under the Choice Based Credit System and one postgraduate program. The college is committed to enhancing students' academic performance through various academic support and skill development initiatives. These include certificate courses, NPTEL courses, the Walk with a Scholar Program (WWS), Student Support Program (SSP), Bridge courses, Tutorial classes, Remedial classes, and seminars.

Each year, the institute releases an annual prospectus detailing the undergraduate and postgraduate programs offered, along with syllabus, Program Outcomes (POs), and Course Outcomes (COs) available on the college website.

The College Level Monitoring Committee (CLMC) prepares an academic calendar synchronized with the University calendar, ensuring efficient curriculum implementation and highlighting major academic

events.

Faculty members engage in academic meetings at the start of each academic year, developing lesson plans using Campus Genie, the college Learning Management System (LMS). Department Level Monitoring Committee (DLMC) and CLMC meetings further discuss academic matters and stakeholder feedback, driving necessary actions.

Additionally, syllabus revision workshops, teaching aids, ICT facilities, a well-equipped college library, continuous evaluation methods, semester-wise syllabus completion reports, and the oversight of the Internal Quality Assurance Cell (IQAC) all contribute to the holistic academic environment and effective curriculum implementation at Sree Ayyappa College

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.sreeayyappacollege.ac.in

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

The institution diligently adheres to the academic calendar, ensuring seamless integration with the University Academic calendar. The College Level Monitoring Committee (CLMC), constituted by representatives from various academic departments, plays a pivotal role in this process.

Under the auspices of the CLMC, an Institutional level academic calendar is meticulously prepared, taking into account the directives from the University and the specific requirements of the institution. This calendar serves as a guiding framework for all academic activities throughout the academic year.

One of the crucial components of the academic calendar is the scheduling of Continuous Internal Evaluation (CIE) assessments. CLMC, in collaboration with faculty members, designs timetables for series test papers and model examinations. These timetables are structured to ensure adequate coverage of syllabi and provide students with ample preparation time. Additionally, they are designed to minimize overlaps and conflicts with other academic commitments, thereby facilitating a conducive environment for

academic growth and assessment.

The institution recognizes the significance of CIE in fostering a culture of continuous learning and improvement. By adhering to the academic calendar and the timely conduct of CIE assessments, the institution endeavors to uphold academic integrity and excellence, nurturing a conducive environment for holistic development and student success.

File Description	Documents
Upload relevant supporting document	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

A. All of the above

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

1.2 - Academic Flexibility

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

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

6

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

1.2.2 - Number of Add on /Certificate programs offered during the year

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

1

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

1

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 University of Kerala, our affiliated institution, has made significant strides in incorporating essential topics such as professional ethics, gender sensitivity, human values, and environmental sustainability into the curriculum.

Gender sensitivity is prioritized through initiatives like the

Women's Study Unit "Sakhi," which conducts awareness programs and workshops on gender-related issues. Moreover, our B.A. English program features a specialized course on gender and sexuality. International Women's Day and Pride Day celebrations further highlight the college's commitment to gender inclusivity and empowerment.

Environment and sustainability are focal points, with student clubs like Bhoomithra and Eco and Biodiversity promoting conservation efforts. The University mandates environmental studies in all undergraduate programs, supplemented by add-on courses and field visits dedicated to sustainability. World Environment Day and similar events are observed through awareness campaigns and tree-planting drives.

Professional ethics and human values are ingrained across disciplines, exemplified by courses on subjects like Professional Ethics and Intellectual Property Rights. Capacity-building programs and workshops reinforce ethical principles, fostering traits like honesty, respect, and accountability. Through these initiatives, the college endeavors to cultivate responsible professionals who contribute positively to society.

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

11

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	No File Uploaded
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

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

157

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

B. Any 3 of the above

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

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
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File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.sreeayyappacollege.ac.in/feedback

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

83

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

14

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

At this institution, upon admission, comprehensive data on new students is collected to understand their individual needs. Through

specialized Orientation and Bridge courses, students are categorized as either advanced or slow learners, allowing for tailored support. Advanced learners receive guidance on upcoming entrance exams and higher education opportunities, and are encouraged to participate in seminars and workshops. Slow learners benefit from remedial classes where they can address areas of difficulty and engage in peer teaching sessions for enhanced learning. Each group is overseen by class tutors, ensuring all students receive the necessary guidance and support. This approach ensures that all students have the opportunity to excel academically and reach their full potential.

File Description	Documents
Paste link for additional information	Nil
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
326	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

In contemporary educational paradigms, the focus has shifted towards student-centric methods to enhance learning experiences. This report explores the efficacy of experiential learning, participative learning, and problem-solving methodologies in the teacher learning process.

Experiential Learning: Experiential learning involves hands-on experiences that facilitate active engagement and reflection. Teachers immerse themselves in real-world scenarios, encouraging experimentation and learning through trial and error. By experiencing the learning process firsthand, educators gain deeper insights into effective teaching strategies and student needs.

Participative Learning: Participative learning fosters collaboration

and interaction among students and teachers. Through group discussions, debates, and collaborative projects, educators actively involve students in the learning process. This approach promotes critical thinking, communication skills, and empathy, enriching both teaching and learning experiences.

Problem-Solving Methodologies: Problem-solving methodologies equip teachers with the skills to tackle complex challenges in education. By addressing real-life problems within the classroom context, educators cultivate resilience, creativity, and adaptability. Through iterative problem-solving cycles, teachers refine their instructional practices to better meet the diverse needs of students.

The institution ensures student representation across all its activities through the College Union, NSS units, and various active clubs. Student representatives play vital roles as committee members, facilitating participation in decision-making processes and promoting transparency. This engagement also fosters a sense of responsibility among students, contributing to their holistic development within the institution.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

ICT enabled tools were effectively utilized to improve teaching learning process. Various steps were taken by the management, institution as well as faculty members for the effective utilization of the ICT tools. NPTEL stands out as a beacon of high-quality online education, providing access to courses from esteemed institutions like the Indian Institutes of Technology (IITs) and the Indian Institute of Science (IISc). Concurrently, platforms like Zoom have become indispensable for colleges, facilitating synchronous lectures, virtual meetings, and interactive webinars, fostering engagement and collaboration among students and faculty members. Additionally, Google Classroom serves as a versatile learning management system, enabling seamless content distribution, assignment submission, and feedback mechanisms, while online classes offer flexibility and accessibility, empowering learners to access

educational resources from anywhere with an internet connection.

Moreover, college leverage digital assessment tools integrated with classroom platforms to conduct secure online exams, ensuring academic integrity while providing convenience and flexibility to students. The integration of INFLIBNET enriches the educational experience by granting access to extensive digital libraries and research materials, facilitating scholarly inquiries and comprehensive literature reviews. Furthermore, smart classrooms equipped with interactive whiteboards, projectors, and multimedia tools create dynamic learning environments, where educators employ multimedia content and collaborative tools to engage students actively and visualize complex concepts. Collectively, these ICT-enabled tools create a holistic ecosystem that not only enhances teaching and learning but also fosters collaboration, innovation, and lifelong learning in the digital age.

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

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

2.3.3.1 - Number of mentors

25

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

15

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

286

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

2.5 - Evaluation Process and Reforms

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

Sree Ayyappa College, Eramallikara, ensures academic excellence through a well-structured internal exam system. These exams assess

student progress and align with university standards. A College Level Monitoring Committee oversees the process, while departments establish their own committees for discipline-specific execution. The Principal communicates guidelines and schedules, and departments provide detailed timetables. Exams follow university-prescribed question patterns, designed to test comprehension, analytical skills, and subject knowledge. Faculty prepare papers according to these models, ensuring fairness. Timely results allow students to track progress and address any concerns quickly..

File Description	Documents
Any additional information	View File
Link for additional information	https://www.sreeayyappacollege.ac.in/aqar_2022_23/criteria_2/2.5/Internal Assesment.pdf

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

Students with grievances related to internal exams can initially approach their respective class in-charge faculty member. Students must submit a formal written complaint outlining their grievance and the steps taken at tier 1. The class in charge should attempt to resolve the issue promptly and amicably. If the grievance remains unresolved at the class level, students can escalate the concern to the Department Level Grievance Committee (DLMC) which is tier 2. DLMC will review the complaint and the committee aims to find a fair and satisfactory resolution within a defined timeframe. In cases where the DLMC's decision is not satisfactory, students have the right to appeal to the College Level Monitoring Committee (CLMC) (tier 3) through DLMC, outlining the grievance, previous actions taken, and the reason for dissatisfaction with the DLMC's decision. The CLMC will thoroughly investigate the matter and provide a final, binding decision. If CLMC can't resolve the issue it will be further directed to ULMC (University Level Monitoring Committee for further action).

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://www.sreeayyappacollege.ac.in/grievance-redressal-cell

2.6 - Student Performance and Learning Outcomes

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

As an affiliate of the University of Kerala, our institution follows the prescribed Programme and Course outcomes set by the University. These outcomes encompass essential graduate attributes such as deep disciplinary knowledge, critical thinking, research awareness and skills, scientific reasoning, effective communication, practical skills, self-directed learning, and ethical awareness. The institution's commitment to ensuring the achievement of programme and course outcomes is further demonstrated through the involvement of institutional bodies like CLMC and IQAC, which work closely with departments to facilitate understanding and implementation. Faculty members, particularly those serving on University level academic bodies, play a pivotal role in these efforts, leading discussions on curricular outcomes and guiding students on the expected learning behaviors. Moreover, the institution's approach to internal Assessment reflects its emphasis on aligning assessment methods with achievement of curricular outcomes, thereby fostering a comprehensive and effective learning environment. The University of Kerala's systematic approach to communicating and achieving Programme and Course Outcomes underscores its commitment to holistic education. By integrating in-depth disciplinary knowledge, critical thinking, research skills, and ethical awareness into its curriculum, the institution equips students with the skills and mindset necessary for success in their chosen fields. Through collaborative efforts between faculty, institutional bodies, and students, the University fosters a culture of continuous learning and self-improvement, ensuring that graduates are well-prepared to meet the challenges of the modern world.

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

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

In the institution, faculty and students are familiar with the outcomes for each course, and the curriculum is adjusted to achieve these outcomes. The achievement of outcomes is assessed through internal and external student evaluation. End semester exams are

conducted by the University, and student's performance is analyzed to measure the attainment of outcomes. Internal tests are conducted with a focus on programme and course outcomes. Question papers of internal exams cover important knowledge and skill areas. Viva voce, classroom quizzes, assignments/seminars, and practical work also help assess outcomes. Feedback from students, parents and teachers is collected to assess satisfaction and suitability of outcomes. Additionally, student's performance in projects, internships, placements and progression after course completion are considered evidence of outcome achievement.

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

2.6.3 - Pass percentage of Students during the year

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

69

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	Nil

2.7 - Student Satisfaction Survey

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

<https://www.sreeayyappacollege.ac.in/student-satisfaction-survey>

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)****11**

File Description	Documents
Any additional information	No File Uploaded
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 teachers recognized as research guides (latest completed academic year)**3.1.2.1 - Number of teachers recognized as research guides****4**

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year**3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year****1**

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://kscste.kerala.gov.in/

3.2 - Innovation Ecosystem

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

Sree Ayyappa College cultivates a dynamic research environment that ignites innovation. An incubation centre empowers budding researchers with guidance and resources to transform ideas into reality. Workshops and information sessions bridge the knowledge gap by equipping students and faculty with cutting-edge research methodologies. INFOFEST annual series foster cross-cultural exchange and collaboration. Dedicated research guides in each department offer expert advice, support topic selection, and provide valuable feedback throughout the research process, ensuring high-quality projects. Departmental and interdisciplinary seminars and workshops allow researchers to present findings, receive feedback, and engage in stimulating discussions, furthering knowledge creation. This comprehensive framework equips researchers with the skills, resources, and opportunities to not only excel in research but also potentially improve students' metacognitive learning skills, leading to a deeper understanding of their chosen fields.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.sreeayyappacollege.ac.in/incubation-centre

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

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

8

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards	
3.3.1 - Number of Ph.Ds registered per eligible teacher during the year	
3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year	
1	
File Description	Documents
URL to the research page on HEI website	https://www.sreeayyappacollege.ac.in/agar_2022_23/criteria_3/3.2/Guideship.pdf
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File
3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year	
3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year	
2	
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
3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year	
3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year	
1	
File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

The college actively strives to instil strong value systems in its students, recognizing their significant role in fostering human principles and individual potential. with a focus on achieving Sustainable Development Goals. The college sensitises students to embrace Responsible Roles in social development, positively influencing their personal growth. The growth and development of an Institution should aim to align with widely recognized sustainable development goals. Sree Ayyappa College, through its comprehensive year-by-year plan of action, diligently works towards implementing strategies to attain these objectives. The College's Diverse Clubs activities, including NSS, Bhoomithra Sena, Women's Club, Science Club, department associations, etc., collaborate synergistically to execute the action plan effectively.

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

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

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

2

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

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

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

71

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

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

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

2248

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

3.5 - Collaboration

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

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

3

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

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

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

1

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
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 20 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://sreeayyappacollege.ac.in/aqar_2022_23/criteria_4/4.1.1/4.1.1_Infrastructure_2024.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://sreeayyappacollege.ac.in/aqar_2022_23/criteria_4/4.1.2/4.1.2_Sports_2024.pdf

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

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_1.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)

8.42445

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, 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/facility/central-library

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

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

0.2791

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

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

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

35

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 by time 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 total, 113 computers are available in college. They are assembled for various computing

needs such as in labs for students, at office for staff, library, department etc.

Currently in the academic year 2022-2023, the college provides internet with the bandwidth speed of 200 Mbps FTTH facility. At present, a total of six connections (200 Mbps FTTH) 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

113

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

7.31474

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.

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

154

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

71

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/agar_2022_23/criteria_5/5.1.3/5.1.3_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

150

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

150

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

<p>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</p>	<p>A. All of the above</p>
--	-----------------------------------

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	No File Uploaded
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

6

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

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

5.2.2.1 - Number of outgoing student progression to higher education

22

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

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

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

2

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

2

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	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 for the academic year 2022-23 was held on 5/12/2022. Students also have representation in administrative bodies like IQAC, CLMC . Student representatives of clubs will take a lead role in organizing various activities. College Union facilitates students to engage effectively in co-curricular and extracurricular activities and provides opportunities for training as good citizens.

Students Union Representatives

Chairman : Akash G Anil

Vice Chairperson: Akshaya B T

General Secretary : Abhiraj P K

Magazine Editor: Feba A T

University Union councilor :Abin Jacob Manoj

Arts Club Secretary: Sanup Das

Sports Club Secretary: Vishnu P,

Third DC Rep: Shethal K M

Second DC Rep: Abhijewl S L

First DC Rep: Prija P

Lady Rep: Amina S

Surya SC/ST Rep: Akash S

The major events held in the college with active involvement and initiative of the Students are:-College Union Inauguration: 8th January 2023, International Women's Day Celebration: 8/3/2023, Holi Celebration: 8/3/2023, Sports Day:23-27 February 2023, Arts Fest Competitions : 6/3/2023&7/3/, College day: 30/3/2023,

File Description	Documents
Paste link for additional information	Nil
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

33

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	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

Our institution is blessed with a registered Alumni Association that plays a crucial role in contributing to the development of the college. The Association was registered under the Travancore Cochin

Charitable Societies Act 12 of 1955, Government of Kerala with effect from 19/01/2023(Registration number ALP/TC35/2023).

Objectives of the Alumni Association:

1. **Maintaining Constant Contact:** The association regularly organizes alumni meets, bringing together former students and staff from various batches.

2. **Promoting Academic Excellence:** "Smruthimadhuram", the Career Guidance Wing of the association organized atalk on 'How to face an interview confidently' on 24/03/2023. Mr. Abhijith. M of 2011-2014 batch of the Department of Computer Science has led the session. 40 students participated in the program.

3. **Supporting Higher Education Objectives:** Motivational session was conducted on July 12th, 2022 by the alumni member of the Computer Science Department(BSc CS 2019 admn), First Rank Holder, Kerala MCA Entrance examinations 2022. She explained about the preparation of a resume, and LinkedIn profile, and the importance of completing certificate courses offered by SWAYAM, Coursera etc. The PG courses offered by CUSAT, Delhi University, NIITs, IITS, Central Universities, and State Universities were discussed in detail.

4.**Providing Educational Assistance:** To support meritorious and economically backward students, the Alumni Association has promoted "Susmruthi", the scholarship Programme. by distributingscholarships worth Rs. 33500/-.

File Description	Documents
Paste link for additional information	https://www.sreeayyappacollege.ac.in/alumni
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 the Travancore Devasom Board, and the Principal, who are actively involved in the administration of the College. The management provides effective leadership by involving all staff and students in decision-making. The institution promotes a culture of participative management at various levels:

Strategic Level: The Principal, along with the Head of Departments, faculty members, and non-teaching staff, defines policies, procedures, and academic calendars, and prepares rules and regulations.

Functional Level: Faculty members share knowledge among themselves, students, and staff while working on committees. They provide quality education aligned with the institution's mission, vision, and objectives.

Operational Level: The Principal interacts with the University, external agencies, and faculty members. Students and office staff work with the Principal and faculty on various academic, administrative, extension-related, and extracurricular activities. Student 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 system that provides operational independence to different roles to ensure decentralized governance.

Principal Level: The Principal is the administrative and academic head and chairs the IQAC. They and the College Council nominate committees for planning and implementing academic and student administration policies.

Our institution believes in a democratic working where every voice and all ideas are relevant. The college council offers valuable insights to the Principal and has an indispensable role in the functioning of the college. Academic activities are planned and implemented under the College Level Monitoring Committee (CLMC) and various Department Level Monitoring Committees (DLMCs).

Faculty Level: Faculty members are represented in various committees nominated by the College Council, the Governing Body, the IQAC, and others. The composition of these committees is reviewed yearly to ensure equal distribution of duties for faculty development.

Student Level: The Chairman of the Students' Union is a governing council member. Students are encouraged to participate in various activities actively, and the roles within the Students' Union further promote decentralization.

Non-Teaching Staff Level: Non-teaching staff are represented in the governing council and the IQAC. Their suggestions are considered in policy-making and decision-making processes.

The functioning of these levels and their reports are included on 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 functioning of the college is overseen by the Travancore Devaswom Board. The Secretary to the Devaswom Board acts as the Manager of the college. The principal acts as the executive head of the institution, managing the everyday undertakings of the institution. IQAC prepares perspective, strategic, and annual action plans to enhance academic excellence, improve infrastructure, support student welfare, foster industry partnerships, engage with the community, and ensure financial sustainability. By implementing these plans, the college can strive towards becoming a leading educational institution known for its quality education, research, and holistic development of students.

The institution's strategic/perspective plan is effectively deployed on our college website. The perspective plan for 10 years is based on Academic Excellence, Infrastructure Development, Student Support and Welfare, Industry Partnerships and Employability, Community Engagement, Accreditation and Rankings, Alumni Engagement, Financial Sustainability, Continuous Improvement and Evaluation, and International Collaboration. This plan delineates the primary areas of emphasis for the institution between 2023 and 2033. By executing this plan, the college endeavours to ascend as a preeminent educational institution renowned for its exceptional education, groundbreaking research, and comprehensive student development.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.sreeayyappacollege.ac.in/plan-of-action
Upload any additional information	No File Uploaded

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

The college is overseen by the Travancore Devaswom Board, with the Secretary serving as the Manager. The Principal acts as the executive head, managing the institution's daily operations.

Policies and Procedures: The Principal executes decisions from the Administering body according to Government and University of Kerala standards. The College Council discusses and implements important management strategies. The IQAC formulates policies after discussions and meetings. The college website showcases these policies, which are implemented by departments, clubs, committees, and other bodies.

Administrative Setup: At the start of the academic year, the Principal conducts a staff meeting to select teachers as conveners of various clubs and committees. The collaboration of faculty members is crucial for the successful functioning of these groups, contributing to overall staff and institutional development. Non-teaching staff duties are assigned through released proceedings. The Head Accountant manages office administration.

Appointment: Vacancies are reported to the DCE, Government of

Kerala. Assistant Professors are appointed following UGC guidelines and University regulations.

Promotion: Teacher promotions follow UGC regulations for the Career Advancement Scheme (CAS) and Performance-Based Appraisal System (PBAS). 3teaching faculty members have submitted promotion proposals to the university. All members follow Kerala University Statutes and Kerala Service Rules.

Service Rules and Procedures: All members adhere to Kerala University Statutes and Kerala Service Rules. Teacher promotions follow UGC regulations for CAS and PBAS. Four non-teaching staff were promoted

File Description	Documents
Paste link for additional information	https://www.sreeayyappacollege.ac.in/Policy
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 inter faces	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

The college has implemented several welfare measures to improve the

mental and physical health of its staff, enhance their motivation, and develop their critical thinking skills. Teachers are encouraged to participate in workshops, seminars, training programs, and refresher courses, with duty leave granted for this purpose. The Parent-Teacher Association (PTA), in collaboration with the Management, provides salary advances to government guest lecturers and newly appointed staff members until they receive their salaries. The Staff Association assists staff members in dealings with the University and the Office of the Deputy Director of Collegiate Education, offering services that benefit all college staff.

Upon retirement, staff members are recognized and appreciated by the institution through the presentation of a memento during college events. Female staff members are provided with hostel facilities upon request. The library and laboratory facilities are continuously upgraded to promote research, and all teachers have free internet access while on campus.

In compliance with government rules, the college has implemented various welfare schemes such as Provident Fund, MediClaim, Pension Scheme, GIS, SLI, Medical Reimbursement, Medisep, Leave surrender, PF loan, Gratuity, DCRG, NPS, Maternity leave, and Paternity leave. These measures, governed by the Kerala Service Rules (KSR), help employees realize their full potential.

File Description	Documents
Paste link for additional information	Nil
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

8

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

2

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

3

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

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

The institution has effective welfare measures for its employees, most governed by the Kerala Service Rules (KSR), which support their professional growth.

Performance Appraisal System: The performance of both teaching and non-teaching staff is evaluated as per the rules of the UGC, the University, and the Government of Kerala. When a faculty member is due for promotion, a Performance Based Appraisal System (PBAS) is submitted to the Principal. The Internal Quality Assurance Cell (IQAC) evaluates the self-appraisal report, which then requests the University to form a screening committee. This committee, consisting of two subject experts appointed by the University, the Principal, and the Head of the Department, assesses the PBAS Performa, the screening committee reports, and the institute's Manager's recommendation before submitting the proposal to the University.

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

6.4 - Financial Management and Resource Mobilization

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

The institution conducts regular internal and external financial audits. The college receives funds primarily from UGC, KSCSTE, State

NSS cell, and state/central government funding agencies such as FOSSCELL, Women Study Unit, Bio-Diversity Club, Boomithrasena Club PTA, and Management (TDB). Designated teachers are authorized to mobilize and utilize funds allocated to their domains, enabling them to manage resources efficiently and contribute to the institution's initiatives.

Stakeholders are informed about the sanctioned budget and are directed to keep records of financial transactions. At the end of the financial year, an annual budget summary is prepared, along with proofs of expenditure like receipts. These statements are verified by the Accountant General and authorities in the Department of Collegiate Education during final auditing. Files regarding UGC or government schemes are sent for external auditing, where a qualified Chartered Accountant verifies records. After necessary corrections, final reports and certificates are issued. Periodical audits by the Department of Collegiate Education ensure compliance with rules and regulations, proper maintenance of financial aids, and maintenance of financial records for schemes and payments received and transferred.

External Academic and Administrative Audits (AAA) of all departments and the college library are conducted under the coordination of the College IQAC

File Description	Documents
Paste link for additional information	Nil
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)

53

File Description	Documents
Annual statements of accounts	No File Uploaded
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 institution has a well-organized and transparent approach to mobilizing financial resources from both government and non-government sources. The main goal of the policy document for resource mobilization is to identify resources available for various programs, manage funds efficiently, and expand the resource base to achieve set goals. The document outlines procedures for efficient fund utilization.

Funds from Various Sources: The college receives funds mainly from UGC, KSCSTE, State NSS cell, state/central government funding agencies such as FOSSCELL, Women Study Unit, Bio-Diversity Club, Boomithrasena Club, PTA, and Management (TDB). Designated teachers are authorized to mobilize and utilize funds allocated to their domains, enabling them to manage resources efficiently and contribute to the institution's initiatives.

Optimal Utilization of Resources: A purchase committee determines fund allocation to each department. Funds can be allocated for various purposes, from purchasing books to modifying infrastructure. Departments submit proposals stating their needs and expenses, and funds are distributed accordingly. State government financial aid is used for maintaining various clubs, while funds for the management/PTA are used for salary advances for contract staff and meeting developmental needs and scholarships.

File Description	Documents
Paste link for additional information	https://www.sreeayyappacollege.ac.in/clubs-cells
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 organized

i) Online Workshop on NAAC Document Preparation Through LMS Platform for faculty members. Campus Genie Programme Coordinator Mr Saji lead the workshop. All the document and report preparations for criteria I and II were demonstrated in the meeting. All HoDs and NAAC Criteria conveners actively participated in the meeting.

ii) A Capacity Building workshop was conducted for teaching and nonteaching staff of the institution. The main objective of the workshop was to impart the professional skill for the accreditation work of the institution.

III) The two-day orientation program for first-year undergraduate students aimed to provide a comprehensive introduction to academic and campus life, fostering a smooth transition into higher education. Through a series of interactive sessions, workshops, and campus tours, the program intended to familiarize students with the college's academic policies, resources, and support services.

iv) Conducted the Academic and Administrative Audit (AAA) (external) to ensure that all departments and the college library had implemented adequate and effective quality assurance mechanisms in terms of strategies, procedures, and their applicability, which ensured quality inputs and consequently quality outputs; their agility in ensuring continuous improvements along with the review of available resources, their optimal utilization, additional resource requirements for providing quality education.

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

Firstly, we have established an Internal Quality Assurance Cell (IQAC) by the guidelines and norms provided by accrediting bodies or

regulatory authorities. This IQAC serves as a nodal agency for coordinating quality-related activities by formulating quality policies and objectives. Self assessment involves collecting and analysing feedback from students, faculty, alumni, employers, and other stakeholders. Based on the analysis, action plans are formulated to address the identified areas for improvement. These action plans are comprehensive and include specific strategies, timelines, responsibilities, and resources required for implementation. The IQAC closely monitors the implementation of improvement initiatives across various departments and functional units of the institution. Regular meetings, progress reports, and performance indicators are utilized to track the progress of these initiatives. Learning outcomes are continuously assessed and evaluated to gauge the effectiveness of the teaching-learning processes. Various assessment tools such as examinations, assignments, projects, and rubrics are employed to measure the attainment of desired learning outcomes. All quality-related activities, including self-assessment reports, action plans, implementation status, and outcome assessment results, are documented systematically. These documents serve as a repository of institutional memory and are utilized for internal review as well as external accreditation processes. The IQAC conducts periodic reviews and audits to reflect on the effectiveness of quality enhancement efforts and to identify areas that require further attention. Incremental improvements and achievements are celebrated and recognized across the institution to foster a culture of quality excellence and continuous improvement.

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

A. All of the above

Certification, NBA)	
File Description	Documents
Paste web link of Annual reports of Institution	https://www.sreeayyappacollege.ac.in/college-annual-report
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	
<p>Sree Ayyappa College believes in a world of equal opportunities for all, the college upholds the tradition of the holistic growth of individuals, and remains steadfastly rooted in the culture of inclusivity and unity in diversity. The curriculum followed is women-centric, promoting the dynamic participation of women in academic, social, cultural and political spheres. The college observes Women's Day with a series of programmes, incorporating interactions with women leaders, workshops to hone the productive potential of women and cultural programmes that celebrate women. Pride Month is observed with a host of programmes that convey the message of gender sensitivity and inclusivity.</p> <p>Specific facilities provided and measures initiated by the college for the students include: 1. Safety and Security ? Surveillance cameras at various vantage points enable round-the-clock checking by security guards at the gate to ensure safety. ? It is made mandatory that all students must wear ID cards. ? Hostel offers residential facilities for women with appropriate security arrangements. ? Self defense training programme was conducted for the female students</p> <p>2. Common Rooms ? There are incinerators in the toilet to dispose of the used sanitary pads. ? Sick room facility with a bed and first aid kit is provided for emergency treatment.</p> <p>3. Other Measures ? The Women's Study Cell of the college conducts</p>	

various gender sensitization programmes and awareness campaigns on women's safety. ? Grievance Redressal and Internal Complaints Committee redress the grievances of its stakeholders to ensure gender equity.

File Description	Documents
Annual gender sensitization action plan	https://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://sreeayyappacollege.ac.in/aqar_2022_23/criteria_7/7.1.1/Gender_Equity_Programmes.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 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 "Harithakarmasena". 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 microorganisms. 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	View File

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

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

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

B. Any 3 of the above

4. Ban on use of plastic	
5. Landscaping	
File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded
7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	A. Any 4 or all of the above
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded
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	D. Any 1 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	No File Uploaded
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 strata 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, the teachers help students of different calibre in learning to achieve and perform their max. 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.

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

Sree Ayyappa College not only promotes the learning of students by only focusing on the academics but also ensures that each and every students are 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	https://sreeayyappacollege.ac.in/aqar_2022_23/criteria_7/7.1.11/Values_Ethics.pdf
Any other relevant information	Nil

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

C. Any 2 of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
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. SAC follows the motto of 'Unity under Diversity'. Every year SAC 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. The institution also celebrates World Environment 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	No File Uploaded
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.

Title of the Practice: "Sahajeevanam"

Objectives of the Practice:

- To ensure the well-being of the community and lend a hand to those in need
- To inculcate the values of empathy and social-commitment to students
- To make the students aware of the socially and economically marginalised people in the society
- Personality development of the students through social service
- To equip students to think beyond academics and to connect with the realities of the world
- Problems encountered and Resource Required
- Time constraints owing to the taxing academic schedule of the CBCSS system can only be overcome if social service becomes a mandatory part of the curriculum.
- Lack of enough financial support and facilities to create a larger social impact. Outreach of the initiative could have been enhanced, had we been able to obtain financial support from corporates or NGOs.
- Lack of convenient transportation since the college is situated in a rural area
- Title of the Practice: "Vimukthi"

Objectives of the Practice:

Sree Ayyappa College, Eramallikkara has always played an extensive role in moulding the students into socially-committed individuals. The Palliative Care activities of 2022-23, "Saanthwanam" has pursued the following aims and objectives:

1. To render help to the maximum number of patients with the allotted amount
2. To identify the economically underprivileged

palliative care patients 3. To lend helping hands for the mental well-being of children under palliative care.

File Description	Documents
Best practices in the Institutional website	https://www.sreeayyappacollege.ac.in/agar_2022_23/criteria_7/7.3/Best Practice Vimukthi.pdf
Any other relevant information	https://www.sreeayyappacollege.ac.in/agar_2022_23/criteria_7/7.3/Best Practice 2 AQAR.pdf

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

Nestled in a remote hamlet where the Pampa and Manimala rivers converge, Eramallikkara is home to a unique and picturesque terrain. The establishment of this institution was driven by a noble vision - to disseminate knowledge among the underdeveloped and rural population, nurturing brilliant minds for the betterment of society and humanity. A strong commitment to preserving Eramallikkara's rich cultural heritage lies at the core of the college's values, prompting active engagement in safeguarding local customs, values, and traditions. Moreover, the institution takes pride in uplifting the rural community by fostering curiosity and intellectual growth through initiatives such as establishing libraries and conducting awareness classes. This approach instils a profound sense of identity and pride among both the students and the community of Eramallikkara.

In summary, the institution stands out due to its dedication to knowledge dissemination, cultural preservation, community upliftment, and ecological studies. It is a beacon of learning and progress, working tirelessly to shape responsible citizens who can positively impact society and serve humanity. Despite the challenges posed by its unique terrain, the college's unwavering commitment to its vision makes it a source of inspiration and pride for Eramallikkara and its people.

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

7.3.2 - Plan of action for the next academic year

1. Construct an open auditorium and multimedia lab. Renovate the college auditorium. Renovation of the college playground and the installation of solar grid systems for sustainable energy solutions
2. Submit SSR Cycle II. Prepare for the NAAC Visit of Cycle II to achieve a better grade. Upload AQAR for the academic year 2021-2022 on the NAAC website.
3. Prepare the Program Calendar by collecting action plans from all departments and clubs. Ensure timely publication of the Academic Calendar.
4. Strengthen the activities of the Student Internal Quality Assurance Cell (SIQAC) by ensuring the involvement of students in quality assurance processes.
5. Fully equip the SAC LMS platform (Campus Genie) through regular workshops and faculty review meetings.
6. Promote the conduct of workshops, seminars, and conferences.
7. Conduct Green Audits, Energy Audits, Environment Audits, Gender Audit, Academic, and Administrative Audits.
8. Encourage faculty members and non-teaching staff to attend conferences, workshops, and training programs. Ensure financial support from the Staff Club. Process PBAS (Performance Based Appraisal System) of faculty members.
9. Collect and analyze feedback from students, employers, parents, and teachers
10. Ensure registration of college alumni and extend their support.

11. Ensure institutional and other scholarships are distributed through the scholarship committee.
12. Revise college website pages with updated documents and information.
13. Apply for research center establishment and seek government funds.
14. Complete all skill/add-on courses and extend the activities of the incubation center.