YEARLY STATUS REPORT - 2020-2021

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 its own campus?	Yes
• Phone no./Alternate phone no.	0460-2230293
• Mobile no	9447449390
• Registered e-mail	dominicpulickal@gmail.com
• Alternate e-mail	sajeeshthadathil@gmail.com
• Address	SES College Sreekandapuram
• City/Town	Sreekandapuram
• State/UT	Kerala
• Pin Code	670631
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Semi-Urban
• Financial Status	Grants-in aid

• Name of the Affiliating University	**Kannur University**
• Name of the IQAC Coordinator	**Dr.Sajeesh T J**
• Phone No.	**9633672948**
• Alternate phone No.	**9995259669**
• Mobile	
• IQAC e-mail address	**iqacsescollege@gmail.com**
• Alternate Email address	**sajeeshthadathil@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	http://www.sescollege.ac.in/public/downloads/AQAR2019-2020.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	http://www.sescollege.ac.in/public/downloads/Hand%20book%20%202020-2021.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.55**	**2016**	**29/03/2017**	**28/03/2021**

6.Date of Establishment of IQAC	**01/07/2014**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
S.E.S College Sree kandapuram	**RUSA**	**UGC**	**2020-2021**	**65,00,000**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**
• Upload latest notification of formation of IQAC	View File

9.No. of IQAC meetings held during the year	4	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

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

AQARs have been submitted to NAAC online portal
Second cycle SSR has been submitted on March 2021
Conducted AAA, energy audit, green audit, and water audit
Received ISO certification
Organized Multidisciplinary webinar series

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

Plan of Action	Achievements/Outcomes
Provide more attention to bridge course and induction program	Organised bridge course
Provide more attention to peer teaching and remedial teaching	Conducted Remedial teaching and peer group teaching and best student teacher award was provided to promote peer teaching
Conduct Value education,gender equality programme and academic seminars	Conducted gender equality programme for the students
Improve the activities of the college career guidance cell to	Organised academic webinars and career guidance programme for

provide proper guidance for competitive examinations	students
Organise professional development programmes for teaching and non teaching community	Organised professional development programmes for teaching and non teaching staff
Promote extension activities of the college	Extension activities of the college named NOSES successfully met the requirements of the community
Encourage the innovations	Organised convergence international interdisciplinary webinar series
Improvise college handbook and academic calendar	Improvised college hand book and uploaded in the website
Celebrate national and International days and events	Celebrated national and International days and events
Implementation of academic and administrative audit	AAA has been conducted
Decided to submit AQAR in online portal	AQAR has been submitted
Upgradation of website	Website has been upgraded
Encourage more certificate courses	Number of certificate course has been increased

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

- Name of the statutory body

Name	Date of meeting(s)
Management Committee	23/12/2021

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2019-2020	28/08/2020

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**496**

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**1000**

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**94**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**313**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**55**

File Description	Documents
Data Template	View File

3.2 Number of sanctioned posts during the year	55

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	46
4.2 Total expenditure excluding salary during the year (INR in lakhs)	147.54
4.3 Total number of computers on campus for academic purposes	133

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

As a Govt aided college, affiliated to Kannur university, we follow the curriculum designed by the Kannur University. The college currently has seven UG programmes and one PG Programme under the Choice Based Credit and Semester system in the Aided section and four UG Programmes and four PG programmes in the Unaided section. All possible measures are taken to publicise the POs, PSOs and COs prescribed by the University. They are displayed at various places on the college campus and also in the college website. Teachers take special care in disseminating the POs, PSOs and COs to the students. The college makes all necessary preparations for systematic delivery and documentation of curriculum in accordance with the Academic Calendar, Syllabus and the POs, PSOs and COs prescribed by Kannur University, through bridge courses, work diaries, teaching plans, tutorial books and time tables.The planned curriculum is effectively delivered through various means such as lectures, assignments, seminars, quizzes, projects, case studies,peer teaching,remedial teaching, ICT enabled presentations and videos prepared by students and teachers.Systematic feedback system is implemented to collect

feedback from students, teachers and alumni about the curricular aspects in order to incorporate latest developments in related fields. The recommendations made by the stakeholders of the syllabus are discussed with the members of the University Board of Studies of the concerned programme from the college and later these recommendations are presented during the preliminary workshops for curriculum revision to make necessary changes and to improve competence and employability of the curriculum.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

College prepares the academic calendar based on the Kannur University academic calendar.College academic calendar includes tentative dates for internal exams, model exams, university exams, national days, holidays, vacations, semester start and end dates and other important events. The academic calendar is uploaded in the college website for the all-time information of the students and stakeholders and is also distributed among teachers and students. Continuous internal evaluation of the students is made by conducting assignments, seminars, and examinations. A well developed time table is maintained for class timings and internal evaluation .The Model exams are conducted before the university exams and the students are given a clear idea about the University examination in all detail. This is done in accordance with the academic calendar of the college . The class tests are conducted based on the convenience of the departments based on the academic calendar of the college. Students who are unable to attend class tests and model examinations on genuine grounds are given another chance by the teachers concerned. The teachers concerned keep a record of the internal marks of each course. Moreover, departments maintain registers and files for Class test question papers, Model examination question papers, mark lists, spreadsheets of internal marks, etc. The tutors also keep a record of the internal marks of each class.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	**Nil**

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	**B. Any 3 of the above**

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

1.2 - Academic Flexibility

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

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

16

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

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

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement

for year: (As per Data Template)

7

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

165

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Kannur University has incorporated gender, environment and sustainability, human values and professional ethics in the curriculum through various programmes and courses. The vision, mission, motto and core values of the college speaks resolutely about these cross-cutting issues.Courses like 2A04 ENG Readings on Gender', '6B13ENG Women's Writing' etc.addresses the gender specific issues and they are effectively communicated to the students both inside and outside the classroom. Our college is one among the few institutions in Kerala that runs a Sports hostel for girls. And as part of it, the college is successfully able to run an active and competitive girls' team in Basketball which has brought great accolades to the college. Courses on Environment like '4A14COM/BBA Environmental Studies and Disaster Management', '6B17CHE Environmental Chemistry', '5D03CHE Environmental Studies', 2A04ENG Language through Literature -II', '2A03ENG Readings on Life and Nature', etc. are provided to the students which help them to gain basic knowledge about the environment and contribute towards

maintaining and improving the quality of the environment.Courses like '4A14COM/BBA Business Ethics and Corporate Social Responsibility' are also part of the curriculum to develop professional ethics among students. Students who are involved in project work are sensitized against plagiarism. The faculty and students are expected to follow the institute's code of ethics which is displayed on the college website and the handbook for dissemination.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

14

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Institutional Data in Prescribed Format	View File

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

329

File Description	Documents
Any additional information	[View File](#)
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	[View File](#)

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**B. Any 3 of the above**

File Description	Documents
URL for stakeholder feedback report	http://www.sescollege.ac.in/public/downloads/Curriculum%20Feedback%20Report%202020-2021.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	**No File Uploaded**
Any additional information	[View File](#)

1.4.2 - Feedback process of the Institution may be classified as follows	**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	[View File](#)
URL for feedback report	http://www.sescollege.ac.in/public/downloads/Curriculum%20Feedback%20Report%202020-2021.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

364

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

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

30

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Student representation is diverse not just in terms of regional and linguistic aspects but also their level and pace of comprehensibility.The institution has taken commendable steps to analyse the learning levels of the students and to organize special Programmes for advanced learners and slow learners.The departments use monitoring and mentoring to keep track of slow learners' progress. Along With teachers some advanced learners are encouraged to mentor weak students and help them with explanations and notes. Revision classes and counselling sessions are held and additional teaching taken up if required to support and strengthen both slow and advanced learners. The participation and performance of the students in the classroom discussions, assessment tests, classroom seminars etc, coupled with their questioning ability during interaction are considered in identifying the levels of learners. The activities such as seminars, workshops, group discussions, role-play, essay competitions, poem recitations etc. are conducted from time to time by the institute to bring out the creative as well as imaginative skills of the students. Details regarding the academic and extracurricular performance of the freshers are evaluated during

the bridge courses that are conducted by all the departments during the beginning of an academic year.Internal tests, assignments and presentations etc., are also a part of teaching in order to identify the Advanced students and slow learners.Corrected assignments and answer scripts are shared with each student and discussed to enable students recognize their problematic areas and improve. Faculty makes it a point to be patient and accessible to students personally. The Faculty takes a keen interest while ordering books for the Central library and ascertains that the library collection of books cater to the needs of both slow and advanced learners. The library also ensures accessibility to computer facility and internet for the online material, extends its timings and provides an atmosphere for conducive learning to both slow and advanced learners.The faculty facilitates students to publish their articles in renowned peer reviewed journals.Additional skill acquisition programme(ASAP),an initiative of Government of Kerala ,peer teaching,paper presentations etc. are the special programmes organised by the institution to support and satisfy the advanced learners.Advanced learners are also encouraged to enroll in various online courses . Remedial teaching is organized for weak students to enable them to keep up with the pace of the classroom teaching and learning. Teachers are able to give one to one attention in remedial classes and focus on individual problems in a better manner when compared to a regular classroom in which the advanced learners' participation may inhibit the others from voicing their problems.Apart from this, respective departments also organize remedial programmes preceding semester examinations.

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

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

Number of Students	Number of Teachers
1000	55

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The institution practices a teaching methodology which focuses on imparting education through a student centric approach.This methodology helps to transform students from being relegated to the role of passive recipients to active and involved stakeholders, apart from boosting their confidence and encouraging independence. Since students vary in their ability to comprehend and absorb it is not possible to address the needs and expectations of individual students and expect a uniform learning outcome from them all in a teacher centric class. The teacher facilitates learning by allowing each individual student to comprehend at their personal level.by ensuring their involvement in class activities so that they can absorb and grasp information at their own pace.Many of the teaching-learning methods at the institution are interactive, performance-based and student-centric. Interactive methods are used to discuss fundamental concepts, and students are encouraged to ask questions. Students are motivated to work on their own and prepare learning models, charts, and make presentations. Departments organize regular student seminars, peer teaching, and debates as part of the teaching-learning process. Experiential Learning promotes learning with experience among students through Laboratory Demonstration Classes, Practical Experiments, Web-based learning and through the activities of Different Clubs. Projects are made mandatory in all UG courses in which the students have to identify an area in their discipline and are supposed to experience and undergo an inquisitive learning to learn the nuances, techniques, methodologies, practices in that domain. Some of the courses offered include: Optimization techniques, Numerical techniques, Quantitative techniques, Stock-market data analysis, Applied mathematics, Applied sciences and programming courses. Assignments are also given to test the problem solving ability of the students. Each department follows unique programs to enhance the learning experience of students which include ICT used seminar presentation and assignments, Internships, Projects, Industry Visits and Field trips Participation in competitions like Group Discussions and paper presentations.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

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

maximum of 200 words

The Institute follows ICT enabled teaching in addition to the traditional classroom to education.The teachers of the college use online education resources, social networking sites, blended learning platforms like google classroom to effectively deliver teaching and provide enhanced learning experience to the students. The use of ICT by teachers in classrooms apart from enabling students to keep pace with the contemporary digital and virtual world has helped create a student centred learning approach in the campus.In addition to the chalk and talk method of teaching, the faculty members are using IT enabled learning tools such as PPT, Video clipping, Audio system, online sources, etc. to expose the students for advanced knowledge and practical learning. Specialised computer laboratory with internet connection has been provided to promote independent learning. Wi-Fi facilities for access to the internet are provided on individual laptop and mobile devices, with enough security measures. Its access is controlled by the system administrator. Library also offers a wide range of e-resources. Technology (ICT) in education is the mode of education that uses information and communications technology to support, enhance, and optimise the delivery of information. It has been ascertained that ICT can lead to an improved student learning and better teaching methods. The G suite account of the institute helped us in online classes and most of us used Google meet as a Learning Management system. Most of the departments have department blogs, YouTube accounts and websites for sharing the knowledge. We have online PPT banks and online question banks to support the teaching learning process.

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

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

2.3.3.1 - Number of mentors

55

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

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

55

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

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

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

10

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

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

2.4.3.1 - Total experience of full-time teachers

334

File Description	Documents
Any additional information	[View File](#)
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	[View File](#)

2.5 - Evaluation Process and Reforms

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

The college has a transparent and robust evaluation process in terms of frequency and variety. In order to ensure transparency in internal assessment, the system of internal assessment is communicated with the students well in time. The Principal holds meetings of the faculties and directs them to ensure effective implementation of the evaluation process.This evaluative mechanism is geared towards preparing students for their final examinations conducted by the affiliating university, and also for their overall enrichment. The college, through the checks and balances built into the system strives to institute reforms in the said process from time to time according to the needs of the situation.Internal Assessment has different components such as internal examinations, assignments, attendance, seminar and viva voce, with fixed weightages to each component. The internal assessment Report is maintained and reported to the parents during PTA Meetings by respective class tutors. The examinations are centrally monitored and coordinated by the Internal Examination Committee. The college follows an academic calendar for conducting and announcing the results of internal examinations. In the beginning of the programme, students are briefed on the methods of continuous internal assessment and university evaluation. Students and the other members of the institution are provided with a printed copy of the comprehensive academic schedule in the form of an academic calendar detailing the evaluation methods, rules and guidelines of the affiliating university. Students are given the opportunity to appear for additional examinations (3rd test) if they couldn't appear in any one of the previous tests. Through this, students are also getting chances to take best two scores out of three.Students are free to interact with the teacher to resolve grievances if any, regarding the assessment.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

The college has a well organized mechanism for Redressal of examination related grievances. The student can approach the Teachers, College Examination Committee and the Principal to redress the examination related grievance as per the requirement and jurisdiction of the grievance.The college follows strictly the guidelines and rules issued by the affiliating university while conducting internals and semester-end examinations. Two internal assessment tests are conducted during each semester, Time table for which is prepared well in advance and communicated to the students earlier. After evaluation of internal assessment answer scripts, the scripts are given to students to have an idea of their performance in the test. If they come across any doubts, clarification is given which enables them to fare better in future. By adopting the criteria as per the direction of affiliating university, complete transparency is maintained in internal assessment tests. Students and faculty members are made aware of the transparency to be maintained in the system of assessment. This further enhances the transparency and rapport between faculty members and students . After preparing the assessments report it is shown to the students, if any grievances are there it can be resolved immediately. The internal marks are entered in the internal register before the end of semester. A Centralized exam cell system is followed. Any grievances related to university question paper like out of syllabus, repeated questions, improper split of marks, marks missed, wrong question number during semester exams are addressed to the principal, after making an analysis of day by day university question papers by the subject handling faculties with Department Head in turn he proceeds the same to the university immediately. For lab courses, the experiment is verified and indicated in the observation/record. The independent learning, practical approach to the real-time applications is tested by viva voce for laboratory courses.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

The College has stated all its learning outcomes/graduate attributes through its website. Each Department which offers any programme of study displays on its webpage, the programmes offered, programme objectives, programme specific objectives, the course structure, and the syllabus. The syllabus prominently displays the course objectives and course outcomes. The syllabus also provides information about the scheme of instruction and evaluation.Besides the course outcomes, the syllabus structure of every course carries a 'course objective' which sums up what is expected in terms of learning outcomes from the student at the end, in that course. Whereas, the programme specific outcomes of every programme in general manifest the learning outcomes of each programme, the course objective carries learning outcomes related to any given course of a given programme.In order to design the curriculum, the POs, PSOs and COs, are basic and essential requirements. Kannur University has a Board of Studies for each programme with members consisting of academic experts from respective streams. The Board is responsible for defining the set of POs, PSOs and COs according to the syllabus. The POs, PSOs and COs are displayed on the notice boards of individual Departments, labs and corridors of the college. At the beginning of each academic year, a detailed and comprehensive department meeting is held to allot subjects to individual teachers and to communicate POs, COs and PSOs to them. The tutors are assigned the responsibility of communicating the POs, COs and PSOs to their respective wards and to clear the doubts that arise thereafter. Thus, the tutor should ensure that each student has a fair idea about the syllabus, POs, PSOs and COs.

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

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

The course outcomes are measured through syllabus, completion of syllabus, continuous evaluation (internal evaluation), setting up of question paper, evaluation, and result.At the Departmental level the Heads of the Department and the teachers who are engaged in any class strive to complete the courses in time and in some cases extra classes are conducted for the students who they identify as relatively average. The 75 percent of compulsory attendance to qualify for writing the examination of the courses is adhered to, to ensure students participation in the class. Teachers record data of the student, so that the teacher can keep apprising the student about their progress. The continuous evaluation is done through tests, written assignments, presentation of papers, oral presentations and so on. The end semester examination of every course is based on a written examination of three hours, the question paper of which is required to test the knowledge of the student from every unit prescribed for study. In order to evaluate the attainment of Programme outcomes, Programme Specific Outcomes and Course Outcomes, the institute adopts informal and formal methods. Under informal approach, the teachers, during classroom teachings, have discussions with the students about their perception on the attainment of programme outcomes. Students are encouraged to have open discussions on this aspect in their respective classes and in the light of their views, the faculty members provide their teaching output accordingly, as and when required. The internal evaluation is done based on two centralized internal examinations, assignments, seminars and attendance. This strategy facilitates the continuous monitoring of students' progress and also assists in the evaluation of attainment of programme specific outcomes. Student progression details are collected and recorded annually. This information facilitates student's progression and follow-up. The Course outcomes of every department are described clearly in the syllabus of the department. The Teaching Plan drafted by a course teacher is validated by the Head of the Department and the Principal. The feedback is sought from the students with clear

indicators to measure the time frame, mode, methodology and teaching style of every course. This feedback is analysed and found to be useful to measure the course outcomes of every student.

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

2.6.3 - Pass percentage of Students during the year

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

199

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

http://www.sescollege.ac.in/public/downloads/Student%20Satisfaction%20Survey%20Report%202020-2021.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

1

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.2 - Innovation Ecosystem

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

Different pedagogical approaches are adopted by the institution to

create a fertile ecosystem compatible with innovations, creation and transaction of knowledge. The Journalism Department of the college is active in this front through which they produce short films, organise meet the journalist,scholars,etc. During Covid 19 pandemic period under the leadership of the teachers and students, webinars and invited talks on relevant topics were organised by the Departments, clubs and forums. The Department of chemistry ,NSS and NCC gave training to students on production of masks and sanitisers . Mahatma Gandhi National Council of rural education Community Encouragement programme gave opportunities to the students to create videos and posters to generate awareness among the public to fight against CoronaVirus. Department of English took initiatives to release audio summaries of the chapters under the title 'Audextia' and issued the report of college events through newsletter titled 'S.E.S Chronicle'.Powerpoint presentations and collage making activities were initiated by Ek Bharat Shreshtha Bharat club to improve the presentation and soft skills of the students.

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

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

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

3

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

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

2

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

2

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

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

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

3

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

3.4 - Extension Activities

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

The students, teachers and staff members of S.E.S. take part

wholeheartedly in various campaigns/programmes organized as a part of their social responsibilities. Most of the extension activities are operated through NSS, NCC,departments,MGNCRE and Students' Union.Thus the college promotes the institution-neighborhood network and student engagement in social services, contributing to the holistic development of students and community development. The social awareness of the students is ignited through various programmes such as Charity programmes,Home for Homeless,Connecting to Community etc.Covid awareness programme,production and distribution of masks and sanitizer were organised to battle against Covid 19 pandemic.The basic lessons for leading an emotionally, spiritually and physically healthy life were conveyed to the students through initiatives like bottle booth installation,awareness class on Anti drug, Yoga, etc, . Students are highly promoted and appreciated in taking up ventures like Garden making, Plant Rejuvenation, cleaning for a pollution free environment, webinar on the topics sensitizing students to the need of the hour social issues related to Forest and conservation of nature etc, that contribute to nurturing the holistic development of the student community as well as the society .

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

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

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

0

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

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS

awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

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

22

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

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

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

2057

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

3.5 - Collaboration

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

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

1

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

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

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

3

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The College was established to mark a new era of enlightenment in the history of Sreekandapuram and surrounding villages, in an area of 25 acres and built up to an area of 6829.07square metres. The institution has spacious and naturally ventilated classrooms with well-furnished, equipped with desks, benches and chairs for students and teachers. The College has four laboratories and two well stocked libraries with a reading section where students can read newspapers, journals and magazines. The library has INFLIBNET technology to access e-books and e-journals. In order to smoothen the administration, Principal has two chambers ,two spacious college office rooms and one Examination Room. Under the RUSA - II Scheme, College has begun the works of an exclusive Administrative Block in which the Principal has a spacious Chamber and a well equipped

office room. All the teaching and non teaching staff members are subjected to the Punching system. There are sufficient computers for students as well faculty members. All departments are connected with broadband and provided with printers. The college has a wifi connectivity of 50 mbps.

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

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

The college has given substantial support to provide all infrastructural and other facilities which would help the students excel and achieve laurels in sports, arts and other cultural programmes. Students become the flag bearers of college at various Inter collegiate, Inter University and other level competitions in Arts and Sports. In events like Basketball, Boxing, Powerlifting, Cross country race,Volley ball, Hockey, Cricket, etc. the students have made remarkable achievements.

A. Arts facilities : The college seminar hall and open auditorium give ample space for the students to practice and showcase their artistic flair.The fine arts competitions are conducted in the open stage auditorium. Every year, the students participate in the events like Margam kali, Skit, Folk Dance/ Nadodi Nritham, etc at the University Fine Arts competition.

B.Sports facilities :

The college has -

a. One playground (in which Cricket, Hockey and Football matches can be conducted)

b.One Basketball court

c. One Volleyball Court

d.One Badminton Court

e. Sufficient equipment for various sports and games activities.

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

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

19

File Description	Documents
Upload any additional information	View File
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

57.08

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

S.E.S. College stands distinct from other Colleges of Kannur University in possessing a spacious and ideally located Central

Library. The Library is located in the entrance area of the main building so that any visitor to the college gets a glance of the library. The spacious Library hall and the arrangements also tempts anybody to make a visit to it. Automation was introduced in the year 2016 to facilitate fast and quality services to all the stakeholders. The ILMS software service is provided by Relent College Management (Version 5.4.45). The ILMS Software provides access to the whole database of the books and journals. The average percentage of teachers' and students' visit to the library is around 17%. The functioning of both Library and ILMS are supervised by the Library Advisory Committee.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	C. Any 2 of the above

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

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

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

0.78

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

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

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

36

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

4.3 - IT Infrastructure

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

The College has a well established mechanism for upgrading and deploying Information Technology infrastructure even though the geographic remoteness has hindered the full fledged development of IT facilities. The college management has taken strenuous efforts in frequently augmenting, upgrading and updating its IT infrastructure facilities and making the latest technological advancements available to its stakeholders. The institution has successfully directed the regular activities towards integrating IT into everyday activities. The everyday academic and administrative affairs of the college are made more efficient, transparent and user- friendly by the effective and efficient application of Information Technology tools and techniques. The MIS installed in the College, i.e., Relent College Management, was established in 2016. The number of ICT enabled classrooms has increased. The college management ensures that all the departments are facilitated with adequate technical and technological support on effective functioning of the computers, laptops and printers. The wifi bandwidth is around 50 mbps.

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

4.3.2 - Number of Computers

133

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

29.11

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The College has various committees like Staff Council, College Development Committee, IQAC, Purchase Committee, etc that takes up the supervision and maintenance work of the institution. The requirements and demands of the various committees are submitted to the Principal and appropriate actions are taken for the improvement and maintenance of the existing facilities, with the approval of the Management. The management provides financial assistance and guidance for the infrastructural maintenance and upgradation works. Management has appointed staff members for ensuring the cleanliness and proper maintenance of the infrastructural and other facilities. The hostel warden looks after hostel activities. The college has a hostel advisory committee. The renovation and repair work of the hostel is undertaken on the recommendations of this committee. The qualified librarian and the library attendant maintain an overall record of the library and the record of students' activities within the library. The college students have the facilities of indoor and outdoor games. There are basketball, volleyball and badminton courts and two playgrounds that can be used for Cricket, Hockey and Football matches. Physical education teacher, sports captain and other students make productive use of these facilities.The college offers various student support facilities like Computer facilities , Canteen facilities, cooperative store, girls rooms, labs, Solar energy, generator which are monitored by respective committees in charge under the instructions and guidance of the Principal and Management.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

338

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	[View File](#)
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	[View File](#)

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

49

File Description	Documents
Upload any additional information	[View File](#)
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	[View File](#)

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**A. All of the above**

File Description	Documents
Link to Institutional website	http://www.sescollege.ac.in/public/downloads/5.1.3.pdf
Any additional information	[View File](#)
Details of capability building and skills enhancement initiatives (Data Template)	[View File](#)

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

767

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

767

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

13

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

115

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

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

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

21

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

5.3 - Student Participation and Activities

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

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

26

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at univer sity/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The motto of the college is 'Lead kindly Light'. And the light bearers of the college is none other than the students, through whom the pulse of the college is detected. College has an active students' council, namely the College Students' Union. The role of the Union is to organize student related curricular, co-curricular and extra-curricular activities of the institution, advised and facilitated by the Union Advisor. College conducts students' Union election every year in the Presidential system following the J.M. Lyngdoh Commission Report. The elected college Students' Union under the leadership of the Chairman is responsible for organizing activities for that academic year. Regular Union meetings are organized for planning and execution of programmes under the supervision of a teacher representative known as Union Advisor. Other than the elected representatives, students are nominated in the various academic and administrative bodies of the college, viz., in the administrative bodies such as, IQAC, RUSA, Anti-Ragging Cell, Library Committee, etc. For the efficient conduct of co-curricular activities, students are nominated as Volunteer Secretaries into the administrative body of NSS and NCC under the supervision of teacher representatives. Student representatives are selected from various clubs and forums of college .

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

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

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

60

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

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The College Alumni Association registered in the name of S.E.S.College Alumni Association (S.E.S.C.A.A.) has been functioning in the College since 2020 (Reg No. KNR/CA/2/2020) as a society under the Societies Registration Act, 1860 (XXI of 1860). Prior to the registered Alumni Association, there existed an active collective of Alumni which have contributed to the development of the college. The College holds meetings with the alumni from time to time and discusses issues related to the development of the institution. The Association also stands by the institution as and when necessary. Since 2017-18, the Management has initiated a programme titled 'Founders' Day' in which the founder leaders are remembered and honoured. As part of it, the batch by batch Alumni are honoured and a successful alumnus becomes the key speaker of the day. Management plans to continue the programme of honouring until the Jubilee

batch.In addition to the college registered college alumni department level alumni associations are also functioning in the college. Department Alumni Associations make annual get together and contribute to the development of the departments.Departments have initiated lecturing series and career guidance programmes by using the expertise of alumni members who are in good positions . concerned and overall to the college.

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

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

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Guided by its vision and leveraging its expertise in education ,S.E.S College set on a mission to be a centre of excellence in academics and the College occupies a unique position in terms of its academic excellence, innovative systems, community service and humanitarian mission.

The vision :

Enkindle the light of Knowledge

Spread the light of Wisdom

The mission:

Widening the brains and broadening the minds

S.E.S College has set its vision and mission to mold intellectually competent, morally upright, socially committed and spiritually

inspired persons at the service of India and the world of today and tomorrow, by imparting holistic and personalised education. As envisaged in the National Policy on Education, the college sets particular emphasis on the removal of social inequities by attending to the specific needs of a rural community to eradicate their deprivation of many basic needs. Majority of the students admitted are from the educationally deprived rural community. As per the state government regulations, the college also set aside 20% of the total seats for the SC, ST communities.The college conducts its academic programs and co-curricular and extracurricular activities aiming at the social and intellectual empowerment of a rural population which form the bulk of the student population.. The Management, Principal, Staff Council, PTA, IQAC, and faculty members, along with other stakeholders, cooperate to strengthen and achieve institutional Vision and Mission. The Head of the Department is responsible for the execution of all policy decisions in tandem with the vision and mission of the college.

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

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

The Institution believes in the practices of decentralisation and participative management. It applies the same policy in decision making, planning and administration,and office management.The Principal takes important decisions in consultation with the Staff Council and student representatives. Operational autonomy is allowed to departments, clubs and associations to work towards decentralized governance.College Union Election is conducted with the help of a Returning Officer, appointed by the Principal,who notifies the electoral process.The Returning Officer assigns the duties among all teaching and non- teaching staff members for the smooth functioning in the second phase. The practice of participative management is exercised through different departments, forums and clubs. These participative and decentralised operations include Internal Examination Committee, Admission Committee, Discipline Committee, Anti-Ragging Cell, Internal Complaints Committee and various committees for Arts and Sports events.During the Arts and Sports events, all teaching staff members are entrusted with duties in managing the competitions. The Admission Committee headed by the

Admission Nodal Officer distributes the admission procedures between the teaching and non- teaching staff.Further, different student clubs' work parallel within the college to develop a peaceful, co-existing culture. The faculty members and students are assigned with the responsibility of the 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, NCC, ASAP, SSP, WWS, College Students' Union, Career Guidance Cell and various clubs.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The development of the college is a constant ongoing process. This is made possible with the help of perspective/strategic plans that chalk out the necessary actions to be taken to growth and development. In line with its vision statement the Institute has developed a perspective plan for its development. The plan aims to meet the expectations appreciable levels of satisfaction, of all the Stakeholders – students, parents, faculty, support staff, professional bodies, industry, and employers – with appropriate feedback and corrective mechanisms.The institution is committed to impart quality value based higher education to achieve academic excellence through continual improvement of its scholastic ability. Based on the recommendations of the 1st cycle NAAC Peer Team visit in March 2015 and the feedback from the college academic community, a combined meeting of the IQAC and staff council decided to prepare a strategic plan, with inputs from the Management. The meeting analysed the recommendations of the NAAC Peer Team report in detail and thrust areas were identified to transform the institution to Centre of Excellence. We focus on Academics with emphasis on Skill based education, Green initiatives, Community Service and Infrastructure. Long and short term plans in various areas identified were framed and implemented.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The college has a well structured administrative and academic setup to consistently improve the quality and standard of education transmitted and to achieve excellence. The College has a multi-tier system of leadership with the Managing Council at the apex of the Governance. The Manager, the Principal, the IQAC, and the College Council work together in creating policies and modus operandi of the programmes to ensure quality. All the activities of the college are in compliance with UGC regulations and directives of the Directorate of Collegiate Education, Govt. of Kerala and the Act and Statutes of the University of Kannur to which the college is affiliated. The Principal is in charge of all academic and administrative activities of the college. He, being the Ex Officio member of the Director board, executes the policies and programmes of the Management committee through various academic and administrative committees. The constitution of the Staff council is as per the regulation of the Kannur University Act and Statute. The IQAC is constituted under the chairmanship of the Principal as per the guidelines of the UGC and the NAAC to bring a quality culture in the institution. Heads of each academic department take the responsibility regarding various academic/non-academic performances of the students. Kerala Service Rules are applicable for leave, traveling allowance, pension and related matters. UGC regulations in force from time to time as notified by the Government of Kerala, are applicable for pay scales, promotions, and career advancement. Recruitment/Promotional Procedure: The Faculty appointment is based on merit. The recruitment/promotional policies adopted by college are wholly in accordance with UGC and Kerala Government guidelines

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the institution webpage	http://www.sescollege.ac.in/about/organogram
Upload any additional information	**No File Uploaded**

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**A. All of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The Institute authorities bear in mind that the well being of teaching and non-teaching staff is important for effective functioning of the Institute. In line with this, many welfare measures have been implemented to create a healthy and conducive atmosphere for both teaching and non-teaching staff.The College provides due encouragement for career development equally for teaching and non-teaching by permitting to pursue higher studies, undergo training programmes, attending seminars, symposiums, conferences, workshops at National and International level with or without financial support and by providing duty leave. The College has been very liberal in permitting the teachers to pursue research programmes and most of our teachers have acquired PhDs.Through the years, the College took every effort to clear all the backlogs of promotions/upgradation/career advancement etc as per UGC CAS norms or Promotion rules of Non-teaching staff.

Various welfare schemes provided to the teaching and non-teaching as listed below :

· Provident Fund and ESI coverage for all as per rules

· Health Coverage – GIS (Group Insurance Scheme)

Organizing workshops for the staff to help them progress in service.

· Duty leaves are granted for attending officially sanctioned seminars and workshops.

· Institution gives financial assistance to faculty members to take part in various academic

programmes.

· The institution grants maternity and paternity leave for the eligible members of the staff.

· Special parking area is arranged on the campus for teaching and non-teaching staff.

· Free WiFi facility provided for the staff.

· Staff tour and Staff get-together programmes.

A staff club has been formed in the college to protect and facilitate the common interest of the teaching and non-teaching staff without hurting the common goal of the institution. All teaching and non teaching staff members are the members of the club. The office bearers of the club are elected in the annual general body meeting. The welfare measures of the staff club are as follows...

1. To ensure the welfare of all of its members.

2. Honouring of the Staff at the time of retirement

3. Honouring teachers acquiring higher academic qualifications.

4. Conducting staff tour and family get-together.

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

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

16

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

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

4

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

16

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

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

A good performance management system works towards the improvement of the overall organisational performance of teams and individuals for ensuring the achievements of the overall organisational mission and vision. The institution has a performance based appraisal system for the assessment of teaching and nonteaching staff. The appraisal report is based on the annual performance of the employees on the basis of their academic, research and other extra- curricular activities.The performance of the faculty is evaluated based on professional contribution to academics, contribution to short term training courses, performing invigilation duties, contribution to College administrative bodies and the similar.The Academy recognizes teachers by commending for their teaching approaches and research initiatives, which helps them to work with renewed zeal.The works of the Non teaching staff are assessed periodically through Work efficiency and commitment,Initiative towards learning newer trends in their respective areas.,Leadership and teamwork and discipline and regularity .Both the Teaching and The non-teaching staff are periodically trained and also encouraged to polish their potential.

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

6.4 - Financial Management and Resource Mobilization

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

The Institution has established a mechanism for conducting internal and external audits on the financial transactions every year to ensure financial compliance. The College conducts systematic internal and external audits to supervise the flow of funds and ensure efficient management of financial resources.The internal audit is a continuous process. The finance committee and the Qualified Auditors from external resources have been appointed to do a methodical verification. The team verifies all payments, receipts, vouchers of the cash transactions, ledgers and cash book. Internal audits of the College are done by the reputed chartered accounts. The external auditor/agency appointed by the college performs audits of the financial statements of the college. The financial records are audited by qualified chartered accountants at the end of each financial year. The financial records are certified i.e., income and expenditures, balance sheet and prepared notes to accounts are certified. External audits are carried out by Government agencies. College faces external audits from two government agencies namely AG's office and Directorate of Collegiate Education.

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

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

61.95	

File Description	Documents
Annual statements of accounts	View File
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

The Institution has a transparent and well planned financial management system in which Government and Management are the main sources of funds. The Resource mobilization policy focuses on achieving the goals and target of the institution ensuring accountability and transparency. The harmonized Governing body coordinates and monitors the optimal utilization of the funds for the promotion of learner-centric ecosystem.Various government and non-government agencies sponsor events like seminars and workshops. Alumni contribute to the institute by raising funds to purchase items. Sponsorships are sought from individuals and corporations for cultural events and fests. Utilization of Funds A finance committee has been constituted to monitor the optimum utilization of funds for various recurring and non-recurring expenses . The purchase committee seeks quotations from vendors for the purchase of equipment, computers, books, etc. The quotations are scrutinized by the finance and purchase committee before a final decision is made based on parameters like pricing, quality, terms of service, etc. The Principal, finance and purchase committees along with the accounts department ensure that the expenditure lies within the allotted budget. The intervention of the management is sought in case the expenditure exceeds the budget.Travel grants can be sanctioned to faculty to present research papers at or to attend National or International Conferences in India or abroad, depending on availability of funds. The college, being a government aided college, receives funds from agencies like UGC and RUSA, and also from the Management, PTA, Alumni; and grants and scholarships from State and Central government and also philanthropic or voluntary contributions. The Institution has a transparent and well planned financial management system and the Principal and the purchase committee supervise and ensure that all financial transactions are done after due care and as per rules. The internal and external financial audits of grants and funds sanctioned by Government/UGC

and funds received from other sources are conducted separately

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Internal Quality Assurance Cell (IQAC) carries out activities that encompass all aspects of the Institute's functioning. The IQAC has immensely contributed in the implementation of quality assurance strategies and processes at all levels. The Institute IQAC regularly meets to discuss ,suggest ,evaluate and implement quality enrichment initiatives. IAC prepares- Annual Quality Assurance Report (AQAR) , Self-Study Reports of various accreditation bodies like ISO 9001, UGC 12b, NAAC, NIRF etc.The body also involves in Performance Based Appraisal System (PBAS) for Career Advancement Scheme (CAS) , Stakeholders feedback ,Action plan,Action Taken Reports and New Programmes as per National Missions and Govt. Policies.IQAC works on Improvement in quality of teaching and research by regular inputs to all concerned based on feedback from students, Providing inputs for best practices in administration for efficient resource utilization and better services to students and staff and Providing inputs for Academic and Administrative Audit and analysis of results for improvement in areas found weak.

The two examples of practices institutionalised are

1) the planning and execution of the necessary steps that included the preparation of detailed quality manuals, identification of key performance indicators and mapping the various processes across the entire functioning of the Institute, which finally led to the successful award of the ISO certifications in 2019-20 and 2020-21 respectively.

2) The IQAC led efforts to the successful implementation of modern technology in the Institute's administrative functioning through ICT and alternative sources of energy, especially enhancement of solar power..

The body also strives hard for upgrading the college infrastructure

and all support facilities to meet the standards of higher education and growing needs of students. It assesses and suggests the parameters of quality education. Academic audit of each department and various committees through IQAC is commendable to increase and maintain the quality of education. The Academic Audit Committee is set up for this purpose. ie. At the beginning of the academic session, the committee collects action plans including publication, extension activity, collaboration, innovative and best practices, assignment, ICT based activity, students competition, seminar and workshop supposed to organize for better performance. The report of the committee was submitted to the IQAC and evaluation of the same was done. Due to implementation of such academic audit, it is found out that all departments and committees have been constantly improving their curricular, co-curricular and extra co curricular performances.Convergence seminar series is a flagship programme of IQAC of the college which organises seminars on different disciplines by renowned academicians .The attempt is a clear reflection of the continuing academic pursuit of the college to scale greater heights.Through the years this commendable venture attracted attention for the proper organisation and effectiveness. The orientation programs for the fresh batches of all undergraduate programs at the commencement of the program is an IQAC initiative .The one- week program conducted every year during the beginning of the degree program consists of interactive sessions focussed on the stuff and style of the respective subjects.

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

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

IQAC being the central body within the college monitors and reviews the teaching-learning process regularly. The Academic Calendar is prepared in advance, displayed and circulated in the Institute and strictly followed. All newly admitted students have to compulsorily attend the Orientation Programme, in which they are made aware of the philosophy, the uniqueness of the Education system, the teaching learning process, the system of continuous evaluation, compulsory core courses, various co curricular activities, discipline and culture of the Institute. All students are also given a guided tour

of the campus and the various facilities.Students are apprised of the Time-Table, Programme structure, syllabi of the courses before the semester commences. The teaching-learning processes are reviewed, and improvements implemented, based on the IQAC recommendations. Based on feedback various innovative activities and reforms were introduced. The improvements based on feedback implemented are: A) IQAC periodically reviews the teaching-learning process, structures & methodologies of operations, and learning outcomes: The standard methods of teaching, learning, and evaluation which are proven over the years are being followed. Attention is given to Enriching the curriculum with guest lectures, industrial visits etc…. The institution has a feedback system to evaluate the teachers by students. The regular evaluation of the teachers by the students, feedback on teaching methodologies, course delivery, attitude, strengths and weaknesses, difficulties faced in the subject give a clear idea about the problems faced by the students.The institute monitors the performance of the students regularly. It has specified procedures to collect and analyse data on student learning outcomes; the following points are adopted by the institute in this context: Regular class tests and interactions continuous evaluation consisting of internal tests, assignments, group discussions, and seminar presentations. Semester system of examination for all courses. Providing Question banks of various subjects to the students. Extra classes for weak students to solve their problems. Effective internal examination and evaluation.The IQAC improves the teaching-learning process through standard academic practices, these academic practices include: Preparation and adherence of Academic Calendar,Preparation of Nominal roll and Attendance Sheets,Choice of Electives (Open/Departmental),Course allocation Load chart and Timetable preparation, Mentor-Mentee distribution,Course Delivery (Online / Offline class),Conduction of Seminar, Projects, Industrial Training,Monitoring of class deliverySyllabus coverage, Setting up the question paper,Conduction of internal examinations, Evaluation of answer scripts ,Slow and advanced learners and Industrial Visits & Invited Lectures

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

6.5.3 - Quality assurance initiatives of the | C. Any 2 of the above

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

File Description	Documents
Paste web link of Annual reports of Institution	**Nil**
Upload e-copies of the accreditations and certifications	<u>View File</u>
Upload any additional information	**No File Uploaded**
Upload details of Quality assurance initiatives of the institution (Data Template)	<u>View File</u>

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The Committees like Women Empowerment Cell, Internal Complaints Committee, Women's Hostel Committee, etc.are established for ensuring social justice for women by giving importance to address the issues and concerns of women. Webinar on Women and Law was organised by the college under the initiatives of the Internal Complaints Committee.

Safety and security: The college has an Internal Complaints Committee, tutors, teachers and staff to take up issues and complaints of the women employees and girl students. The entire campus is under CCTV camera surveillance. College organizes lectures of eminent personalities to create legal, health and hygiene awareness among the students.Awareness class on maternal safety was organised by the NSS unit of the college to ensure the health and maintaining hygiene among the girl students.

Counselling:- Counselling cell of the college organizes formal and informal counselling sessions for all students, especially girls. The College has an official students' Counsellor and every year

Counselling Camp titled 'Introspection' is organised for students.

Common Rooms :- The college provides a separate common room for girls. College has a girls' hostel which provides all necessary amenities and safe accomodation.

File Description	Documents
Annual gender sensitization action plan	http://www.sescollege.ac.in/public/downloads/7.1.1%20(2020-2021).pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	**Nil**

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**B. Any 3 of the above**

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	**No File Uploaded**

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

The College is declared Plastic Free by taking a Plastic free Campus oath. Other than periodic campus cleaning activities, Swachh Bharath Abhiyan scheme is also exercised with the active involvement of NSS volunteers and NCC Cadets.

Solid waste management: The College has employed adequate supporting staff to keep the campus clean and hygienic. Dust bins are installed at classrooms, staff rooms and various points in the campus to collect solid wastes. The food wastes are dumped in a compost tank kept for this purpose. With Green Protocol in place, problem of solid waste management is neatly addressed. Three large pits have

been constructed at three points in the college campus for the management of bigger biodegradable wastes.

Liquid waste management: Toilet wastes are discharged into underground sewage pits. Chemical waste is drained off without causing harm to the environment.

E-waste management: Outdated computer monitors, CPUs and computer peripherals are stored at collection points and it would be later handed over to the Clean Kerala agency.

Chemicals & Radioactive Waste Management: The waste of non-toxic chemicals and reagents in the form of liquids are usually channeled out safely without any harm to the biodiversity.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	B. Any 3 of the above

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic	A. Any 4 or All of the above

5. Landscaping

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	B. Any 3 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

S.E.S College diligently strives to prepare an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities as its greatest priority.Ek Bharat Shreshtha Bharat (EBSB) club organised various programmes,which facilitates to learn more about Himachal Pradesh, it's culture, cuisine, language, people, agriculture, and tourism.Different commemorative days like Independence Day, Gandhi jayanthi, Republic Day are celebrated along with other special days to stimulate the feeling of oneness. Special care has been taken to celebrate regional festivals in the college. This establishes positive interaction among people of different racial, ethnic and cultural backgrounds. Institute has a code of ethics for students and a separate code of ethics for teachers and other employees which have to be followed by each one of them irrespective of their cultural, regional, linguistic, communal socioeconomic and other diversities We greet and wish each other at different festivals and invite them to have a feast together to get introduced with one another's culture, to have amicable relations and to maintain the religious, social and communal harmony. Similarly our students also celebrate different festivals with joy and enthusiasm which help them to cultivate social and religious harmony. We celebrate regional festivals like Onam,Christmas etc. with great pomp and joy .Social connection with rural people residing in and around the campus is also encouraged respecting the cultural, communal, socioeconomic and linguistic values.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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

S.E.S college apart from imparting quality education, inculcates a feeling of oneness among the student community through various practices and programs. Care has been taken in the practice of organizing activities that not only initiate but also motivate the students to adopt various practices that promote the 'Unity in Diversity' of our motherland. The college ensures that the students participate very enthusiastically in all such activities. The college has strived hard to increase the level of awareness and promote appropriate practices amongst the students with regard to the following areas:

National Identities and Symbols: The college has always taken various direct and indirect steps which promotes awareness about various National Identities and Symbols. The college celebrates Independence Day, Republic Day and other days of national importance with great pomp and vigour. Various student support programmes of the college organises various competitions which have always received huge participation from the students and promoted their awareness about various aspects of Indian citizenship. Attempts have been made to remind the struggle of freedom and respect the National Flag and National Anthem. Our constitution provides for human dignity, equality, Social justice, Human rights and freedom, Rule of law, equity and respect and superiority of constitution in the national life .

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

7.1.10 - The Institution has a prescribed code | **C. Any 2 of the above**

of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff   4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	**No File Uploaded**
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<u>View File</u>
Any other relevant information	**No File Uploaded**

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

The institute aims to inculcate values and nationalism in the students by celebrating the national festivals and birth anniversaries of great Indian personalities in the college campus every year. The celebrations include flag-hoisting, Project Exhibitions, Poster Presentations, Essay writing, and Elocution. Eminent personalities are invited to motivate staff and students by their inspirational speeches on those days.Every year the Institution celebrates Republic Day and Independence Day hoisting the national flag by Chief Guest of the Programme and presents medals and certificates to the NCC cadets for their best performance. Gandhi Jayanthi is celebrated in memory of the Father of the Nation, who devoted his whole life preaching Truth and following Ahimsa. The NSS and NCC units of the college organize various programmes in memory of our Father of Nation. The Institution celebrates Teacher's Day commemorating the birthday of Dr. Sarvepalli RadhaKrishnan, a great teacher. College celebrates Women's Day on 8th March for the girl students and lady staff members in the college and conducts various events and competitions. International Yoga day is celebrated on 21st June every year on the campus. Every year, World Environment Day is observed on June 5.

This day is celebrated to encourage awareness about ecology and the need for environmental protection.Science day is celebrated under the leadership of the Department of Physics and organised various events like Science Quiz and a talk on "Analemma of the Sun" on 10 November 2020.To commemorate the Brave soldiers of Kargil,NCC unit of the college organised 'Kargil Vijay Diwas' on 26th July 2020.NCC officers , NCC cadets ,natives , ex-NCC cadets , ANOs and many others lighted candles to pay homage to the soldiers. Moon day,Hiroshima Day,World Ozone day,NCC day,World AIDS day etc. were celebrated by the college and organised various programmes to memorise the national days.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	[View File](#)
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

TITLE OF THE PRACTICE- BEST STUDENT TEACHER AWARD Objectives of the Practice

• To generate interest in students in their own specific disciplines and in the noble profession of Teaching.

• To generate research interest among the students

• To introduce the new resources available in their field

• To create an atmosphere that minimises anxiety so as to promote positive attitude and to create an environment conducive for learning.

• To assess learning levels and aptitude of the students, and to design teaching strategy accordingly.

The context

To make peer teaching more effective, the student teacher should be

recognised. It will motivate the students to take the responsibilities to teach their classmates. To induce the student teacher and encourage the teaching skills of interested students, S.E.S College instituted Student teacher award in 2020-2021.

The Practice

At the end of the academic year, Students' Welfare Committee Convener gives direction to departments to submit the details of the best Student Teacher. Head of the Departments provide the details of the best student teacher of their department concerned based on the evaluation of the performance of the all student teachers. Student welfare committee organises a programme to honour the student teachers and distribute cash awards.

Evidence of Success

Implementation of Student Teacher award motivated the students and they are ready to take the responsibility to teach their classmates without any hesitation. During this covid scenario, students felt more difficulties to grasp the concept. The role of student teacher is more relevant in this situation. Student teachers arranged online classes and discussed the concepts with their friends and clarified the doubts and submitted the details of classes to their tutor concerned. Students scored good marks in the university examination also. This showed the success of the student teacher award.

Problems faced and Resources required

Identification of one student teacher from each department is difficult, because all student teachers performed well, selection of one among them is the crucial problem faced by all Head of the departments. Cash award is the main resource involved in this practice.

2.TITLE OF THE PRACTICE- SES GREENS Objectives of the Practice

- To map the Geographical Location of the college

- To document the floral and faunal diversity of the college

- To document the waste disposal system.

- To document various carbon emission sources and its reduction method.

- To inculcate a nature friendly attitude among S.E.S fraternity.

- To encourage students and Teachers to minimise plastic use.

The Context

The National Assessment and Accreditation Council, New Delhi (NAAC) has made it mandatory that all Higher Educational Institutions should submit an annual Green Audit Report. Moreover, it is part of Corporate Social Responsibility of the Higher Educational Institutions to ensure that they contribute towards the reduction of global warming through carbon footprint reduction measures. In recent time, the Green Audit of an institution has been becoming a paramount important for self-assessment of the institution which reflects the role of the institution in mitigating the present environmental problems.N.S.S, N.C.C. and Nature Club have joined hands to make the homes of S.E.S Fraternity green.. The programme instilled great inspiration and motivation for all the participants to make eco friendliness a habit.

The Practice

The college has been putting efforts to keep our environment clean since its inception. Therefore, the purpose of the present green audit is to identify, quantify, describe and prioritize the framework of Environment Sustainability in compliance with the applicable regulations, policies and standards.The importance of nature friendly life is encouraged through this initiative .It instilled a new spirit among the members of S.E.S family regarding the importance of being friendly to nature and to be sustainable in their use of natural resources.

Evidence of success

The purpose of the green audit of SES is to ensure that the practices followed in the campus are in accordance with the Green Policy of the country. The methodology includes: collection of data, physical inspection of the campus, observation and review of the documentation and data analysis . There came a visible interest among staff and students to be more inquisitive about nature and its protection. better understanding of the seasonal and spatial distribution of flora and fauna in the campus.

Problems Encounterd and Resources Required

The unsustainable and unplanned exploitation of land resources is the major reason for degradation of our environment. Land resources being finite in extend imply more judicious use to meet the ever-increasing demands. The present study recommends to use this land in a planned and sustainable way to retain its higher biodiversity. Biofencing using locally available flowering plants- herbs, shrubs and climbers can increase the butterfly and bird diversity of the campus. More extensive surveys are required for further initiatives

File Description	Documents
Best practices in the Institutional website	http://www.sescollege.ac.in/public/downloads/Best%20%20Practices%20%202020-2021.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

S.E.S. Greens

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 Green Audit, Green home, etc. The barren laterite geography of the campus was made green due to the hard work of the former students and teachers. All the trees in the campus are planted by the students and conserved by the following generation. The green tradition is still carried on by the present stakeholders.

S.E.S. 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

outcomes 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. Distribution of masks, Sanitiser, covid awareness programmes ,home for homeless etc

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

7.3.2 - Plan of action for the next academic year

- Completion of Administrative block and seminar Hall under RUSA grant
- Introduction of more certificate courses
- Establish more linkages and collaborations
- Organise more counselling programmes
- Concentrate more on research oriented acitivities
- Construction of more basic amenities
- Organise more programmes under women cell
- Encourage the participation of faculties in online courses and programmes