Yearly Status Report - 2015-2016

Part A	
Data of the Institution	
1. Name of the Institution	**S.E.S. COLLEGE**
Name of the head of the Institution	**Dr. Dominic Thomas**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**04602231145**
Mobile no.	**9447449390**
Registered Email	**sescollege.skprm@gmail.com**
Alternate Email	**iqacsescollege@gmail.com**
Address	**S.E.S COLLEGE, SREEKANDAPURAM SREEKANDAPURAM P.O, KANNUR**
City/Town	**SREEKANDAPURAM**
State/UT	**Kerala**
Pincode	**670631**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Semi-urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Mr. Baby Thomas**
Phone no/Alternate Phone no.	**919400830766**
Mobile no.	**9447449390**
Registered Email	**sescollege.skprm@gmail.com**
Alternate Email	**iqacsescollege@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.sescollege.ac.in/public/downloads/SSR%20FINAL.pdf

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.sescollege.ac.in/public/downloads/academic%20calendar%202015-2016-1-2.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	**B**	**2.55**	**2016**	**29-Mar-2016**	**28-Mar-2021**

6. Date of Establishment of IQAC

6. Date of Establishment of IQAC	**01-Jul-2014**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by	Date & Duration	Number of participants/ beneficiaries

IQAC		
Feedback from various stakeholders are collected	23-Feb-2016 1	250
Regular meeting of IQAC	10-Jul-2015 4	16
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
SES college Sreekandapuram	Refund of Fees	State Government	2015 300	341285
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View File](#)
10. Number of IQAC meetings held during the year :	**4**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	[View File](#)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

• **Administrative and Academic Audit** • **Connecting to Community** • **Gender equality awareness programs**

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

Plan of Action	Achivements/Outcomes
Connecting to Community programme	Provided opportunities for the students

	to take a class in the nearby school
Effective utilisation of sports infrastructure	Participation of students in the national level competitions with the support of sports hostel scheme sanctioned by Kerala State Sports Council
To provide an orientation programme for the students	Orientation programme was conducted for the first year at the beginning of the year.
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14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
Management Committee	15-Dec-2016

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No

16. Whether institutional data submitted to AISHE:	Yes

Year of Submission	2016

Date of Submission	03-Apr-2016

17. Does the Institution have Management Information System ?	Yes

If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	SES College Sreekandapuram uses partial management information systems in its operations. The college uses College Management System (version 2.2) which is developed by Relent Software Technology, Payyanur. Library and office are the two main functions in which MIS is in operational.Management Information System is LAN based application with various types of User Interface (UI) and Role based Application. The application offers various modules to support Office Management, Academic Management, Student Management. In office, recording of attendance, production of various marks of internal reports related to the students are performed using the management information system software. Percentage of attendance of each student, list of students who have

	attendance below the prescribed limit by the university and hourly attendance of students during a particular semester etc. can be produced easily using the software.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Our institution follows the rules and guidelines of Kannur University for the planning and implementation of our curriculum aspects. Our faculties were actively involved in the designing of curriculum. We were actively participated in the curriculum designing workshops in 2013-14.we took all the initiatives to implement the new curriculum in 2014-15 onwards.Our faculties made earnest effort to imparting the knowledge They aid in the designing and detailing the programs and courses offered by the university and partake in syllabus reforms and restructuring. Our college ensures an effective imparting of the curriculum provided by the university.These teachers aid in the setting up of course and programme objectives, selecting suitable learning materials and effective techniques for its implementation, upholding the vision and mission of the university as well as the institutions. The institution attempts to equip our students in the newer realms of academic developments and the new thrust areas arising through its curriculum. Keeping in mind the need for continuous updation in today's dynamic society, the college attempts to incorporate the technological advancements thereby equipping and enabling the students to cope and perform well in the current society. Our college ensures effective implementation and delivery of the syllabus and curriculum structured by the university At the very onset of an academic year a common orientation programme is conducted for all the stake holders: parents students and teachers, laying out the time frame and details of implementation and the decisions made for its successful incorporation .The institution encourages students to understand the ideas and values put forth through the curriculum. The time frame for completing the syllabi (in-tune with the university academic calendar) the conduct of internal examinations are also discussed during this session . The institution also puts in additional effort to enhance student capabilities by providing sessions aiming at the multifarious enhancement of the students like conducting bridge courses, Remedial sessions, special classes, etc. at departmental levels.Various committees are formulated for ensuring the smooth functioning and coordination of these objectives. Names of teachers in charge of respective committees is selected and recorded in the college handbook

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
nil	nil	01/06/2015	0	nil	nil

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
MCom	International Business	06/08/2015

BSc	Computer Science	06/08/2015
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BSc	Computer Science	06/08/2015
MCom	International Business	06/08/2015

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
nil	01/06/2015	0
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BBA	BBA-VI Semester	25
BBA	BBA-IV Semester	22
BA	BA Economics - VI Semester	27
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

Our institution ensures efficient imparting of curricular values and ideas, adhering to the university objectives and outcomes along with the institutions vision and mission by Enkindling the light of knowledge and spreading the light of wisdom. As a deserving and sweet reward for the effort , our institution was awarded B Grade by National Assessment and Accreditation Council(NAAC), an autonomous institution of the University Grants Commission (UGC) that assesses and accredits higher education Institutions in India, with a Cumulative Grade Point Average(CGPA) of 2.55 on their 4 point scale in its first cycle of visit on 2016. The institution from its inception made remarkable strides and

progress catering to the academic aspirations of the less privileged and marginalized people of this rural locality who were kept apart from receiving quality higher education opportunities mainly due to the remoteness of its geographical features. The academic community of the college along with the respective stake holders: parents, alumni,students, teachers and management are striving for the fulfillment of our motto Lead Kindly Light, of uplifting the socially,economically and educationally backward community of the area. To aid us in this process the institution conducts structured annual feedback from all its stakeholders (parents, alumni,students, teachers and management), which is then subjected to scrutiny and analysis by the head of the institution(Principal) and the management committee who then makes the necessary reforms in the mode of implementation of policies and redress the grievances brought forth(including infrastructural grievances), The institution has always been democratic and inclusive in receiving creative suggestions and constructive criticism. Every stake holder at our institution has a say in how the system functions: in pointing out its benefits and draw backs and for seeking out plausible solutions. These ideas are then discuss at the managemental level and necessary measures are made to enhance the benefits and redress the grievances. Each and every single students of the institution are provided the opportunity to express their opinions to the teachers and their mode of teaching- learning interaction. Student feed back which is conducted annually by means of our structured student feed back form enquiring about various aspects of teaching learning and their suggestions on improving the academic environment without disclosing their identity. The parents of our students always keeps in touch about their childrens academic and other performances. So their opinion and the ideas about the institution formulated from the feedback of their children holds much weight and their feedback has immense value in ensuring the bettering of the college, as they are an essential part an active stake holder in our system. Feedback forms are distributed and collected -here the parents can fill the details, raise issues which seek to be addressed.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	English	41	682	41
BA	Economics	38	741	37
BBA	BBA	29	867	29
BCom	Co-operation	50	1015	41
BSc	Mathematics	29	427	29
BSc	Chemistry	29	528	29
BSc	Physics	33	412	33
MA (Journalism)	Journalism	25	37	21
BCA	Computer Application	25	25	17
MCom	Finance	30	20	18
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2015	683	74	43	9	0

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
52	41	7	5	1	7

View File of ICT Tools and resources

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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The mentoring of students is an integral part of the curriculum. Our institution, SES College Sreekandapuram also has an effective mentoring system. For its effective and productive implementation, efforts are taken right from the beginning of the academic year to identify the slow learners and tutorial system and remedial teaching is followed in the college. Special efforts are taken to identify advanced learners and opportunities for their growth are facilitated. There is a mentoring and tutorial system in practice through which every batch of students has a Mentor or tutor, who is responsible in looking after the welfare of that batch. The tutors maintain close watch over the progress of the wards, their academic, general behaviour and emotional well being by meeting them on regular intervals. Tutors also met the parents of these wards at least once in every semester. Mentoring or tutorial systems enhance the students' confidence and capacity for setting higher goals, taking risks and ultimately guiding them to achieve higher levels.There are various programmes initiated by the Government of Kerala and Higher Education Department for the empowerment of students also implemented in our institution which includes WWS, SSP and ASAP. 1)Walk with Scholar (WWS) initiative by the Government of Kerala has been adopted and done in a worthwhile manner. For this programme 30 students from each batch are selected and allotted (5 each) to 6 internal mentors. Mentors of the college are accessible, responsive, open minded, student oriented and dedicated to the development of his/ her mentees. As a part of this programme, external mentoring sessions are also conducted. 2) Scholar Support Programme(SSP) is another initiative of the Government of Kerala conducted for developing slow learners. Here also teachers are set as mentors and take additional classes for the identified slow learners. 3) Additional Skill Acquisition Programme (ASAP) is an initiative by Higher and General Education Departments of Kerala to address the issues of growing unemployment in the state. The programme aims at equipping selected students with skills in communication, IT, and selected areas of industry and service sectors. S.E.S College conducts ASAP classes in a very systematic and structured way. SES ASAP conducted surveys and awareness on socially relevant areas and conducted multiple programmes within and outside the campus.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
757	52	1:15

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
27	27	0	3	5

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National,

International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2016	Dr. Sreekumar N.M.	Assistant Professor	AISHE Certificate

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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MCom	FINANCE(PCOM))	4th	18/05/2016	25/11/2016
BSc	PHYSICS(PHY)	6th	07/04/2016	14/06/2016
BSc	MATHEMATICS(MAT)	6th	07/04/2016	14/06/2016
BSc	CHEMISTRY(CHE	6th	07/04/2016	14/06/2016
BCom	COOPERATION(COM)	6th	07/04/2016	15/06/2016
BBA	BBA(BBAR)	6th	07/04/2016	15/06/2016
BA	ENGLISH(ENG)	6th	07/04/2016	15/06/2016
BA	ECONOMICS(ECO)	6th	07/04/2016	15/06/2016
BCA	COMPUTER APPLICATION(BCA)	6th	07/04/2016	14/06/2016

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The institution adopts a well planned Continuous Internal Evaluation (CIE) System to assess all aspects of a student's development on a continuous basis throughout the year. An orientation programme is arranged for the first year students to familiarise them with the changing environment from the higher secondary level to the college level. Being an affiliated college, all the major evaluation reforms of the university are adopted by the institution. The university has introduced the internal mark system. The university has also introduced a choice based credit system. To cope with the university reforms the college has intimated the faculty members as to how the marks for the internal assessment have to be awarded to the students. The faculty members also have taken the responsibility of guiding the students for the extra co-curricular activities for which a credit has to be earned by the students in each of the semesters. The following measures have been taken for the continuous evaluation. Students progress is evaluated through assignments, seminars,viva voce model examinations, lab involvement , completion of practical and submission of records. Class tests are conducted regularly by the teachers as a teaching learning activity. Two internal examinations are conducted during each semester apart from the model examination. Students who miss these examinations with valid reasons are given another opportunity to appear for the test. Attendance is marked in each hour and the corresponding marks for attendance are reckoned in the calculation of internal marks.,

Continuous assessment marks , final examination marks, attendance details, achievements and academic programme drawbacks of the students are discussed with parents. The institution is keen on monitoring the performance of the students and report to the Parents. Progress Reports are given to the parents after each of the semester by conducting Parents Teachers Students meetings. . The institution tries to incorporate innovative ways of modifying the internal assessments oral examinations and viva verse are conducted as part of these measures. Advanced learners are advised to help the weak learners in identifying the difficult areas and assisting them in the same. Some departments conduct online examinations to give the students an edge in their preparation for online entrance examinations and career entry examinations.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The academic calendar and examination schedule are prepared at the beginning of each academic year. An action plan is prepared by each department at the beginning of each semester. The department organizes meetings of the teachers to chalk out the curricular and extracurricular activities of each semester. Duties are assigned to each teacher to ensure the smooth implementation of the action plan. Monthly targets are set for the completion of the portions. Based on the action plans inputs from the departments, the college prepares academic calendar , making the dates for the internal examinations and the observation of special days in the calendar. At the end of the year a meeting is convened at the presence of the principal to check whether the action plan set at the beginning of the academic year got reflected in action. 2015-16 S.E.S. College Academic Calendar shows JUNE- 01/06/2015 Reopening after Summer Vacation, 19/6/2015Environment day celebration 19/06/2018 Reader's Day Programme – ASAP, NSS (Union Journey with books) JULY 13/07/2018 First Semester Class begins AUGUST 15/08/2015 Independence day celebration,21/08/2015 College Closes for Onam Vacation 31/08/2018 Re opens after Onam vacation OCTOBER 02/10/2015 Gandhi jayanthi celebration 5/10/2015 Union inauguration 08/10/2015 Vth Sem.UG and IIIrd Sem. PG Exam begins 16/10/2015 Vth Sem. UG ends 26/10/2015 VIth Sem. Classes begin 30/10/2015 III sem Ug and I sem PG exams ends. NOVEMBER 04/11/2015 IVth Sem. UG and II sem PG Classes begin 05/11/2015 Ist Sem.UG Exam begins 13/11/2015 Ist Sem. UG ends 16/11/2015 IInd Sem UG Classes begin 20/11/2015 College closes for semester break- Commencement of Centralized Valuation DECEMBER 14/12/2015 1st Sem PG exam ends 17/12/2015 IInd Sem PG Classes begin 18/12/2015 Christmas Vacation Starts – NSS Camp Starts 29/12/2015 College Re-opens after Christmas Vacation JANUARY 1/1/2016 new year celebration 11 12 /01/2015 Malayala bhasha sangamam- national seminar 26/1/2016 Republic day celebration FEBRUARY 9/02/2016 Association inaugurations 24/2/2016 fine arts day MARCH 04/03/2016 VIth Sem. Exam begins 9/3/2016 Womens day celebration 15/03/2016 VIth Sem. Exam ends 15/03/2016 VI sem UG exams end 16/3/2016 College day celebration 17/03/2016 VIth Sem. UG exam begins and IVth Sem. PG Ends 30/03/2016 IVth Sem. UG exam ends 31/03/2016 College Closes for Summer Vacation

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

http://www.sescollege.ac.in/public/downloads/PO.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage

M Com	MCom	FINANCE	19	17	89.47
MCJ	MA (Journalism)	JOURNALISM	8	8	100
PHY	BSc	PHYSICS	24	23	95.83
CHE	BSc	CHEMISTRY	24	23	95.83
MAT	BSc	MATHEMATICS	22	22	100
BBA	BBA	BBA	25	21	84
ECO	BA	ECONOMICS	29	25	86.21
ENG	BA	ENGLISH	29	23	79.31

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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

NIL

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Any Other (Specify)	0	nil	0	0

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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
nil	nil	01/06/2015

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
nil	nil	nil	02/06/2015	nil

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
nil	nil	nil	nil	nil	01/06/2015

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
Department of Hindi	1
Department of Commerce	1
Department of Mathematics	1

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Commerce	1	0
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Commerce	4
Economics	1
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
A study on the development of the health care facilities in Kerala state, India	Shyni M.C.	International Journal Of Management and Social science research	2015	0	Kannur university	0
Pricing procedure followed by the hospital sector to cost their service in Kerala	Shyni M.C.	Sai OM Journal of Commerce and Management	2015	0	Kannur University	0
Social responsibilities of hospital entrepreneurs in Kerala	Shyni M.C.	Journal Business Management and Economics	2015	0	Kannur University	0
Measuring	Shyni M.C.	Elixia	2015	0	Kannur	0

entrepreneurial orientation towards health care sectors in Kerala		Human Resource Management			University	

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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
nil	nil	nil	2015	0	0	nil

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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	11	1	0
Presented papers	0	1	0	0

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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Clean India Drive	JCI Sreekandapuram SES College	2	40
Free eye testing camp	Al- salama eye hospital kannur SES college NSS	2	60
Old Age home visit	Samaritan Old age home SES College NSS	2	40
A day with kids	Pooparamba Anganawadi SES college Economics Department	3	30
Old age home visit	Nellikkunnu Old age home SES College	2	36
Nature Camp at Kottiyoor forest	Forest Dept SES College NSS	1	60

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Nil	Nil	Nil	0

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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Swachh Bharat(NSS	JCI Sreekandapuram SES College	Clean India Drive	2	40
Swachh Bharat (NCC)	SES College(NCC NSS)	Campus cleaning	10	160

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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
nil	nil	nil	0

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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
nil	nil	nil	02/06/2015	31/05/2016	nil

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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
nil	01/06/2015	nil	0

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
2000000	1381893

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with Wi-Fi OR LAN	Existing
Video Centre	Existing
No file uploaded.	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Relent College Management	Fully	5.4.45	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	14141	1848716	1500	370641	15641	2219357
Journals	76	42362	0	56721	76	99083
[View File](#)						

 4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Nil	Nil	Nil	01/06/2015
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	80	61	24	7	0	3	9	10	0
Added	18	18	0	0	0	0	0	0	0
Total	98	79	24	7	0	3	9	10	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

10 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility

Multimedia Production facility	http://www.sescollege.ac.in/resources-facilites/academics/econtent

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
1000000	403735	2500000	1994594.75

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The physical facilities including Laboratories, Classrooms and Computers etc. are made available for the students those who are admitted in the college.The college is well equipped with high quality infrastructure , which include a central library, laboratories, sports hostel, canteen, computer labs and well maintained class rooms. Aids from central and state .governments, the UGC, management and parent teachers associations are utilised to acquire and maintain the facilities. A decentralised process with the manager as the head and the principal as the nodal point is adopted. The staff council, IQAC and governing council discuss issues pertaining to infrastructure facilities and take necessary measures. Colleges always strive to maintain the infrastructure and to add more to the existing. The annual maintenance is done to computers and printers too. Every year college puts utmost importance to buy new equipment for labs and for physical education departments utilising different funds available. . Laptops and projectors are utilised optimally for academic purpose and enrichment. The principal conducts checks on the facilities, ensuring that they function properly. Repairs are undertaken when necessary. The non teaching staff assists in proper maintenance of the system

http://sescollege.ac.in/public/downloads/4.4.2%20physical%20facility%20new.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Student Aid Fund	7	2800
Financial Support from Other Sources			
a) National	Post metric scholarship	1	4000
b)International	0	0	0
View File			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Tutorial session	23/06/2015	152	Commerce Departments

Peer teaching	04/08/2015	247	Various Departments
Soap manufacturing	05/10/2015	100	NSS
Soft skill development programme	09/02/2016	125	ASAP and Dept. of Economics
International Yoga day celebration	21/07/2015	100	NSS
Personal counselling	29/01/2016	150	College counselling centre
Spoken english classes	04/11/2015	23	Dept. of English
Mentoring session (internal external)	03/08/2015	60	WWS
Remedial teaching	07/07/2015	224	SSP and various departments
Language lab	01/12/2015	30	Dept. of English
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2015	A class for career counselling	0	100	0	0
No file uploaded.					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Nil	0	0	Deccan Chronicle, Mathrubhumi newspaper, Reporter TV	4	4
No file uploaded.					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2016	8	B.Sc	Physics	1. ITM College, Mayyil 2. Taliparamba arts & science college 3. SDM College, Ujire 4. Centre of management Studies Kannur University	M.Sc, MBA
2016	10	B.Sc	Chemistry	1. St.Stephens College, Uzhavoor 2. SB College, Changanassery 3. SN college, Kannur 4. University centre, Kannur 5. Crescent B.Ed college, Madayi 6. CUSAT 7. Gurudev Arts and Science College, Mathil	M.Sc, B.Ed
2016	3	B.Sc	Mathematics	1. MG College,Iritty 2. PKM college of Education, Madampam 3. Salafi B.Ed College, Chekkikkulam	M.Sc, B.Ed
2016	13	BA	Economics	1. KMM Govt. Womens College, Kannur 2. SN College, Kannur 3. Nirmalagiri College,	MA, MCJ, MBA

| 2016 | 6 | BBA | BBA | 1. Taliparamba Arts & Science College 2. Bhamal P. Madhav Pondichery University 3. MG College, Iritty 4. Bharathiar University 5. Kannur University | M.Com, MBA |

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	1
SET	1
SET	1

No file uploaded.

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Kannur University Intercollegiate basketball championship(2015-16)	University	31

No file uploaded.

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2015	66th National Basketball Championship	National	1	0	153075	Amritha A.S

<center>No file uploaded.</center>

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Students are highly involved in the day to day running of the college. Student leaders are elected in the democratic way giving priority. This is an abridgement of the creative activities undertaken by the college union in a short span of time. The elected union focused not only in academic activities but also in the cultural-literary-artistic and athletic tastes of each student and conducted a variety of programmes in order to showcase their unique talents. These programmes were helpful in identifying the social commitment of each student. The college union is proud to list a number of programmes which were huge successes because of the presence of many honoured guests. We could conduct a programme uniting Mr.Minesh Manakad the famous poet and chengalayi panchayat president. The college union inauguration function also became a prestige event because of the presence of Mr. TV Rajesh MLA. Similar inaugural functions were conducted again. The arts club was inaugurated by d4 dance fame Mr. Kukku. The union conducted programmes which were able to polish the talents of students of the college. As a result, students of the college could achieve considerable prizes in university arts fest also. Union could make the students participate in 18 individual items and 5 group items for the first time in the history of the college. Ayisha Naureen a first year English student got first prize in hindi short story writing in the university arts fest. Union conducted a seven day arts fest in college, previous to the university arts fest and also conducted an energy conservation survey during the same period of arts fest. We could proudly put forward a demonstration of the unique arts of Kerala in front of the NAAC peer team which was named as 'samarasa'. Apart from these programmes new year celebration, ONV commemorations, union study _leisure trips, and other association activities etc were successfully conducted. All these programmes were conducted without interrupting the academic activities under the limitations of time and fund.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

<center>0</center>

5.4.3 – Alumni contribution during the year (in Rupees) :

<center>0</center>

5.4.4 – Meetings/activities organized by Alumni Association :

Dept. of Economics conducted Annual Alumni meet held on 24/12/2015 at SES college. 27 students participated. They donated books to the Department Library.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Every key initiative at the college is extensively discussed among the stakeholders and a final decision is taken after gaining consent in the specific topic. A culture of decentralization and participative management is trained within the college by making various departments, units, cells, committees more responsive and accountable towards numerous academic and non-academic processes. The department heads in discussion with the respective faculty members are permitted to prepare and plan a schedule of their work, timetable, workload, educational tours, etc. Particular departments are also allowed to identify departmental requirements in terms of equipment, books, furniture, guest faculty, support staff and other infrastructural facilities, and prepare proposals. Also, the coordinators, conveners, teachers in charge of different committees and cells are legitimate to chalk out and execute their plan of action in cooperation with other members. The students' representatives present in various committees represent the students in the panel. The recommendations of the departments, committees and cells are implemented with the agreement of the college council which ensures the advanced level of decentralization in the management A major event in the college in the 2015-16 academic year was the NAAC peer team visit during the month of March 2016 . Under the guidance of the IQAC, specific plans were arranged for helping the visit. The meetings of the students and their representatives were also organized to give a clear understanding of the purpose of the NAAC peer team Specific duties were allotted to different committees for tasks like keeping the files in the proper order, completion of the repair and maintenance works, transportation and accommodation of the peer team and also for organizing the cultural programme on the visit day.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	The admissions to the courses are conducted through a transparent and smooth procedure as per the Government and University norms. The University has provided a single window system for admission to UG and PG courses. It is an online platform and students can apply for courses of their choice from the comfort of their home. Fees can also be paid online. They have to approach the college only when the seats are allotted.
Human Resource Management	The human resource of the college consists of the management, the teachers, the non teaching staff and the students. The teachers are managed as per the code of conduct prescribed by the UGC as well as the orders issued

	from time to time by the state Govt. and the university, and the non-teaching staff by the latter.
Industry Interaction / Collaboration	Interaction with industry is promoted among students through their project work. During the study tours, which is a compulsory part of the academic programme, industry visits are organized and students are getting opportunity to industry interaction
Library, ICT and Physical Infrastructure / Instrumentation	S E S College campus is spreads over an area of over 22 1/2acres. In addition to the classrooms, additional structures are fitness centre, co-operative store, canteen, open-air auditorium, three security rooms etc. We have more than 25 classrooms, department staff rooms, laboratories, general library, department libraries, computer labs, auditorium, Principal's office, administrative office, NCC rooms, girls' rest room etc. The general library has 13500 books and journals in English and Malayalam. The library is fully-automated. All the Departments have separate department libraries. Sports infrastructure facilities include a standard multipurpose stadium to house fields for football, cricket, basketball and athletics.
Research and Development	Research and Development is a relatively weaker area as far as the college is concerned. However, the teachers have reasonable number of publications to their credit
Examination and Evaluation	Being an affiliated college, the external end-semester examinations are conducted by the university. In each semester the college conducts a centralized internal examination in addition to the class test papers. The centralized internal examination is run by an examination committee under the leadership of an experienced senior faculty member. The function of the committee takes place in a systematic way in which work schedule of invigilation duty circulates among the faculty members
Teaching and Learning	At the beginning of each academic year, the Staff Council prepares a college hand book in which Academic Calendar is included. The calendar is prepared in tune with the calendar of Kannur University. The institution imparts an

	outcome-based education to a diverse student community. The college adopts a variety of participative and problem solving methods for curriculum transaction. Continuous teaching, learning and evaluation process strengthened during the year
Curriculum Development	The institution works in an affiliated system in which the academic programmes and curricula are supervised by the University. However many faculty members are part of Kannur University board of studies members, accompanying with the framing and restructuring of the syllabus. Through the careful planning and structuring of an academic Calendar, the institution accomplishes optimum curriculum delivery within the frame work of the curriculum regulated by the University. Apart from the academic calendar provided by the university, the college follows its own academic calendar for the schedule of class tests and internals. The orientation programme conducted for the first semester students, familiarizes them with the curriculum, Credit Semester System and facilities in the college.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Planning and Development	Partial
Administration	Partial The personnel administration of the college is managed with the help of "SPARK". In SPARK the service details of the employees including salary and leave sanction is processed
Finance and Accounts	Partial
Student Admission and Support	The student admission to all PG and UG courses in the college is done through web platform only. Candidates can fill the prescribed form on a centralized website and the list of selected candidates were published online.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2015	Nil	Nil	Nil	0

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2015	Nil	Nil	02/06/2015	31/03/2016	0	0

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Orientation program by UGC HRDC	1	21/07/2015	17/08/2015	28

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
3	22	0	4

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Most of the welfare schemes available to the government employees are also applicable to the faculty and supporting staff. The major welfare measures include: 1. Pension scheme (Contributory since 2013 April). 2. Provident Fund with loan facility. 3. Group Insurance scheme. 4. Death-cum-Retirement Gratuity. 5. Group Personal Accident Insurance Scheme. 6. Commuted Leave, HPL, Casual leave, Medical leave, Earned Leave, Loss of Pay Leave, Leave on Duty. 7. Maternity Leave for mothers (6 months) 8. L.T.C. 9. Medical	Most of the welfare schemes available to the government employees are also applicable to the supporting staff. Canteen facility, Cooperative store and car parking area	Government aid for minorities (OBC and others), SC/ST Scholarship, Scholarship for differently abled students, Canteen facility, Cooperative store and College Bus facility, Bike parking area

Reimbursement. 10.
Miscarriage Leave. 11.
Faculty Development
Programme, Post Doctoral
Fellowship with salary
for Career Advancement
Scheme of faculty. 12.
Festival allowance and
advance. 13. Festival
month salaries are
credited earlier than the
usual pay date in the
case of some popular
festivals. Cooperative
store, Canteen and car
parking area

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The institution is a government aided institution. All the financial procedures
are subjected to internal and external audits. Financial audit is done
regularly as per Government of Kerala regulations and Accountant General.
Internal audit is regularly conducted by the management. In addition to these
the funds received from external agencies are audited by a practicing Chartered
Accountant. The college also submits the audited utilization statements and
certificates to the respective funding agencies.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
1. Endowment given by various philanthropies	400000	Endowments to students
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6.4.3 – Total corpus fund generated

7355409.06

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	Yes	Internal Audit Committee
Administrative	Yes	Deputy Directorate of Collegiate Education	Yes	Internal Audit Committee

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

PTA contributed towards conducting Seminars, Onam Celebration, laboratories and
College union, fine arts festival.

6.5.3 – Development programmes for support staff (at least three)

		nil		

6.5.4 – Post Accreditation initiative(s) (mention at least three)
nil (first accreditation period)

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	**Yes**
b)Participation in NIRF	**No**
c)ISO certification	**No**
d)NBA or any other quality audit	**No**

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2015	**Regular meeting of IQAC**	**10/07/2015**	**01/06/2015**	**31/05/2016**	**16**
2016	**Feed back from various stakeholders are collected**	**23/02/2016**	**01/06/2015**	**31/05/2016**	**250**
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
1. Personal Counselling	**01/06/2015**	**31/03/2016**	**32**	**9**
2. Counselling camp	**29/01/2016**	**29/01/2016**	**130**	**20**
3. Soap manufacturing	**05/10/2015**	**06/10/2015**	**25**	**8**

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
The institution encourages awareness on environmental issues among its students ,generating in them the immediate need for addressing the issue. Our institution at various level ensures the active participation of its members on various environmental activities : staff as well as students learning through experience .Walking the path not just reading in the texts but through exploring the vast mystic ambience by being a part of nature through its various clubs and programmes like NSS, NCC and inculcating the need as well as values, which is the need of the hour. A few of our efforts include activities undertaken by our NSS, NCC, ASAP, Nature Club etc. like 1. Plastic free campus - Ensures the campus is free from the non bio- degradable pollutants and

promotes nature friendly practices . the waste is collected and ensured that it is properly managed thus preventing harm to the environment 2. Green landscaping- enhancing the green canopy by planting more trees 3. E waste management- Electronic waste is collected , stored and utilised efficiently , ensuring no harm is done through electronic aspects 4. Waste management - Waste is collected and managed properly, through various means like creating fertilizer compost 5. Nature study camp- NSS volunteers conducted a study camp at Kottiyoor forest on 21-08-2015 6. Town cleaning- Sreekandapuram town cleaning was done by NSS College unit on 28-2-2015. 7. Pollution free campus - ensures pollution free campus through various steps for eg: shifting of the parking lot outside of the campus 8. Renewable energy source - Solar panel 9. Rain water harvesting 10.World environment Day celebration

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	2
Rest Rooms	Yes	98

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadva ntages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2016	0	1	20/07/2015	1	Sneha bucket programme	nil	102
2015	0	1	18/09/2015	7	Kaithangu programme – one day one rupee (Rs 3000 collected)	nil	86
2015	0	1	08/10/2015	1	Samaritan Old age home visit	nil	102
2016	0	1	27/01/2016	1	Free eye test camp	nil	102
2016	0	1	15/01/2016	1	Old newspaper collectio n programme	nil	100
2016	0	1	15/01/2016	1	Blood donation camp	nil	31
No file uploaded.							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Yoga day celebration	21/07/2015	No handbooks are published
Teachers day celebration	05/09/2015	No handbooks are published, but written messages are given to teachers
Independence day celebration	15/08/2015	No handbooks are published
Gandhi Jayanthi	02/10/2015	No handbooks are published

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Special camp for giving an opportunity for group living	18/12/2015	24/12/2015	50
No file uploaded.			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

The institution makes it a prime concern to keep the campus eco- friendly through the active participation of its members on various environmental activities. our endeavors include activities like 1. - Ensuring Plastic/Pollution free campus by avoiding the use of non bio- degradable pollutants and promotes nature friendly practices . 2. Green landscaping- enhancing the green canopy by furnishing the campus with the green through planting more trees 3. Effective waste management- the waste both Electronic and other is collected and ensured that it is properly managed thus preventing the harm to the environment 4.Usage of Renewable energy sources mainly Solar power .

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Counseling camp - The students can approach the counselling centre at any time. The class teachers and department heads also refer to the cases. All the students are free to approach the counselling centre. Smt. Sunitha Joseph, Co-ordinator of the centre and PGDCP holder (Post Graduate Diploma in Counselling and Psycho- therapy) meet the students in the free hours and consult the cases. Yearly counselling camps are organised for the first year students in which external professional Counsellors also participate through such sessions, students get an orientation towards the necessity of counselling for a healthy life. In certain cases, counselling facilities are given to the parents also. The practice of counselling and psychotherapy depends on gaining and honouring the trust of clients. The students feel free and comfort with the counselling. 2. Peer teaching - The tutors identify the learning ability of the students by proper internal assessment and mentoring. Both groups of students are equally treated by the tutors by initiating the ''student teacher" programme among them. Some departments give cash awards and recognition to those student teachers on the basis of their active involvement. We have a formal and informal system for this. The students who are more efficient always support the fellow students to come forward. Some departments follow the system of advanced learners among the senior students teaching the junior ones. Normally the teachers identify a leader in each group and he/ she will be the person

having a good score in internal assessment. Informally, before the exams, students prefer group studies and the college provides the classrooms for their group studies. The advanced learners share the value points and important concepts with the slow learners. Practical project works are also done as group work in BBA.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
http://www.sescollege.ac.in/iqac/best-practices

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

SES Greens - The founders of the college dreamed of a higher education that "enkindles the light of knowledge" and :spreads the light of wisdom" in all walks of life. Being located in the hill top and midst of nature, the college stands distinct with its green campus. Since its inception, the founders have tried hard to make the campus more green and eco friendly even though tree plantation was a herculean task in the laterite geography of the campus premises. The green and eco friendly initiatives cover a wide scope in which awareness programmes, exhibitions, competitions, plantations, etc. are included. This year also, as part of 'S.E.S. Greens, college organised several green initiatives like River protection through Bamboo sapling plantation, eco manuscript competition , nature camps for students, greening campus, etc. SES Cares -The social responsibility of a higher education institution is deeply rooted in carving out a future generation who is both socially committed and socially responsible. This can fruitfully happen only if the institution provides ample opportunities for its students to engage in social activities and produce exemplary works in the field of social works. The N.S.S and N.C.C units and various departments are regularly involved in social service activities. Construction of roads, cleaning activities, etc. are undertaken by the NSS volunteers. N.C.C also involves in various activities like repairing roads, cleaning public places etc. Moreover, our students along with staff visit various old age homes, poor homes and orphanages at regular intervals. Apart from financial assistance, the students render services like washing clothes, and nursing old people and patients. The visit to old age homes create a positive impact in the minds of the students and the public.

Provide the weblink of the institution
http://www.sescollege.ac.in/iqac/institutional-distinctiveness

8.Future Plans of Actions for Next Academic Year

• Remedial teaching and Peer teaching • Orientation programme for first year students • More community connectivity programmes • More personal counselling to students • Introduction of department wise add on courses or certificate courses • Apply for new UG and PG courses • Encourage faculties to do research activities