



Yearly Status Report - 2017-2018

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	iqacscollege@gmail.com
Address	SES College Sreekandapuram Sreekandapuram P O, Kannur
City/Town	Sreekandapuram
State/UT	Kerala
Pincode	670631

2. Institutional Status

Affiliated / Constituent	Affiliated
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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/AQAR%2016-17.pdf
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/CALENDAR%202018.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	
1	B	2.55	2016	29-Mar-2016	

6. Date of Establishment of IQAC	01-Jul-2014
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture

Item /Title of the quality initiative by IQAC	Date & Duration
Training on financial management	18-Sep-2017 1
Workshop on effective learning	20-Sep-2017 1
Merit day celebration	11-Aug-2017 1
Orientation program for new faculty members; increasing personal qualities to be a great teacher	19-Jul-2017 1
Organised student seminars	06-Mar-2018 4
Regular meeting of iqac	23-Jun-2017 4
Feedback from various stakeholders are collected	14-Feb-2018 1

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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/ UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with
SES College Sreekandapuram	Refund of fees	State Government	2017 300
SES College Sreekandapuram	NCC	State	2017 365
SES College Sreekandapuram	ASAP	State	2017 365

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9. Whether

Yes

composition of IQAC as per latest NAAC guidelines:	
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)	
<ul style="list-style-type: none"> • Conducted Administrative and Academic Audit • IQAC took initiative to flagship program Convergence Multi disciplinary seminar series to a high blood donation camp was organised for the whole college, in collaboration with cancer centre, Thalassery • Students of our college donated books to a library at Avanakol • Two hundred Teak saplings were planted around the college boundary 	
No Files Uploaded !!!	
13. Plan of action chalked out by the IQAC in the beginning of the academic year towards (Enhancement and outcome achieved by the end of the academic year	

Plan of Action	Achivements/Outc
Decided to conduct an orientation program for first year students and a carrier guidance class for the final year students.	Conducted Orientation pr year students and carrie class for final year stu
Sports facilities	Renovation of existing p in process
Starting new PG programs	MA English and M.Sc Comp were begun in the unaided
orientation programme for new faculty members	conducted orientation pr Increasing personal qual great teacher

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body

Meeting Date

Management Commitee

17-Dec-2018

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

2018

Date of Submission

28-Feb-2018

17. Does the Institution have Management

Yes

Information System ?	
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>SES College Sreekandapuram uses partial management information in its operations. The college uses College Management System (CMS) (2.2) which is developed by Relent Software Technology, Mysore. Library and office are the two main functions in which Management Information System is LAN based and web based. The application offers various types of User Interface (UI) and Role based Applications. The application offers various modules to support Office Management, Academic Management, Student Management. In office, recording attendance, production of various marks of internal reports for 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, hourly attendance of students during a particular semester can be produced easily using the software.</p>

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 has a well planned mechanism for curriculum delivery to the norms stipulated by the Kannur University. Kannur University modified the curriculum of its various courses offered. Our faculty members contributed their ideas in the designing and modification of the curriculum. Based on the feedback and delivery of curriculum, teachers were able to contribute to the designing as well as the implementation of curriculum. The institution follows the rules and guidelines of the University in the effective implementation of various programmes. All the programmes in the college follow a Choice Based Credit and Semester System. The course objectives were clearly conveyed to the students by the tutors and the individual teachers handling those subjects. In the beginning of the academic year itself we prepare an Academic Calendar for the systematic implementation of the programme. The conduct of internal examinations and assessment are planned in advance and committees concerned ensure its implementation in accordance with the University norms. The institution also puts in additional efforts to enhance student capabilities by providing sessions aiming at the multi-faceted enhancement of the students like by providing necessary remedial sessions. Various committees are formulated for ensuring the smooth functioning and coordination of these objectives. Names of teachers in charge of respective committees are selected and recorded in the college handbook. Teachers prepare the work diary with the lessons for the classes and tutorial sessions. The diary is maintained for recording the students' evaluation. Internal assessment register, Attendance register, Remedial class register etc are maintained.

the department for ensuring proper documentation. The tutorial system college supports the students to achieve their goals.

1.1.2 - Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Dev
NA	NA	01/06/2017	0	NA	

1.2 - Academic Flexibility

1.2.1 - New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Intro
BCom	Computer Application (Unaided)	16/09/2
BA	English (Unaided)	16/09/2
MA	English (Unaided)	16/09/2
MSc	Computer Science (Unaided)	16/09/2

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1.2.2 - Programmes in which Choice Based Credit System (CBCS)/Elective course system implement affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS Course System
MSc	Computer Science (Unaided)	16/09/2017
MA	English (Unaided)	16/09/2017
BA	English (Unaided)	16/09/2017
BCom	Computer Application (Unaided)	16/09/2017

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 Enro
0	01/06/2017	0

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1.3.2 - Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Pro Internships
BBA	SEMESTER IV	24

BBA	SEMESTER VI	27
BCom	SEMESTER VI	40
BA	ECONOMICS - SEMESTER VI	32
BCA	COMPUTER APPLICATION	19
MCom	FINANCE	18

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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 inst (maximum 500 words)

Feedback Obtained

To know the effectiveness of curriculum implementation, we prepare a w structured curricular feedback form and is collected from students, te parents, alumni and employer. The institution has always been democrati inclusive in receiving creative suggestions and constructive criticism Every stakeholder at our institution has a say in how the system funct in pointing out the strengths and weaknesses in curricular implementat for seeking out plausible solutions. Each and every single student of institution is provided the opportunity to express their opinions to t teachers and their mode of teaching- learning interaction thus can loc limitations that are felt to be addressed during the course of curricu transactions. The institution makes the necessary reforms in the mode implementation of policies for improving the opportunities and overcom obstacles which comes along the way . The suggestions of the student community about the institution holds much weight and their feedback h immense value in ensuring the bettering of the college as they are an integral part of our system The parent community is an active stakehol our system. Their opinion and the ideas about the curriculum and insti formulated from the feedback of their children holds much weight and t feedback has immense value in ensuring the bettering of the college, a are an essential part in our system. Feedback forms are distributed an collected -here the parents can fill the details, raise issues which s 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	S	F
BCom	Computer Application	35	16		
BSc	Mathematics	29	472		
BA	Economics	38	776		
BA	English	36	710		
BBA	BBA	29	933		
BCom	Co operation	50	1140		
BSc	Physics	33	450		
BSc	Chemistry	29	556		
BCA	Computer Application	25	21		
MCom	Finance	30	20		

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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 fulltime teachers available in the institution teaching UG & PG courses
2017	775	95	45	8	

2.3 - Teaching - Learning Process

2.3.1 - Percentage of teachers using ICT for effective teaching with Learning Management Systems 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	Number of smart classrooms	E-resources
54	41	4	6	1	

[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 College makes every effort to make the learning process more productive. The individual contribution of students can be evaluated through continuous interaction and classroom discussions. In order to ensure continuous monitoring of students' curricular and extracurricular matters, the college has a system of assigning tutors for individual batches. The tutor of each batch acts as a catalyst for growth in every student. Tutors engage students in meaningful, purpose-oriented activities to understand them better.

to assist their development. For graduate students, a mentor is someone who serves as a guide through their institutional training and our institution policy is to keep the relationship even after they leave campus. The college has an additional two hours assigned for tutorial mentoring. During that hour the tutor gives the opportunity to find and express their talents and to express their discomfort if any. The tutor keeps the contact of tutees' parents and parents are requested to contact the teacher for details. Tutors maintain tutorial cards for individual tutees to record all the details of which includes internal and external assessment details and other details related to the students. The parents are requested to meet the tutor at least once every semester and they will check the record and sign it. The effective and proper implementation efforts are taken right from the beginning of the academic year to identify the slow and advanced learners. The tutorial system, peer teaching, group learning and remedial teaching are implemented in the college. Tutors serve to help students balance professional goals with their personal lives and provide emotional encouragement during challenging times. Tutors, who act as mentors try providing a comprehensive support system to motivate students to excel in both academic and non-academic fields and become the contributing citizens of the country. Tutors shall meet students after semester examinations and discuss their performance level. The responsibility of each mentor tutor extends to the entire three year batch. There are various programmes initiated by the Government of Kerala and Higher Education Department like Walk with Scholar (WWS), Additional skill acquisition programme, Scholar support programme, which have been adopted and done in a worthwhile manner in our college. Walk with Scholar is a programme where Thirty students from each batch are selected and allotted (5 each) to Six mentors. As a part of this programme, external mentoring sessions are also conducted. 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. Additional Skill Acquisition Programme (ASAP) is an initiative by Higher and General Education Department 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.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee
870	54	1 : 1

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 full time teachers
54	26	28	28	

2.4.2 - Honours and recognition received by teachers (received awards, recognition, fellowships at 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
2017	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

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Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of re semester-end/ year- end e
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No Data Entered/Not Applicable !!!

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2.5.2 - Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (25

The college evaluates the students on the basis of the various components stipulated by the university for internal evaluation, such as tests, assignments, seminars and attendance. The affiliated university follows Choice-based credit system, wherein the student has the flexibility to choose their course from a list of electives. At the beginning of the course, students are briefed on the general programme outline. Students and the members of the institution are provided with an academic calendar, programme duration, programme structure, courses of study, methods of continuous internal assessment and university evaluation. CIE has different components such as internal examinations, assignments, attendance, seminars, viva voce, with fixed weights to each component. Two internal examinations are conducted during each semester apart from the model examination. Model question papers are prepared in accordance with University exams. Central Monitored Examination: The examinations are centrally monitored and coordinated by the IE wing. This maximizes the credibility of the internal evaluation system and reduces the chances for malpractices. Students who fail in these examinations with valid reasons are given another opportunity to appear for the Retest. Students' performance is discussed in detail during the PTA which is held after sessional examination in each semester. Some Departments conduct online examinations to give the students an edge in preparation for online entrance examinations and career entry examinations. Different measures are taken at various levels to ensure that internal assessment is transparent and robust in terms of frequency and variety.

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

The Staff council presided by the Principal, HODs, and two elected members are maintained in the institution to ensure proper running of the Academic activities of the college, and the academic schedule is encoded in the academic calendar. The staff council in consultation with the Internal Quality Assurance Cell is responsible for scheduling and planning the Academic calendar. The academic calendar and examination schedule are prepared at the beginning of each academic year and the Academic activities in the college are coordinated accordingly by the staff council along with the HODs of all departments. An action plan for the academic year is prepared by the individual departments based on the Academic calendar. The department organises 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 plan inputs from the departments, the college prepares the academic calendar making the dates for the internal examinations and the observation of important extra and co-curricular activities. The curricular and

extracurricular activities of the college are consolidated by the IQAC on the action plan submitted by the individual departments. At The end year, a meeting is convened in the presence of the principal to check the action plan set at the beginning of the academic year got reflected in action.

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
NA	MCom	Finance	19	11
NA	BCA	Computer Application	17	4
NA	MA (Journalism)	Journalism	15	15
NA	BSc	Mathematics	25	16
NA	BSc	Chemistry	27	22
NA	BSc	Physics	27	14
NA	BA	English	39	20
NA	BA	Economics	33	17
NA	BBA	BBA	27	12
NA	BCom	cooperation	40	31

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2.7 - Student Satisfaction Survey

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

[NA](#)

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 in year
Total	0	NA	0	0

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3.2 - Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	
Conducted one day entrepreneurial and life skill training programme in Association with RUDSET institute	ECONOMICS	17

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
NA	NA	NA	01/06/2017

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Comm
NA	NA	NA	NA	NA	01/06/

No file uploaded.

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
NA	0

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

Type	Department	Number of Publication	Average Impact Factor
International	Commerce	1	2.26
International	Commerce	1	2.26
International	Chemistry	2	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
Economics	1

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3.3.5 - Bibliometrics of the publications during the last Academic year based on average citation 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 excluding se
Nil	Nil	Nil	2017	0	Nil	0

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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 mentioned in the p
NA	NA	NA	2017	0	0	NA

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

Number of Faculty	International	National	State
Attended/Seminars/Workshops	8	15	1
Presented papers	3	11	1
Resource persons	0	0	1

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3.4 - Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such
Nature study camp	SES NSS and Kerala Forestry Department	3	
Charity home visit	SES NSS and Samaritan home, Chengalayi	2	
Public road cleaning -Flash mob	SES NSS, ASAP and Sreekandapuram Municipality	3	
Book donation programme	SES NSS and Avanakol Public Library	2	
Five rain water harvesting pits were dug at the avanakol public library premises	SES NSS and Avanakol Village ward25 and sreekandapuram municipality	2	

Blood Donation Camp	SES NSS and Malabar Cancer Centre Thalassery	2	
Socio Economic Health survey	SES NSS and Sreekandapuram Municipality	2	
Connecting to community	SES College English Department and Sal Sabeel School, Sreekandapuram	3	
ENGLESTIA	SES College English Department Little Flower School ,AUP School kottur	5	
Agriculture Farm visit	SES College English Department	5	

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3.4.2 - Awards and recognition received for extension activities from Government and other recogn during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Be
NA	NA	NA	0

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of st participated activite
Nil	Nil	Nil	0	0

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3.5 - Collaborations

3.5.1 - Number of Collaborative activities for research, faculty exchange, student exchange during

Nature of activity	Participant	Source of financial support	I
NA	0	NA	

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

Nature of linkage	Title of the	Name of the partnering institution/ industry /research lab with contact	Duration From	Duration To	I
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	linkage	details		
NA	NA	NA	01/06/2017	01/06/2017

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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 MoUs
NA	01/06/2017	NA	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
4000000	3122289

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 LCD facilities	Existing
Video Centre	Existing
Classrooms with Wi-Fi OR LAN	Existing

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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 partially)	Version	Year of adoption
Relent College Management	Fully	5.4.45	2017

4.2.2 - Library Services

Library Service Type	Existing	Newly Added
No Data Entered/Not Applicable !!!		

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4.2.3 - E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC

Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & instit (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launchir content
NA	NA	NA	01/06/2017

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4.3 - IT Infrastructure

4.3.1 - Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Availabl Bandwid (MBPS/GB
Existing	91	72	30	7	0	3	9	10
Added	10	10	0	0	0	0	0	0
Total	101	82	30	7	0	3	9	10

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 record
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, (salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incu maintenance of p facilities
10	596533	25	2295580.0

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 available in institutional Website, provide link)

Our institution is equipped with cutting edge infrastructure , which in central library, laboratories, computer labs, well maintained class r sports hostel and canteen . Assistance and support from central and governments, the University Grants Commission, management and parent t associations are harnessed to implement and maintain the facilities avai decentralised mode is adopted with the manager as the head . The s council, IQAC and governing council discuss issues pertaining to infrastructure facilities and take appropriate measures. Our institi constantly strive to maintain the infrastructure and add more to our r

bank. Annual maintenance are done to computers and printers too. Reinforcement of its facilities is always a prime priority of our College. The institution utilises different funds available for the Purchase of new equipments for physical education and various departments. Optimal utilisation of technological aids like Laptops and projectors are made for ensuring a rich enrichment. The principal conducts checks on the facilities, ensuring they function properly. Repairs are undertaken when necessary. The teaching staff assists in proper maintenance of the system.

<http://www.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	Ar
Financial Support from institution	Student Aid Fund	5	
Financial Support from Other Sources			
a) National	Central Sector Scholarship	5	
b) International	0	0	

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
1 Skill class on Medical Emergency (ASAP)	06/01/2018	25	Department of H Education, Ke
2. Sessions on Communicative English and IT (ASAP)	06/01/2018	25	Department of H Education, Ke
3. Personal Counselling	16/06/2017	190	Counselling Centre College
4. Class on Logistics Orientation	17/01/2018	30	Department of Ecc
5. Students Counselling and Motivation	30/08/2017	96	Department of Ecc
6. Class on Entrepreneurship	17/01/2018	100	Department of Ecc
7. Bridge Course	11/09/2017	141	Departments Mathematics, Comme Physics
8. Tutorial Sessions	06/07/2017	697	S.E.S. College (

9. Peer Teaching	26/06/2017	439	S.E.S. College (
10. Remedial Teaching	14/06/2017	234	S.E.S. College (

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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 passed in the comp. exam
2017	Target-An Entrance Coaching Activity (Commerce)	15	0	6
2017	TSE (Physics)	30	0	2

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

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

5.2 - Student Progression

5.2.1 - Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	
Nil	0	0	Mathrubhumi News TV Channel, Mathrubhumi Newspaper	5	

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of program administered
2018	7	BA	ECONOMICS	KMM GOVT WOMEN'S COLLEGE, EKMM	MA A

				GOVT COLLEGE, ELERITHATTU, St.THOMAS COLLEGE , THRISSUR, Nirmalagiri College, Koothuparamba, Kannur University Palayad Campus	ECONOM MATHE ECONOM ECONOM DEVELC ECONOM
2018	17	BA	ENGLISH	KMM GOVT WOMEN'S COLLEGE, Calicut University, Kannur University, NSS ITE, ODHORA,TRIVANDRUM, SES COLLEGE SREEKANDAPURAM, SACRED HEARTS COLLEGE THEVARA, MG University, Patriarch Ignatius Zokka Training College, Ernakulam, Crescent B.Ed College, IGNOU	MA Er B.Ec Diç Animat Jour M Commun D
2018	8	BSc	PHYSICS	MES College Nedmkandam, PAYYANNUR COLLEGE, SREE NARAYANA COLLEGE, KANNUR, ITM COLLEGE MAYYIL,DEPT of MANAGEMENT STUDIES, KANNUR UNIVERSITY PALAYAD CAMPUS, ANNAMALAI UNIVERSITY, KONGUNADU ARTS & SCIENCE COLLEGE	MSc P M

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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	3
GATE	1
Any Other	15

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

Activity	Level	Number of Parti
Chess Championship for Blind	Kannur District	14
Annual ATHLETIC Meet	Institution	72
Arts Day (Unaided)	Institution	60
Elocution Competition	Institution	6
Freshers Day	Institution	450
College Day	Institution	410
New Year Celebration	Institution	500
Christmas Celebration	Institution	140

Onam Celebration	Institution	210
Fine Arts Day	Institution	623

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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/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Na
2018	1st position, 32nd Federation Cup National Basketball Championship	National	1	0	10638	AM
2018	4th position in All India Inter University Basketball Championship	National	1	0	10638, 10642, 10641, 10640, 10639, 10954	AS : : S KK

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

The pulse of the college is, the students there. Therefore, the elected college Union has a duty to maintain that wave. The College Union of the year 2017-18 has had a huge impact on the cultural sector of the college. The elected college union was excellent in focusing on academic, cultural, literary, artistic and athletic tastes of each student and conducted various programmes within a short period. The college union is proud to list them. Each of the programmes were a big success due to the presence of great guests. We could conduct the release of the magazine named Pashik the previous college union. The programme was inaugurated by well known Painter and a Cultural worker Sri. Eby N Joseph. The inaugural functions all associations were conducted and the college union inauguration was ceremony. It was done by Honble Kannur MP Sreemathi Teacher and the inauguration was done by Sri. Aneesh Ravi the Cine Artist. On the same Sreemathi Teacher inaugurated the college Union Office, constructed by Management. The college union could conduct a Seven day arts festival upto the University arts fest. After this college arts fest, our selected students could participate in 15 single items and 5 group items in

University arts fest conducted at S.N college Kannur. The students Fij won 1st price in English speech. Anusree K won 2nd price in Hindi Movie and Ayisha Noureen, Maydhini Mohan, Maya satheesh won 3rd place in 1 Essay, Mono act, Caricature respectively. And also group items got s mention in the arts fest. We got 3rd place in Margamkali and Folkdanc Folksong/Nadanpatt group got A grade also. Overall we finished in position , first time ever. It was a historic moment. The sports day inaugurated by our principal Dr. Dominic Thomas . Other than these pro the college union could conduct union tour, New Year celebration, Chr celebration, Palliative center visit, Valentines day celebration, Kar competition and other Cultural activities. The union was able to fulfil responsibilities in its entirety with most possible perfection. The completed the last part by handing over the right team to fulfill remaining dreams...

5.4 - Alumni Engagement

5.4.1 - Whether the institution has registered Alumni Association?

No

5.4.2 - No. of enrolled Alumni:

0

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

16200

5.4.4 - Meetings/activities organized by Alumni Association :

Eventhough the College does not have a registered Alumni Associati following Alumni meetings were organised by the Departments concern Department of Chemistry - on 16-12-2018 Department of Physics - on 31- Department of English - on 28-04-2018 Department of Commerce - on 17- Department of Commerce received an almirah (worth Rs9500) as contribu Department Alumni Association

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)

The college follows a decentralized method of governance and promote participative management by involving various academic and administrative bodies in planning and execution of all activities on the campus. Principal Head of the Institution, takes important decisions in consultation with concerned departments and student representatives. Operational autonomy allows departments, clubs and associations to work towards decentralized governance. The practice of participative management is exercised through different departments, forums and clubs. The different committees and Departments operate in full collaboration with other departments, the Council and Student Bodies. These department operations include the Internal Examination committee, Admission Committee, Discipline Committee, Ragging Cell, and committees for Arts and Sports events. College union

election is done annually. A Returning Officer is appointed by the Principal who controls and executes all electoral processes related to the University Election. The Presiding Officer is chosen from the teaching staff. The Returning Officer assigns the duties among all teaching and non-teaching staff for the smooth functioning in the second phase. The practice of participative management is exercised through different departments, sections and clubs. The different committees under Departments operate in collaboration with other departments, the Staff Council and Student Union. The Principal appoints a teaching staff, the responsibility of conducting the Examination process along with non-teaching staff support. The Examination coordinator coordinates examination related matters. Every teacher in the department has duties in the execution of the examination process. During the Arts and Sports events, all teaching staff are entrusted with various duties in managing the competitions, from being appointed as judge, organizing programs and games, event in-charges and as the medical team in emergencies. The Admission Committee headed by the Admission Nodal Officer distributes admission charges between the teaching and non-teaching staff. The preparation and notification of selected students for admission, representation of community quota and registration process are conducted with the help of the entire system of the college. The Discipline Committee of the college consists of multiple cells within it consists of all teaching staff. Anti-Ragging Cell works in collaboration with the Discipline Committee. Further, different student support programmes work parallel, thus the college could develop a peaceful, co-existing culture in the college. The Discipline Committee works with other related cells prevents harassment, using narcotics, and alcohol, etc. The faculty members and students are assigned the responsibility of conducting forums and clubs by which they coordinate the activities. Students frequently contribute to the regular activities of the college. These forums and clubs include NSS, ASAP, WWS, NCC, SSP, Career guidance cell, various Clubs, and Students Union. There is a staff club in the college which is an informal body that performs functions as a unifying factor among the members of staff and organizes various social, cultural and welfare activities.

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 each):

Strategy Type	Details
Research and Development	The college always strives to be better and best by incorporating more and more learning and up skill initiatives. There is regular attempt to encourage research aptitude among Teachers and students. A good number of Teachers have PhD or else they are pursuing research. The college promotes paper publication and presentation of Teachers and students. Most of the faculty have their publications in UGC recognized journals. The institution promotes research oriented development by inspiring

	teaching faculty as well as the students through encourage inquisitive learning.
Curriculum Development	The institution is committed to impart quality value higher education to achieve academic excellence through continual improvement of its scholastic ability. Being an affiliated college, we implement the curriculum prepared by the university affiliated but through the board of studies members from our college, we contribute our suggestions for the development and betterment of the curriculum. Our aim is to ensure the national and international competitiveness through professional upliftment of the Institution with reliable quality education, skill development programme and other services. We focus on Academics with emphasis on Innovation, Green initiatives, Community Service.
Human Resource Management	The human resource of the college consists of the teaching staff, the non-teaching staff and the students. The Teaching staff is managed as per the code of conduct prescribed by the university as well as the orders issued from time to time by the state government and the university, and the non-teaching staff by the college. We value our students as the most important stakeholders and strive to do everything possible for their upliftment.
Library, ICT and Physical Infrastructure / Instrumentation	Our campus spreads over an area of over 20 acres which encompasses classrooms, Department staff rooms, laboratories, a general library, department libraries, computer lab, Auditorium, Principal's office, administrative offices, staff rooms, girls' room, co-operative store, canteen, open air auditorium, security rooms etc. The college has been making consistent and sincere efforts to improve its existing infrastructure as per the need of the hour. College website makes essential information available. The general library has a good number of books and journals. The library is semi-automated.
Teaching and Learning	The key element of any educational institution is its teaching and learning process which requires proper planning and execution. We have a continuous monitoring system by assigning tutors to individual batches. We assure timely completion of syllabus. We conduct the internal examinations within the time limit of the semester system. We have incorporated the government initiatives like, Walk With a Scholar for advanced learners, Scholar Support Program for slow learners and ASAP for students improving communication skills, IT skills and one specific skill. Various strategies for guided and self-directed learning are employed according to the learning potential of the students.
Industry Interaction / Collaboration	An ongoing interaction between the Industry and Institution is an essential one to provide a platform for both the students as well as the faculty members to be aware of industry expectations from the graduates. To explore and identify various avenues of interaction with industry, The Department

	Chemistry, BBA and Physics organized an industrial visit to various industries. Walk with a Scholar arranged motivational visits. Such collaborations assist the Training and Placement Division and Practical exposure to students about industries.
Examination and Evaluation	Evaluation process in the higher education system is rigorous to gauge the knowledge and skills acquired at various stages of the programmes. Our college has instituted a wide range of evaluation processes. The examination coordinator is in charge of the Internal and external assessments. The faculty in charge of each subject announces the topics for assignments along with deadlines for submissions. The college in accordance with the university norms conducts seminars and viva. In each semester, the college conducts a central model exam. The mechanism is run by an examination coordinator under an experienced senior faculty.
Admission of Students	The Centralized Admission Process is followed in strict observance with the University regulations. The Admission Committee is responsible for the admission procedures for graduate and postgraduate courses. The committee with the leadership of a nodal officer appointed by the principal ensures fair and smooth admission process in the college.

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

E-governance area	Details
Planning and Development	The Vision and Mission Statement is uploaded on the institutional website. • Further development strategies are uploaded on the website which includes major policies.
Administration	The Administrative work is now partially computerised.
Finance and Accounts	Salary bills are prepared by using the SPARK software implemented by the Government of Kerala. We make e-grants available to our students, which is a web based disbursement of educational assistance to all the post matric students including ST, OBC as well as economically weaker sections of society in Kerala. It provides provision for making online applications, processing and sanction of financial assistance to needy students. We have Group insurance scheme, and State health insurance, both of which are e-governed. PF is also online.
Student Admission and Support	University's single window online admission procedure is strictly followed. It is done through a university online platform. The Admission Committee is responsible for the admission procedures of the graduate and postgraduate students. E-.grants scheme is available to students.
Examination	Registration of exams is done through university online platform. Marks submission are also done through online of the university. Teachers details are entered in university examination portal for valuation purposes.

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
2018	Dr. Dominic Thomas	Issues and new ideas in Sports Management	Nil
2018	Dr. Dominic Thomas	Restoration of values in Society through Reforms in Higher Education	Nil
2017	Dr. Dominic Thomas	Excellence in Higher Education : Need for Strengthening Aided Sector in Kerala	Nil
2017	Mrs. Nasreena P.K.	International Workshop on Regimes and Regions of Historical writing in India	Nil

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6.3.2 - Number of professional development / administrative training programmes organized by the institution 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)
2017	Orientation Programme for new faculty members : Increasing personal qualities to be a great teacher	nil	19/07/2017	19/07/2017	29	
2017	Workshop on Effective learning	nil	20/09/2017	20/09/2017	47	
2017	nil	Training on Financial Management	18/09/2017	18/09/2017	0	

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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	From Date	To date

	attended		
Orientation course by UGC HRDC ,kannur	1	01/03/2018	28/03/201
Faculty Development programme in entrepreneurship ,NIT,Calicut	1	27/12/2017	06/01/201

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full T
2	29	2	6

6.3.5 - Welfare schemes for

Teaching	Non-teaching	Students
<p>Provident Fund coverage for all as per rules. GIS (Group Insurance Scheme) for the whole staff .Duty leaves are granted for attending officially sanctioned seminars and workshops. Special parking area is arranged on the campus for teaching and non-teaching staff. . Free WiFi facility provided for the staff. Honour of teachers acquiring higher academic qualification is done. Staff club conducts staff tour annually. We have Canteen, cooperative store and all other provisions offered by the Government of Kerala</p>	<p>Provident Fund coverage for all as per rules. GIS (Group Insurance Scheme) for the whole staff .Duty leaves are granted for attending officially sanctioned seminars and workshops.Special parking area is arranged on the campus for teaching and non-teaching staff. . Free WiFi facility provided for the staff. Honouring of staff acquiring special achievements are done . Staff club Conducts staff tour.We have Canteen, cooperative store and all other facilities offered by the Government of Kerala.</p>	<p>Majority of students are benefited scholarship student aid : We have imple new initiati Kerala govern successfully (with the Govern financial ass . We have a Career Guidan .We ensure th of Government minorities (others), S Scholarship : similar.We hostel facili girls.</p>

6.4 - Financial Management and Resource Mobilization

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

The college, a government-aided college, receives funds from UGC and Management, PTA, Alumni, and grants and scholarships from State and government. The Institution has a transparent financial management system transactions are done as per rules. The internal and external financial audits are conducted separately. During annual audits by the Director Collegiate Education the audit team verifies all the financial documents related to the public funds utilized by the College. The Accountant General Kerala also conducts their periodic verification of all the accounts funds are internally audited and a chartered accountant audits the

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

Name of the non government funding agencies /individuals	Funds/ Grants received in Rs.	Purpose
Management	5044623	Various purposes including infrastructure development

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6.4.3 - Total corpus fund generated

8617333.27

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	No	nil	Yes	Internal audit committee

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

PTA meeting is conducted to provide feedback related to academic activities. PTA contributed towards conducting seminars, Onam celebration, labora... College union and Fine arts festival

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

1. Orientation Programme for new faculty members : Increasing personal qualities to be a great teacher
2. Workshop for effective learning
Training on Financial Management

6.5.4 - Post Accreditation initiative(s) (mention at least three)

1. Took initiative for filling up the vacancies of permanent teacher supporting staff
2. Remedial teaching and peer teaching are strengthened to improve the results of university exam

6.5.5 - Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	
b) Participation in NIRF	
c) ISO certification	
d) NBA or any other quality audit	

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	Impact
2017	Regular meeting of IQAC	23/06/2017	01/06/2017	30/03/2018	

2018	Feedback from various stake holders are collected	14/02/2018	01/06/2017	30/01/2018
2018	Multidisciplinary seminar series for students	22/02/2018	22/02/2018	06/03/2018

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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 year)

Title of the programme	Period from	Period To	Number of Participants
			Female
1. Anti Ragging awareness Programme	23/08/2017	23/08/2017	125
2. Counselling Camp (Introspection-2018)	19/01/2018	19/01/2018	69
3. Cyber Security Awareness Programme	29/04/2018	29/04/2018	185
4. Personal Counselling	01/06/2017	30/03/2018	135
5. Miss Confident S.E.S. Competition	09/03/2018	09/03/2018	73
6. Yoga Training by NCC	21/06/2017	21/06/2017	35

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

Percentage of power requirement of the University met by the renewable energy source

Being located in the middle of nature and identifying the need of the our institution ensures the active participation and contribution of stakeholders to various environmental initiatives. We do have several for making our campus and its premises eco friendly : E waste management
 The college has collaboration with Clean Kerala Project of Local Government Department of Kerala. E wastes are collected and handed over to Clean Kerala Company. 2. Bio waste Pipes - College has set up 3 bio pipes to dump the food waste. It is located near the public hand wash that it is quite easy for students to dump the food waste. 3. Contingent sapling plantation - Under the initiative of NSS and Nature Club, saplings are planted in the campus. The volunteers try hard to take care of it. On Environment Day, this year, NSS has initiated a programme titled "Tree in my Campus" 4. Organic farming - Under the initiative of NSS, in the campus has been exclusively undertaken to do organic farming year, volunteers could yield vegetables. Tapioca stems were planted but due to the attack of boars, the vegetation did not turn out successful. 5. Rigorous cleaning campaigns and programmes - A one week cleaning programme was conducted in Campus as part of Gandhi Jayanthi Celebrations by Volunteers. Moreover, the whole campus also undertook a cleaning initiative on October 4, 2017. A road cleaning was done at Madampam and Avanakol by volunteers on June 29, 2017 and October 18, 2017 respectively 6. Nature Camps - Our college had a tradition of participating in Nature Camps

organised by Kerala Forestry Department. This year also, NSS and Natu jointly collaborated with Kerala Forestry Department and gave opportunity to 29 students to participate in a Nature Camp at Thirunelli from November 1, 2017 to November 15, 2017. Four teachers and one non teaching staff accompanied the students. 7. Agriculture farm visit - The Department of English organised an Agriculture farm visit to Josegiri farm on May 1

7.1.3 - Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	3
Rest Rooms	Yes	1
Any other similar facility	Yes	3
Any other similar facility	Yes	3

7.1.4 - Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participants
2017	0	1	29/06/2017	1	Cleaning roads and premises	Hygiene and reducing accidents on public roads	
2017	0	1	18/10/2017	1	Socio Economic health survey at nearby village	Help Municipality in realising necessities	
2017	0	1	18/10/2017	1	Road cleaning in community	Helping community in maintaining hygiene	
2017	0	1	16/11/2017	1	Swatchatha campaign flash mob	Cleaning campaign	
2018	0	1	01/03/2018	1	Old age home visit	Extending care to society	

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

Title	Date of publication	Follow up(max 100 words)
College Calendar cum Handbook for students	19/06/2017	The facilities of the institution, detail courses, fee and examination, Rule of Conduct students, etc. are included in the College Calendar cum Handbook

7.1.6 - Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
1.Iftar Party	20/06/2017	20/06/2017	32
2.Environment Day celebration	05/06/2017	05/06/2017	61
3.Promotion of Yoga	21/06/2017	21/06/2017	64
4.Teachers' Day celebration	05/09/2017	05/09/2017	22
5.Hygiene campaign on Gandhi Jayanthi	02/10/2017	02/10/2017	80

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

College gives all support and encouragement to the green initiatives ahead by the stakeholders. Following are the main initiatives undertaken to make the college eco friendly : 1. Paper bags and paper pens production training by NSS 2. LED Bulb production training by NSS 3. Plastic free campus campaign 4. Sapling plantation 5. Organic farming 6. Rain water harvesting

7.2 - Best Practices

7.2.1 - Describe at least two institutional best practices

Best Practice 1 Title of the practice : Connecting to Community The communities surrounding the college deserve an active and efficient academic intervention of a Higher Education institution. The students of the college deserve several opportunities for getting exposure. Through the Peer Teaching Programme, some departments follow the system of advanced learners among senior students teaching the junior ones. The Peer Teaching Programme is taken to the next level by extending the service of peer Teachers to the nearby community With the objectives of enhancing teaching skills among students, establishing an academic collaboration with a nearby educational institution and giving an academic exposure to students, students who are part of Peer Teaching scheme are given an opportunity to take classes for school students of nearby communities. Under the aegis of the Department of English, students are given an opportunity to enhance their teaching skills by taking class to the school students. The willing peer teachers of the Department of English were given an opportunity to teach in Salasa School, Sreekandapuram on March 7, 2018. The programme Connecting to Community was launched as an extension of Peer Teaching Programme which will enable the students to have a real classroom teaching experience and help in establishing an academic relationship with the nearby communities. Students of English Department handled sessions on Grammar and science to motivate their lives. They took classes to the Upper Primary class students and they too enjoyed the different experience. Mr. Baby Thomas, Head of Institution

Department, Mrs. Shabeena Backer and Mrs. Shyna Janardhanan, faculty member of English Department, accompanied the students. The students also gave feedback. It also helped the peer teachers to improve their method of teaching. The Connecting to Community Programme was too fruitful that the student teachers really cherished the experiential learning initiative. This was a first ever experience for them that they could teach in a school. The certificates provided by the school made the students feel that they made a great achievement which they expressed through their words.

Practice 2 Title of the practice : Whatsapp Class Mobile phones have become a part and parcel of everyone's life and so the teaching learning process cannot also proceed further without making use of m-learning tools. Several mobile applications are now available to enhance knowledge of various disciplines. But all the learning applications and tools create some hesitation among some students as they treat it only as a complicated tool. Thus nowadays educational thinkers advocate integrating social media platforms itself to teaching learning contexts as students are easily adapted to the ambience of those platforms. So the various departments of the college also have shifted to the social media arenas, especially Whatsapp groups to manipulate it as an effective teaching learning tool. With the objectives of integrating student friendly m-learning tools (social media) in Teaching learning, making learning process more interesting and updated, making learning materials easily accessible to all students instantly, enhancing teacher student relationship through the easy availability of the teacher and giving opportunities for the weak learners to raise queries without any hesitation, various teachers have started using Whatsapp as a tool for transferring learning materials. Some teachers provide audio recordings on topics from courses, some provide web links of various educational websites, some conduct Oral tests, quizzes, etc. Advanced learners are also given opportunities to share their ideas on the topics concerned. Students raise doubts on the classes taken and difficult portions. And to be sure, the students make use of the Whatsapp group to make active discussion during examination times. And as there is the presence of the teacher, students cannot make any trivial chats too. It helped in creating a healthy learning environment, building and co-operative mentality among students. Teachers are also compelled to shift their positions from sages to mentors and friends. Students actively participate in the m-learning happening through Whatsapp.

Several parents have also extended positive remarks on the academic development of their children through the use of Whatsapp as a learning tool. Earlier, the main complaint from parents was that their children are not engaged in mobile phones, especially whatsapp. It is this complaint that compelled the teachers to manipulate it as an effective teaching learning tool. The weak learners are also happy about the fact their main hobby of chatting online has turned out to be an effective learning tool. Moreover, the students are getting easy access to the teacher. Students who are nervous about raising doubts and apprehensions in direct classes are able to raise their queries without fearing anything. The relationship between the teacher and student have also become an amicable one.

Upload details of two best practices successfully implemented by the institution as per NAAC on your institution website, provide the link

[http://www.sescollege.ac.in/public/downloads/Best%20Practices%202017-](http://www.sescollege.ac.in/public/downloads/Best%20Practices%202017-2018.pdf)

7.3 - Institutional Distinctiveness

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

S.E.S. Greens : a) Digging of rainwater soak pits : Several rainwater pits were dug at Avanakol, the participatory village of NSS, by volunteers. The NSS volunteers and other students of the college took up the issue. They dug several rainwater soak pits at various points on the NSS day, September 24, 2017. b) Nature Camp at Thirunelli, Wayanad : In collaboration with Kerala Forestry Department, the NSS units and Nature Club of S College jointly organised a Nature Camp at Thirunelli, Wayanad from November 13, 2017 to November 15, 2017. Thirty students, 4 teachers and one teaching staff participated in the Camp. c) Plantations and vegetation Environment day celebrations were officially inaugurated on June 5, 2018, an event named "My Tree in My Campus". The inauguration was done by Shasheendran, Agriculture Officer and an alumnus of our College. Under the venture "My Tree in My Campus", everybody was given a chance to plant their own tree on the campus. A separate portion of the campus was exclusively undertaken by NSS units for organic farming. d) Green Welcome : All the years were welcomed to college by the NSS Volunteers by gifting a sapling. Farm visit : The Department of English organised a farm visit to Josey Agriculture farm on May 1, 2018 based on a different but appreciable experience from the passing out students of BA English. They came up with an idea that they wanted to make a one day trip with all the Department teachers to a nature friendly place. And thus the HoD, Mr. Baby Thomas suggested a one day trip to Josegiri. The journey was an opportunity to strengthen the relationship between nature and human beings and teachers and students. Students realised that they would never forget the experience and would be making trips in the future to the same destination. S.E.S. Cares : a) Care visits by NSS Volunteers : The NSS volunteers took keen interest in visiting Samariyil Age Home and 'Snehalayam' - Rehabilitation centre on March 1, 2018, and March 10, 2018 respectively. A team of fifteen volunteers visited Samaritana and 33 NSS volunteers visited 'Snehalayam'. In addition to this, the NSS units were able to donate some of the dresses collected from Avanakol to the authorities of Ashraya Charitable Trust, Mathamangalam b) Socio Eco Health Survey by NSS : A socio economic health survey was conducted in Avanakol by the NSS units. A questionnaire was prepared and distributed to the volunteers. The volunteers were divided into groups and they visited the houses of Ward No.25 and collected data. They collected used dresses of good quality) also so that it can be given to some orphanages. c) Donating Books : As part of Gandhi Jayanthi celebrations, the NSS volunteers collected hundred books to the Public Library at Avanakol. The Library authorities were really inspired by the social commitment of the students. The premises of the library were also cleaned.

Provide the weblink of the institution

<http://www.sescollege.ac.in/igac/institutional-distinctiveness>

8.Future Plans of Actions for Next Academic Year

- Planning to increase collaborations with other academic and industrial institutions through MOU's.
- Planning to give improvised student support

giving Spoken English classes and competitive exam training • Teachers promoted to do online courses under NPTEL • Students creative and academic writing will be promoted • More nature conservation programs will be organized • Quality enhancement seminars and workshop for teaching staff will be organized • Curricular and co-curricular seminars, workshops and festivals promoted