



YEARLY STATUS REPORT - 2023-2024

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_2022-23.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_2023-24.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	31/01/2029

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**

- Upload latest notification of formation of IQAC [View File](#)

9. No. of IQAC meetings held during the year **11**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report **No File Uploaded**

10. Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**

- If yes, mention the amount

11. Significant contributions made by IQAC during the current year (maximum five bullets)

Completed the second cycle of NAAC Accreditation with a triple jump from a B grade in the first cycle to an A grade in the second cycle

Conducted Webinar/workshop on Professional Ethics & Code of Conduct, National Education Policy, Academic Bank of Credits, and Outcome-based Education for faculty/students.

Took initiatives for the conduct of the Orientation Programme and Bridge courses for newly admitted students

Encouraged the teachers to participate in Orientation, Refresher

courses, Faculty development program, Workshops, Conferences, and Seminars and steps were taken to provide financial aid through the staff club of the college

Conducted Academic & Administrative, Energy, Environment & Green audit. Efforts were taken to make the Campus Eco friendly.

12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
<p>Curricular Planning and Implementation: 1. To ensure the publication of College Academic Calendar by CLMC and Hand book by Convener 2. To ensure that Teaching plans are updated in Campus Genie LMS with the help of ERP Coordinator 3. Attainment of POs and COS are to be evaluated at department level</p>	<p>1. Ensured the publication of College Academic Calendar by CLMC and Hand book by Convener 2. Ensured that Teaching plans were updated in Campus Genie LMS with the help of ERP Coordinator 3. Conducted workshop on attainment of POs and COS and the same were ensured to be evaluated at department level</p>
<p>Academic Flexibility : Schedule of Skill Development courses for the academic year 2023-24 need to be done through incubation Centre</p>	<p>Arranged Skill Development courses for the academic year 2023-24 under the coordination of incubation Centre</p>
<p>Curriculum Enrichment : 1. Conduct of Webinar on National Education Policy. 2. Workshop to be arranged for faculty and students on Academic Bank of Credits</p>	<p>1. Conducted Webinar on National Education Policy. 2. Workshop was arranged for faculty and students on Academic Bank of Credits</p>
<p>Feedback collection and analysis/Student Satisfaction Survey : 1. Take initiatives for collecting Feedbacks from students, alumni and parents and Stakeholders. 2. Criteria I members need to analyze the feedbacks and publish the reports on college website. 3. Remedial actions need to be taken upon the feedbacks. 4. Student Satisfaction survey also</p>	<p>1. Took initiatives for collecting Feedbacks from students, alumni and parents and Stakeholders and to analyze the feedbacks and publish the reports on college website. As well as to take remedial actions upon the feedbacks. 2. Student Satisfaction survey also was conducted</p>

need to be conducted	
Catering to student diversity : IQAC has plans to take initiatives for the conduct of 1. Orientation Programme 2. Bridge courses 3. Classes for Slow/Week Learners	IQAC took initiatives for the conduct of 1. Orientation Programme 2. Bridge courses
Teaching-Learning Process : 1. IQAC need to take steps for publishing Master Time Table for Classroom teaching. 2. Measures need to be taken for implementing Interactive teaching learning methods, teaching by using PPT/ various software etc, effective usage of smart class rooms, Experiential learning through field visits and study tours, Collaborative teaching, screening of Video lectures 3. Introduction of MOOC / SWAYAM courses.	1. IQAC took steps for publishing Master Time Table for Classroom teaching. 2. Ensured the participation of students in MOOC / SWAYAM courses.
Teacher Quality/Faculty Empowerment Strategies : 1. IQAC will encourage the teachers to participate in Orientation, Refresher courses, Faculty development programme, Workshops, Conferences and Seminars. 2. Provide financial aid through staff club 3. Faculty will be motivated for pursuing his/her Ph.D. and any other relevant courses. 4. Take initiatives to conduct various training programmes and workshops 5. Conduct seminar on Professional ethics and code of Conduct	1. IQAC encouraged the teachers to participate in Orientation, Refresher courses, Faculty development programme, Workshops, Conferences and Seminars. 2. Provided financial aid through staff club 3. Took initiatives to conduct various training programmes and workshops 4. Conducted seminar on Professional ethics and code of Conduct
Student Performance and Learning Outcomes : 1. Result analysis and remedial measurements need to be taken 2. Give more	Ensured that outcome based evaluation was conducted at every academic evaluation process

importance to outcome based evaluation	
<p>Physical Facilities/IT infra structure/Campus Facility :</p> <ol style="list-style-type: none"> 1. Installation of Media lab, new classrooms for EMS students 2. Maintenance of roofing, painting and maintenance work of the buildings, reopening of College canteen 3. Disable friendly toilets and wash areas, improvement of toilet facility 4. Expand the band width of campus wi-fi 5. New digital class rooms 6. Installation of Solar energy system 7. College website revamping 	<ol style="list-style-type: none"> 1. Requests were submitted to Principal for maintenance work of the buildings. 2. Proposals were submitted for disable friendly toilets and wash areas, improvement of toilet facility 3. Participated in college website revamping
<p>Re-accreditation/NIRF/AISHE :</p> <ol style="list-style-type: none"> 1. Complete the second cycle of NAAC Accreditation with higher ranks 2. Establish a new system under IQAC for the third cycle 3. Submission of AQAR 2022-23 on a time bound manner 4. Participate in NIRF/KIRF 5. Submit data for AISHE 	<ol style="list-style-type: none"> 1. Completed the second cycle of NAAC Accreditation with a triple jump from b to A grade 2. Established a new system under IQAC for the third cycle 3. Steps were initiated for the submission of AQAR 2023-24 on a time bound manner 4. Participated in NIRF/KIRF 5. Submitted data for AISHE

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

- Name of the statutory body

Name	Date of meeting(s)
IQAC	19/12/2024

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	Sree Ayyappa College, Eramallikkara
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• Designation	Professor and Principal
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Name	Date of meeting(s)
IQAC	19/12/2024

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2023-24	17/12/2024

15. Multidisciplinary / interdisciplinary

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. We have organized a highly informative webinar on the "Academic Bank of Credit Scheme" exclusively for faculty members and students to facilitate this. Through this webinar, we aim to ensure that everyone involved understands the ABC system thoroughly. In line with the digital educational advancements, we have integrated the ABC system into the DigiLocker framework. We have registered all the first-year students in the Automated Permanent Academic Account Registry and are provided with APAAR id. ABC registration of second and final-year UG students is progressing in parallel.

17.Skill development:

The college is committed to the holistic development of its students by fostering skill enhancement and preparing them for the dynamic job market. In this regard, the college has established a state-of-the-art Incubation Center in collaboration with various teaching departments. The Incubation Center serves as a hub for conducting skill-oriented certificate courses and add-on courses tailored to meet the evolving industry requirements and academic needs. These initiatives equip students with practical skills, fostering innovation, entrepreneurship, and hands-on experience. Additionally, the college's ASAP (Additional Skill Acquisition Programme) and the Career Guidance Cell play a pivotal role in enhancing the employability and competency of students. Through workshops, training sessions, and career counseling, students are exposed to essential professional and technical skills. The Career Guidance Cell also works closely with industry experts to provide career pathways and facilitate internships, helping students bridge the gap between academics

and industry expectations. The college remains dedicated to offering a dynamic learning ecosystem where students gain real-world exposure and develop critical skills. These structured programmes empower students with technical expertise, soft skills, and entrepreneurial abilities, ensuring they emerge as competent professionals ready to contribute to society and excel in their careers.

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 CObased 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

2.1 256

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 44

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

File Description	Documents
Data Template	View File

2.3 101

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 38

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

Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	266
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	256
File Description	Documents
Institutional Data in Prescribed Format	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	44
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	101
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	38
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	21
Total number of Classrooms and Seminar halls	
4.2	3364372
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	115
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The University of Kerala-affiliated Sree Ayyappa College provides a wide array of academic programs, including six undergraduate courses under the Choice Based Credit System and one postgraduate program. The institution implements various supportive measures and skill-building initiatives to foster students' academic achievements. These encompass certificate programs, NPTEL courses, Bridge courses, Tutorial sessions, 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/syllabus

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

The College Level Monitoring Committee designs an academic calendar to guide students and teachers, outlining tentative dates for exams, activities, and vacations. The University of Kerala publishes a yearly academic calendar, which the Academic Planning Committee and IQAC use to create the institution's version, available on the website and in the prospectus.

This calendar fosters scientific thinking through structured activities and ensures systematic syllabus coverage. It highlights examination schedules, adhering to the University of Kerala's guidelines. Continuous Internal Evaluation (CIE) includes tests, assignments, seminars, and model exams, conducted via traditional methods and the Google platform LMS. Practical CIE employs presentations, projects, internships, and surveys. Exam details are shared on notice boards and social media, with provisions for retests.

Co-curricular activities such as quizzes, debates, exhibitions, and industrial visits are incorporated, alongside department-led add-on courses. The calendar also schedules induction programs, bridge courses, parent-teacher meetings, placement drives, and conferences. This comprehensive planning ensures a balanced academic and co-curricular environment, supporting student growth and institutional efficiency

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.sreeayyappacollege.ac.in/uploads/downloads/Academic_Calendar_2023-24.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

B. Any 3 of the above

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

1.2 - Academic Flexibility

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

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

7

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

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

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

3

File Description	Documents
Any additional information	No File Uploaded
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

67

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, with which our institution is affiliated, has made notable progress in integrating crucial subjects like professional ethics, gender sensitivity, human values, and environmental sustainability into its academic programs.

The institution emphasizes gender sensitivity through various means. The Women's Study Unit "Sakhi" organizes awareness programs and workshops on gender-related topics. Additionally, the B.A. English curriculum includes a dedicated course on gender and sexuality. The college demonstrates its commitment to gender inclusivity and empowerment by celebrating International Women's Day and Pride Day.

Student organizations such as Bhoomithra and Eco and Biodiversity actively promote conservation efforts. Environmental studies are mandatory for all undergraduate students, as mandated by the University. This core requirement is complemented by additional courses and field trips centered on sustainability. The institution observes World Environment Day and similar occasions through awareness campaigns and tree-planting initiatives.

Professional ethics and human values are woven into various academic disciplines. This integration is exemplified by courses covering topics like Professional Ethics and Intellectual Property Rights. The college reinforces ethical principles through capacity-building programs and workshops, nurturing qualities such as honesty, respect, and accountability. These efforts aim to produce responsible professionals who will make positive contributions 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

7

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

124

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/uploads/downloads/Feedback_Report_2023-24.pdf
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	View File

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
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File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.sreeayyappacollege.ac.in/uploads/downloads/Feedback_Report_2023-24.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

78

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

12

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

Sree Ayyappa College offers a range of initiatives to support diverse learning needs and ensure all students succeed,

regardless of their academic backgrounds. Key programs include:

1. **Remedial Teaching:** Provides targeted assistance to help students struggling with specific subjects, aiming to bridge knowledge gaps and improve performance.
2. **Tutorial Classes:** Offers personalized, smaller group sessions for individual attention, addressing doubts and reinforcing subject comprehension.
3. **Bridge Course:** Assists students from varied educational backgrounds in transitioning to college-level coursework by filling foundational knowledge gaps.
4. **Orientation Course:** Familiarizes students with the college environment, policies, and available resources to ease their integration into college life.

These initiatives reflect the college's commitment to fostering academic and personal growth, providing equitable opportunities, and supporting students at every stage of their educational journey.

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
256	38

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

Student-centric methods, including experiential learning,

participative learning, and problem-solving methodologies, have become key strategies for enhancing educational experiences. These approaches place students at the center of the learning process, encouraging active engagement and fostering a sense of responsibility over their own learning journey. By moving away from traditional, lecture-focused models, student-centered methods focus on practical application, collaboration, and critical thinking, which better prepare students for real-world challenges.

Experiential learning allows students to connect theory with practice through hands-on experiences like case studies, internships, and field trips. This approach enables students to apply classroom knowledge in realistic settings, leading to a deeper understanding of complex concepts. Participative learning emphasizes collaboration and active involvement in classroom activities, transforming classrooms into interactive spaces where students contribute ideas, engage in discussions, and work on group projects. This not only improves communication skills but also fosters a sense of community and ownership among learners. Problem-solving methodologies further support critical thinking and analytical skills by challenging students with real-world problems and case-based scenarios, helping them develop resilience and adaptability. Together, these methods create a dynamic and personalized learning experience that equips students with skills essential for both academic success and professional growth.

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 have been effectively utilized to enhance the teaching and learning process, with proactive steps taken by management, institutions, and faculty members to optimize their use. NPTEL has emerged as a premier source of high-quality online education, providing students with access to courses from prestigious institutions like the Indian Institutes of Technology (IITs) and the Indian Institute of Science (IISc). Simultaneously, platforms like Zoom have become essential in

colleges, supporting synchronous lectures, virtual meetings, and interactive webinars, which foster engagement and collaboration among students and faculty.

Google Classroom serves as a flexible learning management system, streamlining content sharing, assignment submissions, and feedback, while online classes offer flexibility and accessibility, allowing learners to access educational resources from any location with internet access. Colleges also leverage digital assessment tools integrated with classroom platforms to conduct secure online exams, promoting academic integrity and providing convenience for students. Access to INFLIBNET further enhances learning by providing extensive digital libraries and research resources, supporting in-depth scholarly research and literature review.

Additionally, smart classrooms with interactive whiteboards, projectors, and multimedia tools create dynamic learning environments where educators use multimedia and collaborative tools to engage students and simplify complex concepts. Together, these ICT-enabled tools form a comprehensive ecosystem that not only enriches teaching and learning but also promotes 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

30

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

38

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

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

16

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

310

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

2.5 - Evaluation Process and Reforms

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

The institution follows a three-tier mechanism to ensure transparency and robustness in terms of frequency and mode of internal assessment. For each academic year, three meetings were constituted - Department Level Monitoring Committee (DLMC), College Level Monitoring Committee (CLMC), and University Level Monitoring Committee (ULMC) respectively. Frequent meetings were conducted by DLMC and CLMC to design the action plan, academic calendar, internal examination timetables, etc as per the guidelines issued by the University of Kerala. Under the strict monitoring of CLMC, one series test and one model examination were conducted for all batches.

The internal examination committee publishes the timetable duly signed by the Principal, ahead of time for students' convenience, creates and prints question papers, and arranges exam halls well in advance. The committee returns answer scripts to students and informs parents about student performance at department-level PTA meetings. Attendance and CA marks were published as per the university guidelines to ensure that there were no grievances for the students. Students who miss an examination for valid reasons and those having insufficient continuous assessment marks are given a second chance as per the student's request. The department-level monitoring committee discusses the semester-wise portion coverage, attendance percentage, and CA marks of the students.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

The institution in accordance with the directives of the University ensures a time-bound and transparent redressal of any grievance put forward with regard to internal assessment. The College holds a three-tier grievance redressal mechanism via department level, college level and University level, which is mentioned in the college academic calendar. At the beginning of each semester, faculty members inform the students about the various components of the evaluation process to be followed during the concerned semester. Any grievances relating to the evaluation of answer scripts, conduct of examinations and continuous assessment marks were reported to the concerned faculty, followed by the faculty advisor, HOD and principal or through complaint boxes placed in the college campus.

The Department Level Monitoring Committee meetings could also discuss the student's grievances and take necessary actions. If students could not attend the scheduled tests due to valid reasons, they will be permitted to appear for supplementary examinations. The monthly attendance, semester wise consolidated attendance, class tests/model exam/assignment and seminar presentation marks for internal mark evaluation are published on department notice boards in a time bound manner.

If a suitable resolution fails to be obtained from these two options, then the matter can be brought to the attention of the University level committee. The institution tries to ensure that all grievances are addressed in the initial stages itself.

File Description	Documents
Any additional information	View File
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 adheres to the Programme and Course Outcomes established by the University. These outcomes encompass vital graduate attributes, including deep disciplinary knowledge, critical thinking,

research skills, scientific reasoning, effective communication, practical skills, self-directed learning, and ethical awareness. Our commitment to achieving these outcomes is further demonstrated through the active involvement of institutional bodies such as the Course and Learning Management Committee (CLMC) and the Internal Quality Assurance Cell (IQAC), which collaborate closely with departments to enhance understanding and implementation.

Faculty members, particularly those on University-level academic bodies, play a crucial role in these initiatives by leading discussions on curricular outcomes and guiding students in expected learning behaviors. Additionally, our approach to internal assessment emphasizes aligning assessment methods with these curricular objectives, fostering a comprehensive and effective learning environment.

The University of Kerala's systematic strategy for communicating and achieving Programme and Course Outcomes underscores its dedication to holistic education. By integrating in-depth disciplinary knowledge, critical thinking, research skills, and ethical awareness into our curriculum, we equip students with the necessary skills and mindset for success in their chosen fields. Through collaborative efforts among faculty, institutional bodies, and students, we cultivate a culture of continuous learning and self-improvement, ensuring our 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, both faculty and students are well-acquainted with the expected outcomes for each course, and the curriculum is adapted to meet these objectives. The achievement of these outcomes is evaluated through both internal and external assessments. End-of-semester exams are administered by

the University, and student performance is analysed to gauge the level of outcome attainment. Internal tests are designed to emphasize program and course outcomes, with question papers addressing key knowledge and skill areas. Additionally, viva voce, classroom quizzes, assignments, seminars, and practical work contribute to the assessment of outcomes. Feedback is gathered from students, parents, and teachers to evaluate the satisfaction and relevance of the outcomes. Furthermore, students' performance in projects, internships, placements, and their progression after completing the course serve as additional evidence of their achievement of the intended outcomes.

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

41

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)

http://sreeayyappacollege.ac.in/uploads/downloads/SSS_Report_2023-24.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research	
3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)	
3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)	
6,30131	
File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File
3.1.2 - Number of teachers recognized as research guides (latest completed academic year)	
3.1.2.1 - Number of teachers recognized as research guides	
5	
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	View File
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**12**

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

3.3 - Research Publications and Awards**3.3.1 - Number of Ph.Ds registered per eligible teacher during the year****3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year****4**

File Description	Documents
URL to the research page on HEI website	https://research.keralauniversity.ac.in/#/home
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

2

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	Nil
Upload any additional information	No File Uploaded

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

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

0

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

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

48

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

1619

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

4

File Description	Documents
e-copies of related Document	View File
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

4

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The college has 20 spacious, well-furnished classrooms, with postgraduate and final-year undergraduate class rooms equipped with ICT-enabled facilities, including LAN internet, smart boards, LCD projectors, and CCTV cameras. All classrooms are well-lit, supporting both traditional and ICT-based teaching methods. Laptops and a licensed G Suite account enhance online teaching and virtual meetings. Ground-floor classrooms are prioritized for specially-abled students to ensure accessibility.

Details of laboratories

The college also has 12 fully functional laboratories, each equipped to provide hands-on experience for undergraduate students. The M.Sc. Computer Science lab features high-quality server computers for research, and all required software is installed in the computer labs. The multimedia lab offers advanced computers and tools for graphic design, video editing, animation, and multimedia presentations. The Physics lab includes a darkroom facility.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sreeayyappacollege.ac.in/aqar_2023_24/criteria_4/4.1.1/4.1.1.a2.pdf

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

The college offers comprehensive facilities for cultural and sports activities. For cultural events, there is an open stage and an amphitheatre, both of which are frequently used for competitions and performances. Additionally, the auditorium serves as a venue for seminars, workshops, guidance sessions, and practice sessions. The auditorium, spanning 1350 square feet, has a seating capacity of 200, and is equipped with a permanent platform, audio-visual aids, a music system,

microphones, and a podium. The open stage and amphitheatre provide ample space, with areas of 450 and 1000 square feet, respectively.

For fitness and physical activities, the college features both indoor and outdoor gymnasium facilities. The indoor gym is equipped with high-quality machines for total body workouts, including an abdominal bench, barbell, bench press, cable cross-over pulley, dumbbells, treadmill, and various other exercise equipment. Analytical tools such as a weighing scale, stadiometer, and fat and pulse analyzer are also available. The outdoor gym includes equipment for a full-body workout, including shoulder rotator and leg press machines. Sports facilities include a badminton court (14x6 meters), a batting/bowling coaching area, and equipment for indoor games like chess, table tennis, and carom. Yoga training sessions are also provided for both students and staff.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sreeayyappacollege.ac.in/aqar_2023_24/criteria_4/4.1.2/4.1.2_Physical_facilities.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://sreeayyappacollege.ac.in/aqar_2023_24/criteria_4/4.1.3/4.1.3.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)**3364372**

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	No File Uploaded
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	A. Any 4 or more of the above
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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)

0.00

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

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

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

190

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 improves its IT infrastructure frequently as per demand by increasing memory configuration from 4 GB RAM to 8 GB RAM and operating systems, windows 7 to 11 as well as open source software (ubuntu) which enables multitasking and multiprogramming. College has a total of 115 computers, assembled for various computing needs for students in labs, in office for staff, in library, various departments etc.

For the academic year 2023-2024, internet connection with bandwidth of 200 Mbps FTTH facility, with a total of 8 connections having maximum speed of 50Mbps was provided. Now, we have more WiFi connections (7 BSNL and 1 Kerala Vision), ie 8 modems to cater to all.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sreeayyappacollege.ac.in/aqar_2023_24/criteria_4/4.1.3/4.1.3.pdf

4.3.2 - Number of Computers

115

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)

3364372

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. Page 37/66 19-10-2024 06:15:41 Annual Quality Assurance Report of SREE AYYAPPA COLLEGE, ERAMALLIKKARA 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

158

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

11

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://sreeayyappacollege.ac.in/aqar_2023_24/criteria_5/5.1.3/Capability_Final.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

75

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

75

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>
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File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

3

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

3

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

5.3 - Student Participation and Activities

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

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

3

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)

Our educational institution serves as a platform for holistic development by facilitating students' representation and engagement in various administrative, co-curricular, and extracurricular activities. Every year a student union with elected members are formed according to the norms of University of Kerala. Students are also given representation in CLMC, College Council and various clubs. Through student union, governance bodies, and feedback mechanisms, institutions empower students to actively participate in decision-making processes, ensuring their voices are heard in shaping policies and campus improvements. This engagement fosters a sense of responsibility, leadership, and ownership among students.

Co-curricular activities such as debates, workshops, academic clubs, and research initiatives bridge the gap between theoretical knowledge and practical application. These opportunities enhance critical thinking, teamwork, and problem-solving skills, preparing students for professional challenges.

Extracurricular activities, including sports, arts, cultural events, and volunteering, provide a creative outlet and promote personal growth, teamwork, and social interaction. By organizing events or leading student groups, individuals gain valuable experience in leadership, time management, and communication.

Institutions also encourage student-led initiatives, mentorship programs, and community outreach efforts, fostering a collaborative and inclusive campus culture. These opportunities not only develop well-rounded individuals but also prepare students to be socially responsible citizens, equipped to

contribute meaningfully to their communities and future careers. In doing so, institutions cultivate an environment where learning transcends the classroom, shaping confident, capable, and engaged individuals.

File Description	Documents
Paste link for additional information	https://sreeayyappacollege.ac.in/agar_2023_24/criteria_5/5.3.2/5.3.2.pdf
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

20

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

The Alumni Association of our college, Sree Ayyappa College Alumni Association, is a vibrant and committed body that plays a pivotal role in the growth and development of the institution. Registered and well-organized, the association serves as a bridge between past and present students, fostering a spirit of collaboration and mutual growth. Through its diverse initiatives, the association actively contributes to the

institution's academic, infrastructural, and extracurricular advancements.

One of its significant contributions is financial support, including scholarships for deserving students and sponsoring infrastructural upgrades. The association also mobilizes resources for the development of modern facilities, such as libraries, laboratories, and sports complexes. Beyond financial aid, it provides invaluable support services, such as mentoring programs, career guidance, and industry networking opportunities, ensuring students are well-prepared for professional success.

The Alumni Association organizes annual reunions, seminars, and workshops to strengthen ties among its members and promote lifelong learning. Additionally, it collaborates with the institution to address societal challenges by initiating community service projects and sustainability efforts.

This proactive engagement not only reinforces the institution's reputation but also creates a culture of giving back. The association's unwavering commitment exemplifies the enduring bond between alumni and their alma mater, contributing to the holistic growth of the institution.

File Description	Documents
Paste link for additional information	https://sreeayyappacollege.ac.in/aqar_2023_24/criteria_5/5.4.1/5.4.1.pdf
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

A. ? 5Lakhs

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 consists of the Manager, Members of the Travancore Devaswom Board, and the Principal, all of whom play an active role in the administration of the institution. The management provides effective leadership by involving staff and students in the decision-making process, fostering a culture of participative management at various levels:

Strategic Level: The Principal, along with Heads of Departments, faculty members, and non-teaching staff, collaborates to define policies, procedures, and academic calendars, as well as to establish rules and regulations.

Functional Level: Faculty members actively share knowledge among themselves, students, and staff while serving on various committees. They ensure the delivery of quality education in alignment with the institution's mission, vision, and objectives.

Operational Level: The Principal maintains interactions with the University, external agencies, and faculty members. Students and office staff collaborate with the Principal and faculty in academic, administrative, extension, and extracurricular activities. Student representation is ensured in key 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 follows a system that provides operational independence to different roles, ensuring decentralized governance.

Principal Level: The Principal serves as both the administrative and academic head of the institution and chairs the Internal

Quality Assurance Cell. The College Council provides valuable insights to the Principal and plays an indispensable role in the overall functioning of the college. Academic activities are planned and executed under the College Level Monitoring Committee (CLMC) and various Department Level Monitoring Committees (DLMCs).

Faculty Level: Faculty members are represented on various committees nominated by the College Council, the Governing Body, the IQAC, and other bodies.

Student Level: The Chairman of the Students' Union is a member of the Governing Council, ensuring student representation in decision-making. Students are encouraged to actively participate in various activities, with roles within the Students' Union further promoting decentralization.

Non-Teaching Staff Level: Non-teaching staff are represented on the Governing Council and the IQAC, and their suggestions are considered in policy-making and decision-making processes.

As part of various institutional practices, such as the implementation of the National Education Policy (NEP) and efforts toward sustained institutional growth, IQAC organized a seminar on the NEP and a webinar on the Academic Bank of Credits during this academic year.

File Description	Documents
Paste link for additional information	https://www.sreeayyappacollege.ac.in/management
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, with the Secretary to the Board acting as the Manager of the college. The Principal is the executive head, overseeing the institution's daily operations. The Internal Quality Assurance Cell (IQAC) prepares perspective, strategic, and annual action plans to enhance academic excellence and improve infrastructure.

The institution's 10-year strategic/perspective plan is effectively deployed on the college website and centred around key areas such as 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 Collaborations. This plan outlines the institution's primary focus areas for the period from 2023 to 2033.

By executing this comprehensive plan, the college aims to elevate itself as a leading educational institution, recognized for its quality education, innovative research, and holistic student development. Additionally, the institution prioritizes student welfare, fosters industry partnerships, engages with the community, and ensures financial sustainability. Through these initiatives, the college strives to become a preeminent centre for education and research.

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	View File

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

The functioning of the college is overseen by the Travancore Devaswom Board, with the Secretary to the Board serving as the Manager of the college. The Principal acts as the executive head, managing the institution's daily operations. The Internal Quality Assurance Cell (IQAC) is responsible for preparing perspective, strategic, and annual action plans aimed at enhancing academic excellence and improving infrastructure. Non-teaching staff duties are assigned through official proceedings, while office administration is managed by the Head Accountant.

Appointments: Vacancies are reported to the Directorate of Collegiate Education (DCE), Government of Kerala. Assistant Professors are appointed according to UGC guidelines and University regulations.

Promotions: Faculty promotions follow UGC regulations under the Career Advancement Scheme (CAS) and the Performance-Based Appraisal System (PBAS). Three faculty members have submitted their promotion proposals to the University. Promotions for all teaching and non-teaching staff are carried out by the Kerala University Statutes and Kerala Service Rules. Recently, four non-teaching staff members were promoted.

Service Rules and Procedures: All members of the institution adhere to the Kerala University Statutes and Kerala Service Rules. Teacher promotions are conducted in line with UGC regulations for CAS and PBAS.

File Description	Documents
Paste link for additional information	https://sreeayyappacollege.ac.in/aqar_2023_24/criteria_6/6.3/6.3.5_PBAS_Guideship_23-24.pdf
Link to Organogram of the institution webpage	https://www.sreeayyappacollege.ac.in/management
Upload any additional information	View File

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The college has implemented several welfare measures aimed at improving the mental and physical well-being of its staff, enhancing motivation, and fostering the development of critical thinking skills. Teachers are encouraged to participate in workshops, seminars, training programs, and refresher courses, with duty leave provided for these purposes.

The Parent-Teacher Association (PTA), in collaboration with the Management, offers salary advances to government guest lecturers and newly appointed staff members until their official salaries are disbursed. The Staff Association supports staff members in their interactions with the University and the Office of the Deputy Director of Collegiate Education, offering services that benefit all college employees. Female staff members are provided with hostel facilities upon request. The college continually upgrades its library and laboratory facilities to promote research, and all teachers have free access to the internet while on campus.

In compliance with government regulations, the college has implemented a range of welfare schemes, including the Provident Fund, Medi Claim, Pension Scheme, Group Insurance Scheme, State Life Insurance, Medical Reimbursement, Medisep, Leave Surrender, PF Loan, Gratuity, Death-cum-Retirement Gratuity, National Pension System, and Maternity leave. These schemes, governed by the Kerala Service Rules, support employees in realizing 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

17

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

7

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

18

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

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

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

Performance Appraisal System: The performance of both teaching and non-teaching staff is evaluated by the rules set by the UGC, the University, and the Government of Kerala. When a faculty member is eligible for promotion, a Performance-Based Appraisal System (PBAS) report is submitted to the Principal. The Internal Quality Assurance Cell (IQAC) reviews the self-appraisal report and subsequently requests the University to form a screening committee.

This screening committee, comprising two subject experts appointed by the University, the Principal, and the Head of the Department, evaluates the PBAS proforma, along with the screening committee report and the Manager's recommendation. After a thorough assessment, the proposal is submitted to the University for approval.

File Description	Documents
Paste link for additional information	https://sreeayyappacollege.ac.in/agar_2023_24/criteria_6/6.3/6.3.5_PBAS_Guideship_23-24.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The institution conducts regular internal and external financial audits. The college receives funds primarily from UGC, KSCSTE, the State NSS Cell, and various state and central government funding agencies, such as FOSSCELL, the Women's Study Unit, the Bio-Diversity Club, the Boomithrasena Club, the Parent-Teacher Association (PTA), and the Management (TDB). Designated teachers are authorized to mobilize and utilize the funds allocated to their respective domains, enabling them to efficiently manage resources and contribute to the institution's initiatives.

Stakeholders are informed of the sanctioned budget and are responsible for maintaining accurate records of financial transactions. At the end of each financial year, an annual budget summary is prepared, along with supporting documents such as receipts for expenditures. These financial statements are verified by the Accountant General and authorities from the Department of Collegiate Education during the final audit. Files related to UGC or government-funded schemes are sent for external auditing, where a qualified Chartered Accountant verifies the records.

Periodic audits by the Department of Collegiate Education ensure compliance with rules and regulations, proper management of financial assistance, and the 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 coordinated by the College's Internal Quality Assurance Cell (IQAC) to ensure the institution's adherence to academic and administrative standards.

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

5193802

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

The institution follows a well-organized and transparent approach to mobilizing financial resources from both government and non-government sources. The primary objective of its resource mobilization policy is to identify available resources for various programs, manage funds efficiently, and expand the resource base to achieve the institution's goals. The policy document also outlines procedures for the effective utilization of funds.

Funds from Various Sources: The college primarily receives funding from UGC, KSCSTE, the State NSS Cell, and state/central government agencies such as FOSSCELL, the Women's Study Unit, the Bio-Diversity Club, the Boomithrasena Club, the Parent-Teacher Association (PTA), and the Management (TDB). Designated teachers are authorized to mobilize and utilize the funds allocated to their specific domains, enabling efficient resource management and support for institutional initiatives.

Optimal Utilization of Resources: A purchase committee is responsible for determining the allocation of funds to each department. These funds can be used for a variety of purposes, ranging from purchasing books to modifying infrastructure. Departments submit proposals outlining their needs and estimated expenses, and funds are distributed accordingly. Financial aid from the state government is used to maintain various clubs,

while funds from the management and PTA are utilized to provide salary advances to contract staff, meet developmental needs, and support scholarships.

This structured approach ensures the efficient mobilization and utilization of resources, enabling the institution to achieve its academic and developmental objectives.

File Description	Documents
Paste link for additional information	https://www.sreeayyappacollege.ac.in/uploads/downloads/Resource_Mobilisation_Policy.pdf
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

The Internal Quality Assurance Cell (IQAC) made significant contributions to the college's academic and infrastructural development during 2023-24. A key achievement was the successful completion of NAAC Cycle II accreditation, elevating the institution from a B grade to an A grade. This was accomplished through meticulous preparation and timely submission of the Self-Study Report (SSR), extensive data collection, and collaborative efforts involving students in report formatting and review. IQAC organized seminars on critical topics like National Education Policy (NEP) 2020, Outcome-Based Education (OBE), and the Academic Bank of Credits (ABC) to familiarize faculty and students with evolving academic frameworks. An orientation program on NAAC accreditation was also conducted to raise awareness among students. Infrastructure improvements included the renovation of the amphitheatre, open auditorium, and main auditorium, supported by alumni and management, and the installation of a 20 KW solar power plant. Additionally, the Annual Academic Audit (AAA) for 2023-24 was completed, with reports published online for transparency. IQAC facilitated professional development through faculty development programs and initiated skill-based courses. The year concluded with the successful organization of a mock NAAC visit, ensuring a seamless peer team evaluation, contributing significantly to the institution's growth and excellence

File Description	Documents
Paste link for additional information	https://www.sreeayyappacollege.ac.in/uploads/downloads/AAA_2023-24_External_Report.pdf
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The institution, through its Internal Quality Assurance Cell (IQAC), systematically reviews its teaching-learning processes, structures, methodologies, and learning outcomes at periodic intervals to ensure continuous improvement and alignment with academic standards. These reviews are conducted as per the guidelines set by regulatory bodies and are documented meticulously.

During the academic year, IQAC organized regular faculty meetings, content review sessions, and feedback mechanisms involving students, alumni, and stakeholders. The feedback collected was analyzed, and actionable insights were implemented to enhance curriculum delivery and pedagogical strategies. The institution also introduced seminars and workshops on Outcome-Based Education (OBE) and Learning Management System (LMS) optimization to improve digital teaching practices and ensure effective content delivery.

Incremental improvements were reviewed in Academic and Administrative Auditing(AAA) carried out in department documents, administrative activities, library, and other wings in the institution. Remedial measures were taken based on the AA A report. IQAC also oversees the implementation of Self-Study Reports (SSR) and periodic submissions for accreditation bodies like NAAC, NIRF, KIRF etc. These processes provide a comprehensive review of institutional practices, teaching methods, and learning outcomes, contributing to an evidence-based approach to quality enhancement.

Additionally, faculty members were encouraged to participate in Faculty Development Programs (FDPs) to stay updated with emerging teaching methodologies and technological advancements. These efforts have significantly improved academic performance,

enhanced learning outcomes, and elevated the overall teaching-learning environment of the institution.

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

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.sreeayyappacollege.ac.in/uploads/downloads/College Annual Report 2023-24.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Sree Ayyappa College aims at creating a safe and friendly environment for students of all genders. The institution believes that creating an inclusive environment inculcates values of 'inclusivity, equality and diversity'. The institution

ensures that all students are treated equally, regardless of gender. Our College ensures gender equality and safeguards the rights of students. We promote the leadership of women in curricular, extra-curricular, and union activities. Gender sensitization programs are provided to make students aware of gender-related issues.

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

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.sreeayyappacollege.ac.in/aqar_2023_24/criteria_7/7.1.1/Gender_Equity_Programme.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	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The college follows a sustainable approach inside the campus and

towards the environment. The institution demands the students and faculty to ensure that they bear the responsibility of reducing waste and following an eco-friendly approach.

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

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

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

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	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

B. Any 3 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**
- 4. Ban on use of plastic**
- 5. Landscaping**

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	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	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

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).

SAC 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 supplies to the health centres will be distributed to the needy. The college has provided a wheelchair for a disabled child.

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

SAC not only promotes the learning of students by only focusing on the academics but also ensures that each and every student is guided and molded into responsible citizens. Students are made aware about their rights and duties they have to follow as a citizen of India. The Preamble of the Indian Constitution is displayed in the institution. Students take the National Pledge inside the classes. The institution takes great effort to ensure the participation of students in celebrating National days like Independence Day and Republic Day. Celebrating Independence Day, Republic Day, Constitutional Day and Gandhi Jayanthi instills 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. Legal Awareness classes

was offered to students. The college also took part in Unity Day pledge. 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/agar_2023_24/criteria_7/7.1.9/7.1.9_Institution_Bestpractices.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

A. All of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	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. SAC observes Women's Day, World Mental Day, International Day against Drug Abuse, Cancer Day, Aids Day, Human Rights Day, national Energy Conservation Day, Constitutional Day, and Azadi ka Amrit Mahotsav. SAC also celebrates World Environment Day, World Wildlife Day, World Wetland Day and Ozone Day in order to create awareness on the need to conserve natural resources. The main aim behind celebrating these days is ? to make students appreciate the rights of marginalized people. ? to make them aware and conscious about their own body and mental health. ? to make students to understand and appreciate the history of India, the values that India upholds. ? to make students aware about the need to protect the environment and why there is a need to conserve them. to promote sustainable living and symbiotic relationship. ? to conserve energy resources.

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

The college has implemented several impactful best practices, two of which are "Harithabham" and "Sahayog". The "Harithabham" initiative aims to conserve energy, protect the environment, and promote the overall health and well-being of individuals, aligning with the belief that "health is the greatest wealth on earth." The program focuses on energy efficiency, conservation, and the development of new energy technologies. Through the Urja Kiran project, the initiative seeks to raise awareness among students and the local community, equipping them to manage energy resources effectively. The program has extended its reach to the village of Eramallikkara, with the goal of eventually impacting the broader state.

In addition, under the initiative of "Sahayog" the institution

offers a free English language class for children and adults, particularly targeting homemakers and young students. This community service initiative is designed to boost confidence and enhance communication skills in English, empowering participants to engage more effectively in social and professional contexts. Both practices highlight the institution's commitment to social responsibility, sustainability, and community development, fostering a positive impact that extends beyond the campus and into the

File Description	Documents
Best practices in the Institutional website	https://sreeayyappacollege.ac.in/best-practices
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

The institution is situated in a remote hamlet at the confluence of twin rivers- Pampa and Manimala, Eramallikkara experiences a unique terrain. The institution was born with the aim of spreading knowledge to the underdeveloped and rural population, thereby grooming genuises for the service of society and humanity. The college recognises the importance of preserving the cultural heritage of Eramallikkara. It actively engages in activities that safeguard the customs, values and traditions of the local community. The institution also ensures the upliftment of the rural community by fostering inquisitiveness in the minds of the people through initiatives like free Spoken English classes to villagers, awareness classes for the community and so on. This helps in fostering a sense of pride and identity among the students and the people of Eramallikkara.

Though the college is situated at the confluence of two rivers, rendering the college with a picturesque and serene environment, the unique terrain has got drawbacks as well. Recurring monsoon followed by floods is a major drawback the area faces. At the same time, the presence of two rivers in the vicinity of the college highlights the ecological importance of the region. This also helps the students as well as the faculties to engage in ecological studies and research focusing on the surrounding

area. Following are the activities that make the institution distinctive.

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

- **Academic and Administrative Excellence**
 - Publish the College Academic Calendar and Handbook in coordination with CLMC and the Convener.
 - Support the effective implementation of the Four-Year Undergraduate Programme (FYUGP) and train faculty on Academic Bank of Credits.
 - Facilitate interactive and experiential learning methods, ensure smart classroom utilization, and enhance teaching through PPTs, videos, and collaborative methods.

- **Technology and Digital Initiatives**
 - Ensure effective use of Campus Genie LMS with the ERP Coordinator.
 - Expand campus Wi-Fi bandwidth and introduce new digital classrooms.
 - Revamp the college website and enhance the digital library by subscribing to more research journals and promoting INFLIBNET usage.

- **Research and Professional Growth**
 - Promote research through departmental initiatives like the Research Centre under Computer Science.
 - Conduct national and departmental conferences, seminars, and workshops.
 - Motivate faculty to pursue higher studies, research, and development programs.

- **Student Development**
 - Organize skill development courses via the Incubation Centre.
 - Conduct webinars on NEP, career counseling, training for competitive exams, and NEXtStep coaching for PG entrance tests.
 - Facilitate student and faculty exchange programs and MOOC/SWAYAM course registration.

- **Feedback and Evaluation**
 - Collect, analyze, and act on feedback from stakeholders, publish reports, and conduct a Student Satisfaction Survey.
 - Emphasize outcome-based evaluation, remedial classes, and centralized tests.

- **Green and Social Initiatives**
 - Conduct green and energy audits, strengthen eco-friendly campus efforts, and promote extension activities like NSS and Bhoomithra clubs.

- **Accreditation and Rankings**
 - Advance efforts for the third NAAC cycle, timely AQAR submission, and participation in NIRF/KIRF and AISHE.