



YEARLY STATUS REPORT - 2021-2022

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. **04602230293**
- 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 **9633672948**
- 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/AQAR%202020-2021.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/SES%20College%20Calendar%202021-22.pdf>

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	B+	2.6	2022	16/03/2022	15/03/2027

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
Nil	Nil	Nil	Nil	Nil

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)

Organized Multidisciplinary webinar series

Received ISO certification

Participated in NIRF

Conducted AAA and energy audit

Completed Second cycle Peer team visit

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
Encourage more certificate courses	Improved the number of certificate courses
Promote extension activities of the college	Extension activities of the college are conducted successfully under NOSES and meet the requirements of the community with the help of departments
Promote to organise Collaborative activities	More industrial and academic collaborations have been achieved
Promote faculties to attend faculty development programme	Number of faculty members who participated in FDP have been increased
Provide more attention to bridge course and induction program	Organised bridge course
Improve the activities of the college career guidance cell to provide proper guidance for competitive examinations	Organised career guidance programme and coaching classes for the competitive examinations

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

- Name of the statutory body

Name	Date of meeting(s)
Management Committee	21/12/2022

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

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• if yes, whether it is uploaded in the Institutional website Web link:	http://www.sescollege.ac.in/public/downloads/SES%20College%20Calendar%202021-22.pdf				
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Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	B+	2.6	2022	16/03/2022	15/03/2027
6.Date of Establishment of IQAC			01/07/2014		
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Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	Nil	Nil	Nil	
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• Upload latest notification of formation of IQAC			View File		
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<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
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<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Management Committee	21/12/2022
14.Whether institutional data submitted to AISHE	
Year	Date of Submission
2020-2021	08/03/2022
15.Multidisciplinary / interdisciplinary	
Interdisciplinary Certificate courses and open courses have been	

run by most departments as a first step towards implementing NEP 2020. Following are the list of Certificate Courses run by Departments :

1. An introduction to Latex
2. Learn PHP
3. Research methodology
4. Digital aids for undergraduate chemistry students
5. Basics of analytical techniques
6. Basic Entrepreneurship Development
7. Digital Marketing
8. Basic Statistics for Research Course
9. Photography for beginners
10. English for Competitive Examinations
11. Spoken English Proficiency
12. Travel and Tourism
13. Renewable energy
14. Premarital counselling course

16.Academic bank of credits (ABC):

Kannur University as per the Circular No. SWCISWC 11r180541202L dated: 03.09.2022 has informed all colleges to implement Academic Bank of Credits (ABC). All the first year students have registered in the portal of ABC, uploaded certificates in DigiLocker and the Registration number of students have been handed over to Kannur University by College.

17.Skill development:

At present, no courses are run on skill development. But, several Departments, NCC, NSS and other clubs have organised various

programmes and training sessions to boost the skill development of students. Mathematics students have designed a magazine and released the magazine 'MATHLETICS' on Aug 28, 2021 and released by Ms Jiya Rose Johnson, Ph.D scholar IIT madras. NSS volunteers conducted a craft session under the initiative of senior Volunteers. Paper pens and paper pen vases were the crafts made by students. On the occasion of International Plastic Bag Free Day, July 3, 2021, the NCC Cadets of S.E.S. College, made paper bags and creative craft works from plastic bags to convey the message of using paper bags instead of plastic bags and how to utilize the wasted plastic bags. The Department of English published the Volume 4, Issue 1 of the newsletter "SES CHRONICLE", on April 26, 2022 via Facebook and WhatsApp. The newsletter tried to cover almost all important activities of the college during the second half of the academic year 2021-22. BSc Mathematics III year students presented a Programme 'Power point Presentation Competition' on Aug 18, 2021. This competition is conducted on google platform. On July 27, 2021, Department YouTube channel named "CHEM INFORM" was inaugurated by respected Principal Dr.Dominic Thomas through online Google meet platform where about 40 students participated. As a part of inauguration, first video about "How to progress in your academics through online" was released successfully. It became so popular and has got 2,324 views. Online question bank dedication of seniors to juniors was officially inaugurated by respected Principal Dr. Dominic Thomas on Aug 12, 2021 via online mode. The question bank is a collection of question papers of all the papers of BSc Chemistry course since 2016. Mr.Aby Jimson, Assistant Professor and Head, Department of Chemistry, St.Stephen's

College,Uzhavoor, Kottayam delivered an invited talk on " Introduction to Computational Tools for a Chemist" on Mar 29, 2022 for BSc Chemistry students of S.E.S College, Brennan College,Thalassery, S.N.G College, Iritty and Devamatha College Paisakiri.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

Offline Courses related to Indian history, Kerala history, Indian Culture, Kerala culture, Indian literature, Kerala literature, etc. have been prescribed to students. At present, no such courses are run online. Following are the list of such offline courses :

Readings on Kerala, Readings on Democracy and Secularism,

Gadyasahityam, Katha Sahithya, Drishyakalasaahityam, Natak aur Ekanki, Economic History of Modern India ,1793-1947, Indian National Movement, Indian Politics and Communication, Indian Writing in English, Malayalam Literature in Translation, etc.

The NCC of S.E.S. College Sreekandapuram celebrated International Yoga Day on 21st June, 2021 and conducted an

online webinar for conveying the importance of Yoga in everyone's lifestyle. The session was handled by the resource person Dr. Jobin Jose Chemakkala, Asst. Professor of Dept. of Malayalam, Devamatha College, Kuravilangad. The cadets could learn more about the history of Yoga and how it helps

the human being to stay fit and also how it helps to decrease the mental stress. There were an active participation of all cadets and many of them cleared their doubts on Yoga. A quiz competition on Indian Constitution was organised by NCC on January 26, 2021. Similarly our students also celebrate different festivals with joy and enthusiasm which help them to cultivate social and religious harmony. We celebrate cultural festivals like Onam, Kerala Piravi etc. with great pomp and joy.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

The POs, PSOs and COs are communicated to the students through classroom delivery and display of the same on various parts of the college and website.

20.Distance education/online education:

College promotes faculty and students to participate in online courses through various platforms like SWAYAM, NPTEL, FutureLearn, UGC HRDC, etc.

Extended Profile

1.Programme

1.1

492

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

File Description	Documents
Data Template	View File

2.Student2.1 963

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 75Number of seats earmarked for reserved category as per GOI/
State Govt. rule during the year

File Description	Documents
Data Template	View File

2.3 346

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic3.1 57

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 57

Number of sanctioned posts during the year

Extended Profile

1. Programme

1.1	492
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2. Student

2.1	963
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	75
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	346
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3. Academic

3.1	57
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	57
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	46
Total number of Classrooms and Seminar halls	
4.2	209.1
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	133
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

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.

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	http://www.sescollege.ac.in/public/downloads/1.1.2(2021-2022)_compressed.pdf

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

A. All of the above

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

1.2 - Academic Flexibility

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

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

16

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

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

14

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
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

398

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

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

Kannur University has incorporated gender, environment and sustainability, human values and professional ethics in the curriculum through various programmes and courses. 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. 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	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	No File Uploaded

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

18

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

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

446

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 **A. All of the above**

File Description	Documents
URL for stakeholder feedback report	https://docs.google.com/forms/d/e/1FAIpQLSdQ3R8mFueUnoIoKYHCrXI0pv_1lUSBMb6pymH4zDxmQI1OJw/viewform
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://www.sescollege.ac.in/public/downloads/FEEDBACK_REPORT_21-22.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

302

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

67

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

The institution has taken commendable steps to analyse the learning levels of the students. Each department organizes online class separately for both advanced learners and slow learners during the Covid 19 pandemic period. Study materials were provided in google classroom and online test were conducted .The departments use monitoring and mentoring to keep track of slow learners' progress. Revision classes and counselling sessions are held.The activities such as seminars, workshops, group discussions, essay competitions, poem recitations etc. are conducted. The academic and extracurricular performance of the freshers are evaluated during the bridge courses .An evaluation test is conducted based on the bridge course and thereby the tutor identify the slow learners and advance learners. SES LEADS and SES TORQUE are the two initiatives conducted for advance learners and slow learners. Talks by eminent personalities Internal tests, assignments and presentations etc., are also a part of teaching in order to identify the Advanced students and slow learners.. The library also ensures accessibility to computer facility and internet for the online material. Peer teaching ,paper presentations etc. are programmes to support and

satisfy the advanced learners. Advanced learners are encouraged to enroll in various online courses . Remedial teaching is organized for weak students. Departments organize remedial programmes preceding semester examinations.

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

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

Number of Students	Number of Teachers
963	57

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 college plays a significant role in inculcating experiential and participating learning experience for their students. Real time laboratory training is provided to the students of different courses in the science departments. Commerce department used to organize the industrial visit and internships to understand and bridge the gulf between theory and practice. Department of mass communication ensures students participation in the documentary editing and film screening. 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 prepare learning models, charts, and make presentations. Departments organize regular student seminars, peer teaching, and debates as part of the teaching- learning process. Projects are made mandatory in all UG courses which help students to identify an area in their discipline and 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. Each department follows unique programs to enhance the learning experience of students which include ICT used seminar presentation and assignment s.

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

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

The institution always encourages to use the technology to enhance and promote quality of delivery in the teaching and learning process. Many classrooms have LCD projectors which help the teachers to pinpoint the topics. The students also get an opportunity to understand the concepts more clearly. The teachers use online education resources, social networking sites, blended learning platforms like google classroom to effectively deliver teaching and provide enhanced learning experience. The use of ICT by teachers in classrooms apart from enabling students to keep pace with the contemporary digital and virtual world has helped to create a student centred learning approach i. 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 are provided on individual laptop and mobile devices, with enough security measures. Its access is controlled by the system administrator. Library offers a wide range of e-resources. The G suite account is provided for online classes and used Google meet as a Learning Management system. Most of the departments have department blogs, YouTube accounts and websites.

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

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

2.3.3.1 - Number of mentors

57

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

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

57

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

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

13

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

364

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. 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. 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. 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 of the 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	View File
Link for additional information	Nil

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

The 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 valuation of answer scripts, If they have any doubts, clarification is given which enables them to fare better in future.

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	View File
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 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, course outcomes and also provides information about the scheme of instruction and evaluation. 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. 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.. Kannur University has a Board of Studies for each programme and 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. The concern subject teachers are assigned to communicate 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	http://www.sescollege.ac.in/igac/po-pso
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. The continuous evaluation is done through tests, written assignments, presentation of papers, oral presentations and so on. The end

semester examination is based on a written examination of three hours. In order to evaluate the attainment of Programme outcomes, Programme Specific Outcomes and Course Outcomes, the teachers, during classroom teachings, have discussions with the students about their perception on the attainment of programme outcomes. 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 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	View File
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

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

346

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/sss.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	View File
Institutional data in prescribed format	View File

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

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

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

The college organizes activities to develop an innovative academic culture by which knowledge gets produced and disseminated to the community. Different pedagogical approaches are attempted by the institution to make the ecosystem compatible to innovations, and creation and transfer of knowledge. The college has proactively initiated many measures to create an eco-system for creation and transfer of knowledge, which are explained as below:

a) Film production : The Journalism Department of the college is active in the field so that they produce short films, organise film fests, release of Newspapers, etc.

b) Fests and Exhibitions-Under the leadership of the students, creative and enlightening fests and exhibitions are organised by the Departments, clubs and forums. Students set stalls in which variety of food items, craft pieces, paintings, etc. are displayed and sold.

c) Skill Development initiatives : Economics Department, NSS, NCC etc . give trainings to students on production of paper bags, paper pens, pen vases, Craft making, sanitisers, etc. The students sell the products and make use of the profit for charity works

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

16

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

3.3 - Research Publications and Awards

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

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

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, S.E.S. College Extension Committee under 'N.O.S.E.S.' 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. SES College Extension Committee collected Rs.188763/- and handed over to one of our students in BSc Chemistry for Medical treatment. N.O.S.E.S. conducted a BREAST CANCER AWARENESS DRIVE 2021 on October 13, 2021 and a 'HAIR DONATION CAMP' on February 4, 2022 in collaboration with Samaritan Home, Chengalayi. Palliative Day was celebrated by 'N.O.S.E.S.' in collaboration with Samaritan

Home and conducted a Campaign rally on January 15, 2022 that conveyed the message of Palliative care.

In addition, most departments and other clubs and committees have organised various community outreach programmes of exhibitions, awareness classes, visits to old age homes, orphanages and Buds schools, cleaning works, Mask distribution, e waste collection, Industry visits, skill development training programmes, Hand sanitiser preparation, hair donation, etc. The basic lessons for leading an emotionally, spiritually and physically healthy life were conveyed to the students through such initiatives.

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

3

File Description	Documents
Any additional information	View File
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

32

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

1990

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

10

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

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

2

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 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 as 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	View File
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.

46

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)

94.69

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

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 46.07%. The functioning of both Library and ILMS are supervised by the Library Advisory Committee.

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

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

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)

0.245

File Description	Documents
Any additional information	View File
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

46

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	View File
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	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

34.26

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

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	http://www.sescollege.ac.in/public/downloads/2021-22%20proceedings%20Committees%20-%20Revised.pdf

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

601

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

59

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/
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

1617

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

1617

File Description	Documents
Any additional information	View File
Number of students benefitted 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	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

18

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

129

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
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

24

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

5.3 - Student Participation and Activities

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

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

35

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

The 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	http://www.sescollege.ac.in/students-support/college-union#
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

File Description	Documents
Report of the event	View File
Upload any additional information	View File
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 registered Alumni Association of the college, 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.

File Description	Documents
Paste link for additional information	http://www.sescollege.ac.in/alumni
Upload any additional information	View File

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

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The 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 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.

File Description	Documents
Paste link for additional information	http://www.sescollege.ac.in/about/profile
Upload any additional information	View File

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

The Institution 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. 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	http://www.sescollege.ac.in/igac/strategi c-plan
Upload any additional information	View File

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.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://www.sescollege.ac.in/iqac/strategi-c-plan
Upload any additional information	View File

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

The 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, 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.

File Description	Documents
Paste link for additional information	http://www.sescollege.ac.in/iqac
Link to Organogram of the institution webpage	http://www.sescollege.ac.in/about/organogram
Upload any additional information	View File

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

The 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.

File Description	Documents
Paste link for additional information	http://www.sescollege.ac.in/iqac
Upload any additional information	View File

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

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

34

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

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

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

2

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

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

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

38

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

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

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	http://www.sescollege.ac.in/igac
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The Institution 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	http://www.sescollege.ac.in/iqac
Upload any additional information	View File

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

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

78.36

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

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

The Institution 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.

File Description	Documents
Paste link for additional information	http://www.sescollege.ac.in/alumni
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

The Institute IQAC regularly meets to discuss ,suggest ,evaluate and implement quality enrichment initiatives. IQAC prepares- Annual Quality Assurance Report , Self-Study Reports of various accreditation bodies like ISO 9001, UGC 12b, NAAC, NIRF etc. and 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. It takes efforts in the implementation of modern technology .Academic audit of each department and various committees done by the Academic audit Committee was submitted to the IQAC and evaluation was done.Convergence seminar series is a flagship programme of IQAC which organises seminars on different disciplines by renowned academicians .

File Description	Documents
Paste link for additional information	http://www.sescollege.ac.in/iqac
Upload any additional information	View File

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

The Academic Calendar is prepared in advance, displayed and circulated in the Institute and strictly followed. All newly admitted students attend the Orientation Programme, which give an awareness of the philosophy,the teaching learning process, the system of continuous evaluation, compulsory core courses, various co curricular activities, discipline and culture of the Institute. 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 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 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 delivery Syllabus 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	http://www.sescollege.ac.in/igac
Upload any additional information	View File

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://www.sescollege.ac.in/igac
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

1. Department of Economics organised a webinar on Gender Equity .
2. The Counselling Cell of the College organised an Extension Programme titled 'Snehitha' . Awareness classes on the topics of 'Sex and Gender' ; 'Sexual Identity' ; 'Patriarchy' ; 'Strategical and Practical gender needs' .
3. The Counselling Cell of the College organised a Pre marital Counselling Course for Women .
4. Breast Cancer Awareness Drive - Under the title of 'Mathrusuraksha', a Breat Cancer Awareness drive was organised o by the NSS units.
5. The Counselling Centre, SES college Sreekandapuram in association with Kannur Kudumbasree District Mission, arranged a debate on "Malala day " .
6. 'Kalajada' conducted by District Kudumbasree mission was conducted under the auspices of Counselling centre . The NSS units of SES college conducted an online Essay writing competition on Malala Day.
7. District Women and Child Development Office, Mahila Shakthi Kendra, Kannur in association with NSS units conducted an online class on the topic 'Gender sensitisation campaign'.
8. As part of the women empowerment, the students of the Communication and Journalism department produced and submitted Videos and Posters.
9. The Communication and Journalism Department organized an online interaction with three young women journalists on Women's Day for the department students.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://www.sescollege.ac.in/public/downloads/7%20.1.1%20(2021-2022).pdf

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

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

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: 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 to the waste pit without any harm to the biodiversity. The Department of Chemistry has shifted from macro scale analysis to micro scale analysis and the Department alumni has contributed to the purchase of Micro Scale Apparatus

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

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

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

A. Any 4 or All of the above

- 1. Restricted entry of automobiles**
- 2. Use of bicycles/ Battery-powered vehicles**
- 3. Pedestrian-friendly pathways**
- 4. Ban on use of plastic**
- 5. Landscaping**

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

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 **C. Any 2 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	View File

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).

Different commemorative days like Independence Day, Gandhi jayanthi, Republic Day are celebrated along with other special days to stimulate the feeling of oneness. 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 cultural festivals like Onam, Christmas etc. with great pomp and joy. Students get opportunities to interact among themselves through Innovative Business Idea Contest, Best Manager Competition, Freshers' Day, Farewell Party, Valentine's Day, 'Etc', Reading Day, Kerala Piravi Day, Annual Media Fest, Vaikom Muhammed Basheer Day, World Mother Tongue Day, etc. The Literary Club - LYRE celebrated a one week long Reading Celebration.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

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 and Republic Day along with giving due importance to Constitutional Awareness, Human rights, National integration, Planting trees, Saying no to Plastics, Remembering Mumbai Attack heroes, paying homage to Pulwama Martyrs, keeping the neighbourhood environment clean, promoting harmony and common brotherhood, etc. Various student support programmes of the college organise various competitions which have always received huge participation from the students and promoted their awareness about various aspects of Indian citizenship. A quiz competition on Indian Constitution was organised by NCC on January 26, 2022. 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	http://www.sescollege.ac.in/public/downloads/7.1.9(2021-2022).pdf
Any other relevant information	Nil

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

C. Any 2 of the above

File Description	Documents
Code of ethics policy document	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	View File
Any other relevant information	View File

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

A service week was celebrated to commemorate Gandhi Jayanti. And following days were also celebrated - Independence Day, Republic Day, Science day, Women's day, International Yoga Day, World Environment Day, National Moon Day, National Sports Day, Mumbai Terrorist attack day, NCC day, World Aids day, Kargil Vijay Diwas, International Nurses' Day, World Environment Day, Malala Day, Palliative Care Day, Hiroshima Nagasaki Day, International Day against Drug Abuse and Illicit Traffic, etc. were celebrated by several departments, clubs, NSS, NCC, etc.

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	View File

7.2 - Best Practices

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

BEST PRACTICE 1

TITLE OF THE PRACTICE- G.A.S.E.L. (Gandhian Series of Lectures)

Objectives of the Practice :

1. To share subject experts' Knowledge with the students
2. To provide proper Career Guidance to students
3. To create subject expertness in students
4. To create awareness on New Media Tools
5. To provide awareness on financial planning
6. To provide knowledge on International Trade
7. To develop Entrepreneurship skills of students
8. To create Media Awareness
9. To provide Competitive Exam Coaching
10. To give training on Content Writing

The Practice :

Various departments, NCC, NSS, etc take keen interest in organising webinars during the lockdown days so that the

students are enabled to get skill oriented and career oriented sessions that would contribute to their future life.

BEST PRACTICE 2

TITLE OF THE PRACTICE- G.A.L.E.N.T. (Gandhian Learning Nourishes Tender-Hearts)

Objectives of the Practice :

1. Aims at transforming students into social beings by providing opportunities to interact with society.
2. Extending hands to the needy people and downtroddens.
3. Teaching students practical aspects of life.
4. Extending Knowledge to society.
5. Moulding up students as responsible citizens.
6. Learning the importance of cleanliness and hygiene.

The Practice :

With the aim of extending helping hands to society and enabling students to share their knowledge and other resources with society, following programmes were organised -

Detailed report attached here with

File Description	Documents
Best practices in the Institutional website	http://www.sescollege.ac.in/public/downloads/7.2.1(2021-2022)%20(1).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

Pre Marital Counselling Programme and 'Snehitha' :

Department of Minority Welfare, Kerala State Government collaborated with S.E.S. College, Sreekandapuram, to organize a 4 day pre marital counseling programme. Our college was one of the 2 centres to host the initiative. The topics covered under the Counselling programme were Marriage - need and functions, Importance of Marriage and religious aspects of Marriage, Healthy family relations, Interpersonal relationship and effective communication in marriage, Husband and Wife relationship and communication in husband and wife relationship, Marriage and financial management, Budget for family designing, Child care and Parenting, Marriage - Legal aspects of Marriage and Conflict resolution in Family, Marriage and sexual relationship, etc.

'Snehitha' is a 24 hour working Gender Helpdesk of Kudumbashree Mission, Kerala State Government. Counselling classes on Sex and Gender, Sexual Identity, Patriarchy and Strategical and Practical Gender Needs by which Kudumbashree Mission members were given training. Our college is the only centre in Kannur district.

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.

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	http://www.sescollege.ac.in/public/downloads/1.1.2(2021-2022)_compressed.pdf

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

A. All of the above

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

1.2 - Academic Flexibility

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

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

16

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

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

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

14

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
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

398

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

Kannur University has incorporated gender, environment and sustainability, human values and professional ethics in the curriculum through various programmes and courses. 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. 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	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	No File Uploaded

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

18

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

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

446

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	A. All of the above
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File Description	Documents
URL for stakeholder feedback report	https://docs.google.com/forms/d/e/1FAIpQLSdQ3R8mFueUnoIoKYHCrXI0pv_1lUSBMb6pymH4zDxmQI1OJw/viewform
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
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File Description	Documents
Upload any additional information	View File
URL for feedback report	http://www.sescollege.ac.in/public/downloads/FEEDBACK_REPORT_21-22.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

302

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

67

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

The institution has taken commendable steps to analyse the learning levels of the students. Each department organizes online class separately for both advanced learners and slow learners during the Covid 19 pandemic period. Study materials were provided in google classroom and online test were conducted .The departments use monitoring and mentoring to keep track of slow learners' progress. Revision classes and counselling sessions are held.The activities such as seminars, workshops, group discussions, essay competitions, poem recitations etc. are conducted. The academic and extracurricular performance of the freshers are evaluated during the bridge courses .An evaluation test is conducted based on the bridge course and thereby the tutor identify the slow learners and advance learners. SES LEADS and SES TORQUE are the two initiatives conducted for advance learners and slow learners. Talks by eminent personalities Internal tests, assignments and presentations etc., are also a part of teaching in order to identify the Advanced students and slow learners.. The library also ensures accessibility to computer facility and internet for the online material. Peer teaching ,paper presentations etc. are programmes to support and satisfy the advanced learners. Advanced learners are encouraged to enroll in various online courses . Remedial teaching is organized for weak students. Departments organize remedial programmes preceding semester examinations.

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

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

Number of Students	Number of Teachers
963	57

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 college plays a significant role in inculcating experiential and participating learning experience for their students. Real time laboratory training is provided to the students of different courses in the science departments. Commerce department used to organize the industrial visit and internships to understand and bridge the gulf between theory and practice. Department of mass communication ensures students participation in the documentary editing and film screening. 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 prepare learning models, charts, and make presentations. Departments organize regular student seminars, peer teaching, and debates as part of the teaching-learning process. Projects are made mandatory in all UG courses which help students to identify an area in their discipline and 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. Each department follows unique programs to enhance the learning experience of students which include ICT used seminar

presentation and assignments.

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

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

The institution always encourages to use the technology to enhance and promote quality of delivery in the teaching and learning process. Many classrooms have LCD projectors which help the teachers to pinpoint the topics. The students also get an opportunity to understand the concepts more clearly. The teachers use online education resources, social networking sites, blended learning platforms like google classroom to effectively deliver teaching and provide enhanced learning experience. The use of ICT by teachers in classrooms apart from enabling students to keep pace with the contemporary digital and virtual world has helped to create a student centred learning approach. 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 are provided on individual laptop and mobile devices, with enough security measures. Its access is controlled by the system administrator. Library offers a wide range of e-resources. The G suite account is provided for online classes and used Google meet as a Learning Management system. Most of the departments have department blogs, YouTube accounts and websites.

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

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)**2.3.3.1 - Number of mentors**

57

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality**2.4.1 - Number of full time teachers against sanctioned posts during the year**

57

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

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**

13

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

364

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. 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. 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. 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 of the 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	View File
Link for additional information	Nil

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

The 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 valuation of answer scripts, If they have any doubts, clarification is given which enables them to fare better in future.

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	View File
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 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, course outcomes and also provides information about the scheme of instruction and evaluation. 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. 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.. Kannur University has a Board of Studies for each programme and 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. The concern subject teachers are assigned to communicate 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	http://www.sescollege.ac.in/iqac/po-pso
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. The continuous evaluation is done through tests, written assignments, presentation of papers, oral presentations and so on. The end semester examination is based on a written examination of three hours. In order to evaluate the attainment of Programme outcomes, Programme Specific Outcomes and Course Outcomes, the teachers, during classroom teachings, have discussions with the students about their perception on the attainment of programme outcomes. 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 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	View File
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

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

346

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/sss.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	View File
Institutional data in prescribed format	View File

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

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

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

The college organizes activities to develop an innovative academic culture by which knowledge gets produced and disseminated to the community. Different pedagogical approaches are attempted by the institution to make the ecosystem compatible to innovations, and creation and transfer of knowledge. The college has proactively initiated many measures to create an eco-system for creation and transfer of knowledge, which are explained as below:

a) **Film production** : The Journalism Department of the college is active in the field so that they produce short films, organise film fests, release of Newspapers, etc.

b) **Fests and Exhibitions**-Under the leadership of the students, creative and enlightening fests and exhibitions are organised by the Departments, clubs and forums. Students set

stalls in which variety of food items, craft pieces, paintings, etc. are displayed and sold.

c) Skill Development initiatives : Economics Department, NSS, NCC etc . give trainings to students on production of paper bags, paper pens, pen vases, Craft making, sanitisers, etc. The students sell the products and make use of the profit for charity works

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

16

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

3.3 - Research Publications and Awards

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

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

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, S.E.S. College Extension Committee under 'N.O.S.E.S.' 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. SES College Extension Committee collected Rs.188763/- and handed over to one of our students in BSc Chemistry for Medical treatment. N.O.S.E.S. conducted a BREAST CANCER AWARENESS DRIVE 2021 on October 13, 2021 and a 'HAIR DONATION CAMP' on February 4, 2022 in collaboration with Samaritan Home, Chengalayi. Palliative Day was celebrated by 'N.O.S.E.S.' in collaboration with Samaritan Home and conducted a Campaign rally on January 15, 2022 that conveyed the message of Palliative care.

In addition, most departments and other clubs and committees have organised various community outreach programmes of exhibitions, awareness classes, visits to old age homes, orphanages and Buds schools, cleaning works, Mask distribution, e waste collection, Industry visits, skill development training programmes, Hand sanitiser preparation, hair donation, etc. The basic lessons for leading an emotionally, spiritually and physically healthy life were conveyed to the students through such initiatives.

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

3

File Description	Documents
Any additional information	View File
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

32

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

1990

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

10

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

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

2

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 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 as 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	View File
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.**46**

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)****94.69**

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

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 46.07%. The functioning of both Library and ILMS are supervised by the Library Advisory Committee.

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

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

A. Any 4 or more of the above

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)

0.245

File Description	Documents
Any additional information	View File
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**

46

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	View File
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	View File
Details of available bandwidth of internet connection in the Institution	View File
4.4 - Maintenance of Campus Infrastructure	
4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)	
4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)	
34.26	
File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File
4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.	
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	http://www.sescollege.ac.in/public/downloads/2021-22%20proceedings%20Committees%20-%20Revised.pdf

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

601

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

59

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/
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

1617

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

1617

File Description	Documents
Any additional information	View File
Number of students benefitted 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	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression**5.2.1 - Number of placement of outgoing students during the year**

5.2.1.1 - Number of outgoing students placed during the year

18

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**

129

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
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**

24

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

5.3 - Student Participation and Activities

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

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

35

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

The 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	http://www.sescollege.ac.in/students-support/college-union#
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

97

File Description	Documents
Report of the event	View File
Upload any additional information	View File
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 registered Alumni Association of the college, 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.

File Description	Documents
Paste link for additional information	http://www.sescollege.ac.in/alumni
Upload any additional information	View File

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

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

mission of the institution

The 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 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.

File Description	Documents
Paste link for additional information	http://www.sescollege.ac.in/about/profile
Upload any additional information	View File

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

The Institution 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. 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	http://www.sescollege.ac.in/igac/strategic-plan
Upload any additional information	View File

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.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://www.sescollege.ac.in/iqac/strategic-plan
Upload any additional information	View File

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

The 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, 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.

File Description	Documents
Paste link for additional information	http://www.sescollege.ac.in/igac
Link to Organogram of the institution webpage	http://www.sescollege.ac.in/about/organogram
Upload any additional information	View File

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

The 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.

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

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

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

34

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

6.3.3 - Number of professional development /administrative training programs

organized by the institution for teaching and non-teaching staff during the year

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

2

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

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

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

38

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

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

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	http://www.sescollege.ac.in/igac
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The Institution 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	http://www.sescollege.ac.in/igac
Upload any additional information	View File

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)**6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)**

78.36

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

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

The Institution 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.

File Description	Documents
Paste link for additional information	http://www.sescollege.ac.in/alumni
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

The Institute IQAC regularly meets to discuss ,suggest ,evaluate and implement quality enrichment initiatives. IQAC prepares- Annual Quality Assurance Report , Self-Study Reports of various accreditation bodies like ISO 9001, UGC 12b, NAAC, NIRF etc. and 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. It takes efforts in the implementation of modern technology .Academic audit of each department and various committees done by the Academic audit Committee was submitted to the IQAC and evaluation was done.Convergence seminar series is a flagship programme of IQAC which organises seminars on different disciplines by renowned academicians .

File Description	Documents
Paste link for additional information	http://www.sescollege.ac.in/iqac
Upload any additional information	View File

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

The Academic Calendar is prepared in advance, displayed and circulated in the Institute and strictly followed. All newly admitted students attend the Orientation Programme, which give an awareness of the philosophy,the teaching learning process, the system of continuous evaluation, compulsory core courses, various co curricular activities, discipline and culture of the Institute. 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 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 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 delivery Syllabus 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	http://www.sescollege.ac.in/iqac
Upload any additional information	View File

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://www.sescollege.ac.in/igac
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

1. Department of Economics organised a webinar on Gender Equity .
2. The Counselling Cell of the College organised an Extension Programme titled 'Snehitha' . Awareness classes on the topics of 'Sex and Gender' ; 'Sexual Identity' ; 'Patriarchy' ; 'Strategical and Practical gender needs' .
3. The Counselling Cell of the College organised a Pre marital Counselling Course for Women .
4. Breast Cancer Awareness Drive - Under the title of 'Mathrusuraksha', a Breat Cancer Awareness drive was organised o by the NSS units.
5. The Counselling Centre, SES college Sreekandapuram in association with Kannur Kudumbasree District Mission, arranged a debate on "Malala day " .
6. 'Kalajada' conducted by District Kudumbasree mission was conducted under the auspices of Counselling centre . The NSS units of SES college conducted an online Essay writing competition on Malala Day.

7. District Women and Child Development Office, Mahila Shakthi Kendra, Kannur in association with NSS units conducted an online class on the topic 'Gender sensitisation campaign'.
8. As part of the women empowerment, the students of the Communication and Journalism department produced and submitted Videos and Posters.
9. The Communication and Journalism Department organized an online interaction with three young women journalists on Women's Day for the department students.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://www.sescollege.ac.in/public/downloads/7%20.1.1%20(2021-2022).pdf

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

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

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: 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 to the waste pit without any harm to the biodiversity. The Department of Chemistry has shifted from macro scale analysis to micro scale analysis and the Department alumni has contributed to the purchase of Micro Scale Apparatus

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

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

B. Any 3 of the above

bodies and distribution system in the campus	
File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File
7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows:	A. Any 4 or All of the above
<ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping 	
File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File
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	C. Any 2 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	View File

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).

Different commemorative days like Independence Day, Gandhi

jayanthi, Republic Day are celebrated along with other special days to stimulate the feeling of oneness. 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 cultural festivals like Onam, Christmas etc. with great pomp and joy. Students get opportunities to interact among themselves through Innovative Business Idea Contest, Best Manager Competition, Freshers' Day, Farewell Party, Valentine's Day, 'Etc', Reading Day, Kerala Piravi Day, Annual Media Fest, Vaikom Muhammed Basheer Day, World Mother Tongue Day, etc. The Literary Club - LYRE celebrated a one week long Reading Celebration.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

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 and Republic Day along with

giving due importance to Constitutional Awareness, Human rights, National integration, Planting trees, Saying no to Plastics, Remembering Mumbai Attack heroes, paying homage to Pulwama Martyrs, keeping the neighbourhood environment clean, promoting harmony and common brotherhood, etc. Various student support programmes of the college organise various competitions which have always received huge participation from the students and promoted their awareness about various aspects of Indian citizenship. A quiz competition on Indian Constitution was organised by NCC on January 26, 2022. 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	http://www.sescollege.ac.in/public/downloads/7.1.9(2021-2022).pdf
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff

4. Annual awareness programmes on Code of Conduct are organized

C. Any 2 of the above

File Description	Documents
Code of ethics policy document	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	View File
Any other relevant information	View File

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

A service week was celebrated to commemorate Gandhi Jayanti. And following days were also celebrated - Independence Day, Republic Day, Science day, Women's day, International Yoga Day, World Environment Day, National Moon Day, National Sports Day, Mumbai Terrorist attack day, NCC day, World Aids day, Kargil Vijay Diwas, International Nurses' Day, World Environment Day, Malala Day, Palliative Care Day, Hiroshima Nagasaki Day, International Day against Drug Abuse and Illicit Traffic, etc. were celebrated by several departments, clubs, NSS, NCC, etc.

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	View File

7.2 - Best Practices

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

BEST PRACTICE 1

TITLE OF THE PRACTICE- G.A.S.E.L. (Gandhian Series of Lectures) Objectives of the Practice :

1. To share subject experts' Knowledge with the students
2. To provide proper Career Guidance to students
3. To create subject expertness in students
4. To create awareness on New Media Tools
5. To provide awareness on financial planning
6. To provide knowledge on International Trade
7. To develop Entrepreneurship skills of students
8. To create Media Awareness
9. To provide Competitive Exam Coaching
10. To give training on Content Writing

The Practice :

Various departments, NCC, NSS, etc take keen interest in organising webinars during the lockdown days so that the students are enabled to get skill oriented and career oriented sessions that would contribute to their future life.

BEST PRACTICE 2

TITLE OF THE PRACTICE- G.A.L.E.N.T. (Gandhian Learning Nourishes Tender-Hearts)

Objectives of the Practice :

1. Aims at transforming students into social beings by providing opportunities to interact with society.
2. Extending hands to the needy people and downtroddens.
3. Teaching students practical aspects of life.

4. Extending Knowledge to society.
5. Moulding up students as responsible citizens.
6. Learning the importance of cleanliness and hygiene.

The Practice :

With the aim of extending helping hands to society and enabling students to share their knowledge and other resources with society, following programmes were organised -

Detailed report attached here with

File Description	Documents
Best practices in the Institutional website	http://www.sescollege.ac.in/public/downloads/7.2.1(2021-2022)%20(1).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

Pre Marital Counselling Programme and 'Snehitha' :

Department of Minority Welfare, Kerala State Government collaborated with S.E.S. College, Sreekandapuram, to organize a 4 day pre marital counseling programme. Our college was one of the 2 centres to host the initiative. The topics covered under the Counselling programme were Marriage - need and functions, Importance of Marriage and religious aspects of Marriage, Healthy family relations, Interpersonal relationship and effective communication in marriage, Husband and Wife relationship and communication in husband and wife relationship, Marriage and financial management, Budget for family designing, Child care and Parenting, Marriage - Legal

aspects of Marriage and Conflict resolution in Family, Marriage and sexual relationship, etc.

'Snehitha' is a 24 hour working Gender Helpdesk of Kudumbashree Mission, Kerala State Government. Counselling classes on Sex and Gender, Sexual Identity, Patriarchy and Strategical and Practical Gender Needs by which Kudumbashree Mission members were given training. Our college is the only centre in Kannur district.

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

7.3.2 - Plan of action for the next academic year

1. Action plan for each department and initiatives based on academic calendar
2. Continue bridge course and induction programme
3. Remedial coaching and peer group teaching
4. One add on course / certificate course by each department
5. Gender equality programme
6. Career guidance programmes
7. Workshops and seminars on research methodology and IPR
8. Encourage departments to establish MOU
9. Organise professional development programmes
10. Implement AAA and Environmental audit
11. Completion of seminar hall
12. Encourage academic extension activities by departments

13. Skill development programmes
14. Regular review meeting of departments, committees with college authorities
15. Preparation of strategic plan and infrastructure development plan