SIR SYED COLLEGE
(Affiliated to Kannur University)
TALIPARAMBA,P.O.KARIMBAM
KANNUR
KERALA-670142

ANNUAL QUALITY ASSURANCE REPORT 2014-15
Submitted to National Accreditation and Assessment Council
Bangalore

Part – A

1. Details of the Institution

1.1 Name of the Institution

> SIRSYED COLLEGE TALIPARAMBA

1.2   Address Line 1

> P.O.KARIMBAM

Address Line 2

> TALIPARAMBA

City/Town

> KANNUR

State

> KERALA

Pin Code

> 670142

Institution e-mail address

> sirsyedcollege1967@gmail.com

Contact Nos.

> 0460 2205866

Name of the Head of the Institution:

> Dr. P T ABDUL AZEEZ

Tel. No. with STD Code:

> 0497 2205866

Mobile:

> 9447245413

Name of the IQAC Co-ordinator:

> SAHEED V.K

Mobile:

> 9895145425

IQAC e-mail address: sirsyedcollegeiqac@gmail.com

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)*   ---

1.4 **NAAC Executive Committee No. & Date:**   EC/55/RAR/077 March 27   2011
   (For Example EC/32/A&A/143 dated 3-5-2004.
   This EC no. is available in the right corner- bottom
   of your institution's Accreditation Certificate)

1.5 Website address: www.sirsyedcollege.ac.in

Web-link of the AQAR: http://www.sirsyedcollege.ac.in/AQAR2014-15

   For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B+		2005	2010
2	2nd Cycle	B	2.8	2011	26/03/2016
3	3rd Cycle				
4	4th Cycle				

1.7 Date of Establishment of IQAC :   DD/MM/YYYY   14/08/2005

1.8 AQAR for the year *(for example 2010-11)*   2014-15

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((*for example AQAR 2010-11submitted to NAAC on 12-10-2011*)

  i. AQAR 2011-12Submitted to NAAC on 27/02/2012 (DD/MM/YYYY)
 ii. AQAR 2012-13_Submitted to NAAC on 21/12/2013(DD/MM/YYYY)
iii. AQAR2013-14_ Submitted to NAAC on 21/08/2014 (DD/MM/YYYY)
 iv. AQAR2014-15 submitted to NAAC on   02 /09/2015 (DD/MM/YYYY)

1.10 Institutional Status

 University   State [✓] Central [ ]   Deemed [ ]   Private [ ]

 Affiliated College   Yes [✓]   No [ ]

 Constituent College   Yes [ ]   No [✓]

 Autonomous college of UGC   Yes [ ]   No [✓]

 Regulatory Agency approved Institution   Yes [ ]   No [✓]

 (eg. AICTE, BCI, MCI, PCI, NCI)

 Type of Institution   Co-education [✓]   Men [ ] Women [ ]

        Urban [ ]   Rural [✓]   Tribal [ ]

 Financial Status   Grant-in-aid [✓]   UGC 2(f) [✓]   UGC 12B [✓]

        Grant-in-aid + Self Financing [ ]   Totally Self-financing [ ]

1.11 Type of Faculty/Programme

 Arts [✓] Science [✓] Commerce [✓] Law [ ] PEI (Phys Edu) [ ]

 TEI (Edu) [ ] Engineering [ ] Health Science [ ] Management [ ]

 Others (Specify)   . Post Graduate Deploma in Computational Science

1.12 Name of the Affiliating University *(for the Colleges)*   KANNUR UNIVERSITY

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

    Autonomy by State/Central Govt. / University   ----

University with Potential for Excellence   ----   UGC-CPE   ----

   DST Star Scheme   ----   UGC-CE   ----

UGC-Special Assistance Programme   ----   DST-FIST   ...✓....

UGC-Innovative PG programmes   PGDCS   Any other (*Specify*)   -----

UGC-COP Programmes   ----

2. IQAC Composition and Activities

2.1 No. of Teachers   08

2.2 No. of Administrative/Technical staff   2

2.3 No. of students   1

2.4 No. of Management representatives   2

2.5 No. of Alumni   1

2. 6 No. of any other stakeholder and   1

    community representatives

2.7 No. of Employers/ Industrialists   1

2.8 No. of other External Experts   ---

2.9 Total No. of members   16

2.10 No. of IQAC meetings held   3

2.11 No. of meetings with various stakeholders: No. 7   Faculty 2

Non-Teaching Staff 1   Students 2   Alumni 1   Others 1

2.12 Has IQAC received any funding from UGC during the year?   Yes ✓   No ☐

If yes, mention the amount   3,00,000/

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. 1   International ☐   National ☐   State ☐

Institution Level ☐   *University Level ✓

(ii) Themes   'OSTENDO 2014' SCIENCE , ARTS & CULTURAL EXHIBHITION

2.14 Significant Activities and contributions made by IQAC

IQAC Plays an active role in internalising a culture of quality within the institution . For this purpose it formulate plan of action and ensurs its execution

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

PLAN OF ACTION	ACHIEVEMENTS
• A Science , Arts & Cultural Exhibition to be conducted	• Science ,Arts &Cultural Exhibition Ostendo 2014 has been conducted. Students from various schools and colleges and common people were benefited.
• Wifi connectivity in the campus	• wifi connectivity has been established
• Construct a separate PG & Research block in the campus	• Management has decided to complete the first phase of construction of PG& Research block in a year. Construction work of Classes for newly added courses (MA Arabic & BA Malayalam) has been completed
• Equip the fitness centre with more equipm ent.	• More sophisticated equipment for Gymnasium & fitness Centre has been purchased . It will be installed in new Gymnasium .
• Campus management Software TCS to be installed	• TCS software has been commissioned • Staff training programme on using TCS Soft ware has been conducted
• To Conduct a training Class on ICT for Staff members	• Full automation of college office • Training on the use of Interactive board was given to Teaching staff
• Conduct seminars and workshops on important themes by all departments.	• Seminars and workshops were conducted by various departments
• Communication Skill training classes to be started	• Orientation for teachers to engage communication classes has been conducted.
• An Orientation Class for Students to be conducted	• Communication Skill training Classes were started. Orientation Class for first year students were conducted
• News Letter has to be published periodically	• College News letter 'Wings' published
• NSS Undertaken the construction of house For poor	• NSS Constructed a house and handover the key by Vice Chancellor, Kannur University to a very poor family

* *Attach the Academic Calendar of the year as Annexure.*

2.15 Whether the AQAR was placed in statutory body   Yes ☐   No ☐

    Management ☑   Syndicate ☐   Any other body ☐

    Provide the details of the action taken

> Approved the plan of action after a detailed discussion with college authorities and sanction was given.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	2	0	0	0
PG	5	0	0	0
UG	13	0	0	1
PG Diploma	1	0	0	0
Advanced Diploma	0	0	0	0
Diploma	0	0	0	0
Certificate	1	0	0	0
Others	0	0	0	0
Total	22	0	0	1

Interdisciplinary	0	0	0	0
Innovative	0	0	0	0

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	18
Trimester	0
Annual	0

1.3 Feedback from stakeholders*   Alumni ☑   Parents ☑

Employers -   Students ☑

(On all aspects)

Mode of feedback   : Online -☑ Manual ☑

Co-operating schools (for PEI) -

Please provide an analysis of the feedback in the Annexure

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

> Curriculam for UG Courses under Choice Based Credit and Semester System was modified from Direct grading pattern into indirect Grading with marks. The internal marks for each course was increased . The change was implimented from 2014 -15 academic year onwards.Post Graduate Curriculam was also restructured from the mark system in to CBCSS System with indirect grading pattern.The P.G Curriculam was implimented from 2014 -15 academic year onwards.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

NIL

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent   faculty

Total	Asst. Professors	Associate Professors	Professors	Others
71	37	31	0	3

2.2 No. of permanent faculty with Ph.D.

19

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
7	0								

2.4 No. of Guest and Visiting faculty and Temporary faculty

13	-0	-0

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	8	52	7
Presented	3	22	4
Resource Persons	-	5	6

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- A Science, Arts & Cultural exhibition Ostendo 2014 was conducted

- All departments conduct national / regional seminars /workshops in order to familiarise the students and the staff on the developments taking place in various disciplines

- WWSP (Walks with Scholar Programme) and SSP (Scholar Support Programme) are implemented
- Specialised training was imparted to selected students through Additional Skill Acquisition Programme (ASAP),

- All departments are provided LCD projectors and internet facility to enable ICT enabled teaching in class rooms.
- All PG Departments are provided with smartboard

- Campus wifi was introduced to enhance ICT based teaching and Learning

- Teacher evaluation is done online and the teachers are informed about their performance

- Students feedback on teaching , learning and evaluation and other facilities of the college are taken online and analysis are done

- Orientation Classes for students were conducted on their open courses so as to help the students in choosing the course suitable for them.
- The departments makes linkage with reputed HEIs for carrying out student's projects inorder to boost their research orientation
- Arrange field trips and industrial visits.
- Studies on importance and conservation of sacred groves with student participation.
- Field collection of different plant species and study of habit and habitat by students itself.
- Conducting Motivation & Counselling for the students in general and the beginners in particular by inviting the experts among the former students
- Department of forestry and wood technology conducted Invited talks by the experts in biodiversity of Western Ghats
- Department of History is conducting UGC foundation course on human rights
- Department of Zoology introduced open book test papers for their students and Learning activities are promoted by introducing group activities by forming core groups

2.7   Total No. of actual teaching days

    during this academic year   180

2.8   Examination/ Evaluation Reforms initiated by
    the Institution (for example: Open Book Examination, Bar Coding,   NA
    Double Valuation, Photocopy, Online Multiple Choice Questions)

2.9   No. of faculty members involved in curriculum   24   -   11
    restructuring/revision/syllabus development
    as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students   90

2.11 Course/Programme wise   distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division						
		A+	A	B+	B	C+	C	PASS %
BA ARABIC	28	0	3	7	11	0	0	75
BA FUNCTIONALENGLISH	36	0	0	8	11	4	3	72.22
BA HISTORY	39	0	0	1	13	8	0	56.41
BA ECONOMICS	41	0	0	9	9	6	3	65.85
B Com	56	0	0	13	16	13	6	85.71
BSc MATHEMATICS	24	0	1	13	2	1	1	75
BSc STATISTICS	19	0	0	1	6	0	1	42.11
BSc PHYSICS	32	0	6	13	7	2	3	96.88
BSc CHEMISTRY	28	0	1	13	8	3	0	89.29
BSc BOTANY	27	0	1	12	5	5	0	85.19
BSc ZOOLOGY	23	0	0	11	7	2	0	86.96
BSc FORESTRY & WOOD TECHNOLOGY	24	0	3	9	1	4	1	75
MSc PHYSICS	Result awaiting							
MSc CHEMISTRY	Result awaiting							
MSc BOTANY	Result awaiting							
MCom	Result awaiting							
PG DEPLOMA IN COMPUTATIONAL SCIENCE	Result awaiting							

GPA for A+ 3.8-4   A 3.5-3.79   B+ 3.00-3.49   B 2.50-2.99   C+ 2.00-2.49   C 1.50-1.99

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

- IQAC analysed the examination results of all programmes and made suggestions for improvement.
- Arrange teachers' training programs to develop teaching skill.
- Prepare an academic calendar to convey the examination schedule,teaching days, celebrations, holidays, vacations, and academic events to the faculty, Students and parents.
- Carry out online evaluation of the faculties from respective students
- Taking feedback on Campus facilities , teaching learning and evaluation process from the students and parents
- The progress of students was monitored through unit tests, home assignments, seminars, etc.
- Periodic assessment of teaching-learning process. and internal evaluations
- Established Language laboratory, to improve the communication English.
- Motivating the teachers towards implementing new strategies of teaching-learning processes
- Promoting ICT oriented teaching and learning by encouraging use of the interactive board, Internet facilities etc .
- Addition of teaching learning resources like library, INFLIBNET Support etc.
- Promotion of research as a part of teaching Learning process.
- Infrastructure development to support the teaching-learning process.
- Participating role in organizing co-curricular activities.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	7
UGC – Faculty Improvement Programme	3
HRD programmes	4
Orientation programmes	5
Faculty exchange programme	-
Staff training conducted by the university	1
Staff training conducted by other institutions	6
Summer / Winter schools, Workshops, etc.	3
Others	4

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	31	0	0	0
Technical Staff	3	0	0	0

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- Research committee of the college meets periodically to discuss the current research trends   and issues

- Encouraging teachers to apply Minor and Major projects

- Motivating faculty for writing and publishing research related article

- Sharing the information about the upcoming conferences, seminars and workshops etc , among the staff

- Encouraging teachers to attent seminars and workshops

- Proper help and support is given to teachers to avail themselves of faculty improvement programme

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number		3		1
Outlay in Rs. Lakhs		50.19	24.79	

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	4			
Outlay in Rs. Lakhs	5.52			

3.4   Details on research publications

	International	National	Others
Peer Review Journals	15	2	
Non-Peer Review Journals	-	1	
e-Journals	1	-	-
Conference proceedings	10	-	-

3.5 Details on Impact factor of publications:

Range ☐   Average ☑   h-index ☐   Nos. in SCOPUS ☐ 1

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects 2	3	MoEF BARC	20,50,000/- 14,44,000/-	10,20,000/- 4.29.900/-
Minor projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects *(other than compulsory by the University)*	6months	KSCSTE	Rs15000/	Rs15000/
Any other(Specify)	21day Training Partner Scheme of ASAP	Genaral&Higher Education Dept, Govt:of Kerala DST-FIST	3.7 Lakh 1Crore	3.7 Lakh 57.5Lakh
Total			1.387crore	75.84Lakhs

3.7 No. of books published   i) With ISBN No. | 3 | Chapters in Edited Books | |

ii) Without ISBN No. | - |

3.8 No. of University Departments receiving funds from

UGC-SAP | - | CAS | - | DST-FIST | - |

DPE | - | DBT Scheme/funds | - |

3.9 For colleges   Autonomy | -- | CPE | | DBT Star Scheme | -- |

INSPIRE | --- | CE | -- | Any Other (specify) | - |

3.10 Revenue generated through consultancy | 17350/= |

3.11 No. of conferences   organized by the Institution

Level	Inter national	National	State	University	College
Number		4	2	3	43
Sponsoring agencies		Dept of higher Education, Govt of Kerala,KSHEC	KSCSTE	KSCSTE	

3.12 No. of faculty served as experts, chairpersons or resource persons | 18 |

3.13 No. of collaborations   International | 1 | National | 1 | Any other | - |

3.14 No. of linkages created during this year | - |

3.15 Total budget for research for current year in lakhs :

   From Funding agency | 34,94,000 | From Management of University/College | - |

   Total | 34,94,000 |

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	-
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-

3.17 No. of research awards/ recognitions   received by faculty and research fellows
    Of the institute in the year

Total	International	National	State	University	Dist	College
13	3	3	3	6	-	-

3.18 No. of faculty from the Institution | 8 |
   who are Ph. D. Guides
   and students registered under them | 16 |

3.19 No. of Ph.D. awarded by faculty from the Institution | 1 |

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

   JRF | - | SRF | - | Project Fellows | 1 | Any other university fellowship | - |

3.21 No. of students Participated in NSS events:

   University level | 80 | State level | 50 |

     National level | 8 | International level | - |

3.22 No. of students participated in NCC events:

University level | 30 |　　State level | 7 |

　　　　National level | 3 |　International level | - |

3.23 No. of Awards won in NSS:

　　　　University level | - |　State level | - |

　　　　National level | - |　International level | - |

3.24 No. of Awards won in NCC:

　　　　University level | - |　State level | - |

　　　　National level | - |　International level | - |

3.25 No. of Extension activities organized

University forum | - |　College forum | 6 |

NCC | 4 |　　　NSS | 7 |　　　Any other | - |

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- One day blood donation camp was organized in association with Kannur District Government hospital and college red ribbon club. Total 65 person including students and staff donated blood to the blood bank

- NSS volunteers organized a one day camp in which 80 students participated , separated bio and plastic wastes of the hospital premises and disposed in the proper way.

- A Social drama 'Bhoomiyude Avakashikal' was for the village people of Therlayi
- A Socio economic survey was conducted at Therlayi village and the report was handed over to Panjayath President
- A one day dental camp was conducted at Therlayi in association with Periyaram dental college. Total 80 patients registered in the camp
- A cultural night was conducted jointly with JCI Taliparamba
- NCC Cadets Celebrated NCC Day by doing charity work at HOPE, Pilathara , raised an amount of Rs. 10000 and donated it to the development fund of HOPE
- NCC Cadets Visited old age home, Snehalayam at Pattuvom and donated wheelchair to the inmates
- NCC Cadets Conducted cultural programmes for the inmates of snehalayam
- College Bhoomithra sena actively participating in the selected sacred grove conservation in kannur district. Bhoomithra sena volunteers constructed bio fence around irivery kavu and documented flora of kayyath nagam
- Bhoomithra sena club conducted a one day nature camp

Criterion – IV
4. Infrastructure Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	13 Acres	Nil	Management	13Acres
Class rooms	48Classes		Management	48 Classes
Laboratories	17	Nil	Management	
Seminar Halls	2	Nil	Management	2
No. of important equipments purchased ($\geq$ 1-0 lakh) during the current year.	-	-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-	-
Others	-	-	-	-

4.2 Computerization of administration and library

An international software 'GREEN STONE'which serves as digital library cum institutional repository has been installed which provides access digital literature in various subjects.

A library management software package "BOOKMAGIC" with SQL server as back engine had been installed in 2003. The features are OPAC, Management module, Circulation module, Stock verification, View status, Barcode, etc.

OPAC (Online Public Access Cataloue: OPAC module offers a wide range of flexibility by using different search options. (By author, title, subject, keyword, Publisher, Call number, etc.). The students can see the holdings of the library and easily locate the documents they want.

VIEW STATUS   : View status is used to view the status of the library resources and borrowers. The students can check whether the needed documents are available in the library or loaned out.

Computerized circulation with barcoding technology   All the books in the library and identity cards of the students have been barcoded. By using the orbit scanner the students can get the books issued and returned within a few seconds.

Electronic Journals   Access to more than 6000 electronic journals (Full text) and 97000 e-books are being provided to staff and students under NLIST programme (Abridged form of INFLIBNET, exclusively designed for college libraries) of UGC. Teachers, Research Scholars and Post Graduate students have been provided individual username and password so that they can use this facility in the campus as well as outside.

4.3   Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	35779		1944	693633/-	37723	-
Reference Books	1464		145	81095	1609	-
e-Books	-	-	-	-	-	-
Journals	-	-	110	118240	110	118240
e-Journals	-	-	6000+	5000	6000+	5000
Digital Database	1	35000/	-	-	1	35000/
CD & Video	79	-	52	-	131	-
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart ments	Others
Existing	70	2	YES	14	1	YES	14	-
Added	11	-	-	-	-	-	-	-
Total	81	2	YES	14	1	YES	14	-

4.5 Computer, Internet access, training to teachers and students and any other programme for technology up gradation (Networking, e-Governance etc.)

Training Students : Web browsing, Online purchase, e-mail creation, Scholarship registration, Online   examination registration.
Total Campus Solution Software (online mode)-Usage for Teaching Staff
 Teaching & Non teaching : PF data Entry

Training Partner Institution (TPI) of ASAP : Additional Skill Acquisition Programme , joint initiative of Higher Education and General Education Department of Government of Kerala has selected students from the various Arts and Science Colleges of the State. The Programme aims at developing Communicative English skill, IT skill and social skill in these students to qualify them as Skill Development Executive(SDE) by giving training in these skills. It is done through a 21 day Residential Training programme.

APTIS English Skill online test centre for ASAP for various TPIs

4.6 Amount spent on maintenance in lakhs :

   i) ICT | 10,000/ |

    ii) Campus Infrastructure and facilities | 6605358/ |

   iii) Equipments | - |

   iv) Others | 802478/ |

            Total : | 7417836 |

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The IQAC renders information and support that the students on the campus need. They were Given the information about the student support system of the college throughthe first orientation class at the begning and through handbook

Support the students by informing modalities for getting financial assistance from government,Scholerships from various agencies etc .

IQAC gives support by giving remedial classes ,Coaching classes for placement,giving carrier guidance,and Counselling .

Special Care is being given for girl students individually by LASS members (Ladies Association of Sir Syed college). Girl students are giving training in Tailoring .
Books and Stationary articles at reasonable rates are made available in the College

Cooperative store.

5.2 Efforts made by the institution for tracking the progression

Tutors are appointed asper the Tutorial system in the college .They collect the data about the student's performance in teaching,learning and their participation in extracurricular activities. Examination results of each semester were compared with university averages and previous results to track progress of students. On the basis of the analysis of the data, proper guidance is given to the students and their parents.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1427	134	16	2

(b) No. of students outside the state

1

(c) No. of international students

0

Men	No	%
	389	24.9

Women	No	%
	1172	75.1

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
82	169	43	1214	12	1520	117	177	51	1216	24	1561

Demand ratio   1:9   Dropout % 10

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

> The college has a minority coaching centre aided by UGC for giving coaching for competitive examinations.Coaching for NET/SET,GATE,State PSC etc are being given for the students by making use of experienced and expert resource persons from and outside the college.

No. of students beneficiaries | 83 |

5.5 No. of students qualified in these examinations

NET | 2 | SET/SLET | 3 | GATE | - | CAT | - |

IAS/IPS etc | - | State PSC | 1 | UPSC | | Others | |

5.6 Details of student counselling and career guidance

> The College Career and Counselling Centre helping the students aware of career demands and opportunities, and provide them the guidance with regard to the Personality Development,Effective Communication Skills, Soft Skills etc. and about various courses available in and outside the country.
>
> As the part of its activity Career Guidance Centre is conducting several programmes
>
> in the college with regard to higher education, current job opportunities and special
>
> training programmes to the students. Conducted two day work shop on textile industry-vocational training in association with ATDC Vocational training institute. Kannur

No. of students benefitted | 300 |

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
1	129	16	14

5.8 Details of gender sensitization programmes

Legal awareness classes are provided especially to the girl students .

NSS and Women's cell LASS play major roles in bringing the confidennce level of girl students to take a lead role in the society.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level │ 150 │ National level │ 12 │ International level │ - │

No. of students participated in cultural events

State/ University level │ 70 │ National level │ - │ International level │ - │

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level │ 40 │ National level │ 9 │ International level │ - │

Cultural: State/ University level │ 58 │ National level │ - │ International level │ - │

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	65	192600
Financial support from government	843	5666103
Financial support from other sources	8	12000
Number of students who received International/ National recognitions	0	0

5.11　Student organised / initiatives

Fairs　　　: State/ University level　| 2 |　National level　| |　　International level | |

Exhibition: State/ University level　| 1 |　National level　| |　International level　| |

5.12　No. of social initiatives undertaken by the students　| 12 |

5.13 Major grievances of students (if any) redressed: ___NIL_____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

> VISION:　To become a premier institution of excellence in Higher education
> MISSION:　Provide innovative educational environments, opportunities, and experiences that enable individuals intellectually well- trained, morally upright, socially committed, and the region to grow, thrive, and prosper.

6.2 Does the Institution has a management Information System

The College has a full-fledged Management information system for the academic and administrative functioning of the college.

The administrative system in the college is fully automated with appropriate software and all information on student admission, marks,fee payments, etc is available for timely decision and actions.

The College library is also automated and the information regarding availability of books, issue details, etc is available to the students and staff .
An online public access catalogue (OPAC) is implemented to enable the students for speedy and convenient access to the library catalogue.

The salary payment system of the staff is governed by the Government of Kerala software SPARK.

All relevant information about the college is published on the college website for reference.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

In an affiliating system there is limited flexibility for innovative. curricular designing However the colleges can involve in the processindirectly as and when the faculty members are elected to various Academic Bodies such as BOS,Academic Coucncil etc

24 Teachers from our College are acting as members of Board of studies in Kannur University. They are activelty involved in the process of updating the syllubus . 11Teachers paticipated in Work shop conducted by the Kerala State Higher Education Council for restructuring of CCSS curriculam for Undergraduate Studies.

 CCSS system was changed from the present direct grading pattern into indirect Grading with marks. This will be followed from 2014 -15 academic year onwards. Post Graduate Curriculam was also restructured in to CCSS System with indirect grading pattern.The P.G Curriculam will be implimented from 2014 -15 academic year onwards.

6.3.2 Teaching and Learning

Preparing academic calendar.

Using ICT enabled advanced methods for teaching

Conducting unit tests, group discussions and home assignments,Open book examinations etc.

WWSP ,Walks With Scholer Programme a student mentoring programme implemented

SSP Scholer support Programme for weaker students implemented
.
Exposing students for outdoor learning through educational trips, camps etc.

Motivating students for research activities.

Special coaching and remedial classes for weaker students to bring up the backward students to the forefront.

6.3.3 Examination and Evaluation

Internal examinations are conducted. Along with written examinations, seminars and assignments are given to the students for the evaluation of their academic status.

Regular departmentwise PTA meetings are conducted and the progress of the students is discussed with the parents.

6.3.4 Research and Development

There is a research committee to monitor and guide the research related works. Special status is conferred by DST-FIST for research activities in the college. . Out of 71 teachers in the college 19 are with PhD degree . They are actively participating research related activities . 4 Teachers were placed   as research guide in Kannur University this year. Botany and Chemistry departments are research Centres of Kannur University. Department of Botany is recognised as the Centre for Coursework for PhD in Botany

6.3.5   Library, ICT and physical infrastructure / instrumentation

During the academic year1944 books,145 reference ,52CD s were added to the college library. The College library is automated and the information regarding availability of books, issue details, etc is available to the students and staff .

An online public access catalogue (OPAC) is implemented to enable the students for speedy and convenient access to the library catalogue. A software, Green stone which serves as digital library cum institutional repository has also been installed .

Students and staff have access to INFLIBNET facility.

6.3.6   Human Resource Management

Appointment of teaching and non –teaching staffs are made by the government as and when new vacancies arise.

Proper care is taken in the selection process for keeping quality in the appointments.

Orientation programme for newly appointed teachers were given by IQAC at the begning of their service .

They were also sent for various types of training programme and workshops for enhancing their competence.

Kerala state Higher Education Council selected a teacher as a FLAIRE member, a capacity building programme of for newly appointed teachers and has been given induction training programme of KSHEC

6.3.7   Faculty and Staff recruitment

The faculty and staff recruitment is done on the basis of merit. The vacancies arising

at different points of time are notified in news papers and applications are received. The selection committee consists of subject experts nominated by the

University, Government nominees, principal and management representatives. The selection process is thus completed according to government rules. Preference is given to NET qualified candidates while selecting guest faculties.

6.3.8   Industry Interaction / Collaboration

Various departments have established collaboration and linkage with neighbouring Industries such as Western India Plywood Ltd, Valapattanam and reputed research laborotaries and Universities such as IISc Bangalore, IIITM Trivandrum,Centre for Bioinformatics Trivandrum, NIT Calicut and Central University Hyderabad. Students are using the linkage for doing their project works .

6.3.9 Admission of Students

The University sets the schedule for student admissions. Our website gives all important dates regarding the admission process. For each category ,viz. General Merit, Community reservation and SC/ST reservation there are set norms for ranking the students based on their marks in the qualifying examinations and other wightages like those for NSS,NCC etc Admissions are made strictly according to the rank list .

6.4 Welfare schemes for

Teaching	College employees Credit Society, Cooperative Society
Non teaching	College employees Credit Society Cooperative Society
Students	Scholarships, Remedial coaching Counseling centre, Tutorials ,Students Cooperative Society etc...

6.5 Total corpus fund generated　　[-]

6.6 Whether annual financial audit has been done　　Yes [✓]　　No [ ]

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No		Yes	IQAC
Administrative	Yes	Government,UGC	Yes	Management

6.8 Does the University/ Autonomous College declares results within 30 days?

　　　　For UG Programmes　　Yes [✓]　No [ ]

　　　　For PG Programmes　　Yes [ ]　　No [✓]

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

Not Applicable

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

Not Applicable

6.11 Activities and support from the Alumni Association

College Alumni organised ' Ormachppu'' a mega meeting of old students from 1967onwards

Alumni Associations Support poor students of the College by supporting them giving financial aid as scholarship and hostel charge

College Alumni organised a career guidance programme

6.12 Activities and support from the Parent – Teacher Association

The College PTA operates Bus service for the students and staff for concessional rate, looks after the needs of the students , caters to the developmental needs.

Helps to maintain the discipline of the college and supports cultural activities.

6.13 Development programmes for support staff

The members of the support staff are encouraged to make use of the avenue provided by the government for their promotions, to avail themselves of all welfare measures of the government that ensures their welfare.

6.14 Initiatives taken by the institution to make the campus eco-friendly

1. Open course students are given live demonstration on small scale mushroom production and field cultivations.
2. Rain water harvesting plant
3. Maintenance of Medicinal plant demonstration garden
4. Terrace farming
5. Collecting Plastic & Bio wastes separately

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- A Science, Arts and cultural exhibition OSTENDO 2014 was conducted
- Open course students are given live demonstration on small scale mushroom production and field cultivations.
- Practices on "SUNDAY FARMING" and "TERRACE FARMING",
- Department of statistics conducted a study is on dropout rate in the field of Higher Education using a sample consisting of students of colleges at Kannur District
- Department of Forestry & Wood technology organised a Nature camp at Chimmony Wild life Sanctuary Thrissure and at Peechi-vazhani Wild life Sanctuary. The department conducted a water bird count at Munderikkadavu and Kattampally wetlandof Kannur as part of National Wetland day

- Department of Commerce Conducted a national level inter collegiate Management fest XPUSO 14'

- Department of Arabic Doing Translation Works as a Consultancy

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

> For the construction of PG & Research block Foundation , Management decided to complete the first phase within a year . Construction of Class rooms for new PG Course and UG Course has been completed. Academic activities have been conducted according to the Academic calendar of the college. Coaching class for developing communication skill has been conducted. Social Out reach programmes were conducted by NSS ,NCC&,Farm Club

7.3 Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)*

> ➢ To promote Scientific temper and knowledge about various culture and history among the students, and local people from various parts of Kannur District a mega Science ,Arts and Cultural Exhibition 'OSTENDO 2014'was conducted
> ➢ To promote regional language , 'inauguration of Malayalam language weak' was held at the college under the Department of Cultural affairs, Government of Kerala and Department of Malayalam

*Provide the details in annexure (annexure need to be numbered as i, ii,iii)

7.4 Contribution to environmental awareness / protection

> ➢ Celebrated World Environment day by planting 1000 saplings in and around the campus
> ➢ Students participated State programme of World Environment day held at Kottayam
> ➢ The inmates of the college are very careful to keep the campus plastic free. Bio waste and Plastic wastes are separated and dump accordingly

7.5   Whether environmental audit was conducted?   Yes ☐   No ☑

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

The institution conducted an internal SWOT analysis and identified its strengths, weaknesses, opportunities and threats and is devising plans for future developments accordingly.

8. Plans of institution for next year

- ➢ First phase of PG cum Research block construction to be completed.
- ➢ Modernization of existing class rooms
- ➢ Indoor stadium and establishment of fitness centre
- ➢ Starting of new PG courses
- ➢ Starting of certificate courses
- ➢ Expansion of library, Wifi, LAN, INFLIBNET connectiv
- ➢ Energise the activities of all the clubs and forums in the college
- ➢ Adoption of nearby village Muyyam
- ➢ Expansion of water harvesting system

SAHEED V.K   Dr P.T ABDUL AZEEZ

_____   _____

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

Annexure I

ACADEMIC CALANDER 2014-15

ODD SEMESTER		
MONTH	DATE	No of working days
June	2-30	21
July	1-31	22
August	1-31	20
September	1-30	16
October	1-31	20
June 2014	Orientation programme of IQAC for teachers & Administrative staff	
July 2014	Orientation programme of IQAC for Students & Parents Meet	
8th October 2014	College union & Fine arts day Inaufration	
14th October 2014	VP Mahamood Haji memorial Lecture	
21th October 2014	Sir Syed Day	
First Internal examinations	Last week of July 2014	
September 6-15	Onam holidays	
Second Internal examinations	Last week of September 2014	
Modal examinations	Last week of October 2014	
University Examinations (Odd semester)	First week of November	
TOTAL WORKING DAYS	**99**	
EVEN SEMESTER		
MONTH	DATE	No of working days
November	1-30	19
December	1-31	17
January	1-31	21
February	1-28	20
March	1-31	22
18th December 2014	Annual Sports fest	
December 20-29	Christmas holidays	
6th February 2015	Endowment Distribution	
26th Mach 2015	College Day	
First internal examinations	Last week of January 2015	
Second Internal examinations	Last week of February	
Model examination	Third week of March	
University examinations	Last week of March	
TOTAL WORKING DAYS	**99**	

PROPOSED ACTIVITIES DURING 2014-15 (ACADEMIC EVENT CALANDER)

Month and Date	Event	Event/Topic/Activity
DEPARTMENT OF ARABIC		
09-07-2014	Quizz	Islamic Quizz Programme
20-07-2014	Counselling session	A way to the success
24-09-2014	Seminar	
18-12-2014	Observation of Language day	International Arabic Language Day
08-02-2015	Meeting	Arabic Alumni
DEPARTMENT OF BOTANY		
05 -07-2014	Celebration	*World Environment Day*
2nd Week August, 2014	Competition	IKABANA (Flower arrangement)
3rd Week September, 2014	One day Workshop	On Botanical Nomenclature
1 st week October, 2014	Celebration	Ozone day
2 nd week October 2014	Celebration	World Habitate Day
2 nd week January, 2015	Seminar	One day National seminar
In every Month	Work shop or seminar	Aimed at assisting students for elective paper
3rd Week March 2015	Seminar	Conservation of Water Resourses (World Water Day)

DEPARTMENT OF CHEMISTRY

Month and Date	Event	Event/Topic/Activity
June, 2014	Seminar	Computational Chemistry & Computational Biology
July,/ August2014	Talk	Science Communication in Chemical Science
September/October2014	Workshop	On radiation (Photochemistry)
November, 2014	Two day Workshop	On Polymers
January 2015	Quizz competition	At University Level
February 2015	Workshop	Instrumental method show casing various Industries

DEPARTMENT OF COMMERCE

Month and Date	Event	Event/Topic/Activity
2 nd Week of July, 2014	One Day Seminar	On contemporary topic
3rd Week of September 2014	*Vyaparotsav exhibition cum sale*	By ED Club of the Department
1st Week of December 2014	Business Quiz	Plus Two Level
1st Week of January, 2015	Endowment Distribution	N K Abdul Rahiman Memorial Lecture

DEPARTMENT OF ECONOMICS

Month and Date	Event	Event/Topic/Activity
2nd Week August-2014	Seminar	On Current Economic Issues
2nd Week December 2014	Seminar	Career prospects in Economics
1st week February 2015	Work shop	SPSS

DEPARTMENT OF ENGLISH

September/October, 2014	Seminar	
November/December,2014	Talk	
January, 2015	JAM	Just a Minute
February, 2015	Screening/ Competition	Of Film/ Poster designing

DEPARTMENT OF FORESTRY AND WOOD TECHNOLOGY

5th June, 2014	Celebrations	World Environment Day
1st Week of July, 2014	*Vanamahotsava* Celebrations	Weeklong Activities Related to Conservation of Forests
2nd Week of August 2014	Training Programme	For the students and researchers on advanced technology in plant taxonomy.
3rd Week of September, 2014	Training Camp	Butterfly Identification
1st Week of October 2014	Celebration	Wild life week
1st Week January, 2015	Annual Bird Count	At Munderikkadav & Katampally wetlands
2nd week January 2015	Seminar	National seminar
2nd February 2015	One day seminar	World Wetland Day
21st March 2015	Celebration	World Forestry Day

DEPARTMENT OF HINDI

In every month	Aiina	(First news paper)
	One day seminar	In Collaboration with Archaeological servay of India

DEPARTMENT OF HISTORY

July, 2014	*workshop*	Methodology of project preparation
August, 2014	Presentation	Gandhiji, the father of nation
September, 2014	Exhibition	On archival meterials
December,2014	Seminar	Gender issues and human right
February 2014	History fest	Use & relevance of History , a critical analysis

DEPARTMENT OF MALAYALAM

24th June	*Cultural event*	*Chakiarkooth*
13th August2014	*Talk*	*Natakavum Vishakalanavum*
23rd October 2014	*Mappilapattu*	*Avatharanavum Vishakalanavum*
19th January 2014	*Seeris of Talk*	*Novalistinoppam*

DEPARTMENT OF MATHEMATICS

13th July 2014	Seminar	Application ofMathematics on Graph theory
20th December 2014	Celebration	National Mathematics Day
15th January 2015	Quizz competition	Inter departmental level

DEPARTMENT OF PHYSICS

6th August 2014	Poster presentation competition	At Inter collegiate level
15th October 2014	Celebration	Physics day
6th January 2015	National Seminar	On Astrophysics

DEPARTMENT OF PHYSICAL EDUCATION

August2014	Teaching	Basics of swimming
September2014	Lecture	Aclass on Yoga for life
October 2014	Tournament	Kannur University B zone football chambionship
February 2015	Coaching Camp	Kannur University Interzone Tennis
March 2015	Seminar	UGC Sponserd National seminar

DEPARTMENT OF STATISTICS

June- July 2014	Servay	Study of students drop out in the higher education sector & related issues
July 2014	Workshop	Three day work shop on Software
September – October 2014	Training programme	Two day training on sampling techniques
November 2014	Competition	State level best project competition for students
December 2014	One day work shop	On SPSS
January- February 2015	Survey	Study on old age homes & related socio economic issues
January- February 2015	Focus on academic area	Academic support to tribal students of government high school Aralam

DEPARTMENT OF URDU

18-12-2014	One Day Seminar	On "Urdu Gazal"

DEPARTMENT OF ZOOLOGY

August2014	Inaugration	Website
October 2014	Launching	Department news letter
October, 2014	Celebrations	Wildlife
November 2014	Camp	Annual bird camp
December2014	Focus on health	Eye camp & treatment
December2014	Seminar	National level
December2014	Training	Geo informatics
December2014	Camp	Annual Butterfly camp

Annexure II

SIR SYED COLLEGE, TALIPARAMBA

STUDENT'S FEEDBACK ON CAMPUS EXPERIENCE 2014-2015

SI NO.	Statement	Average	Below Average	Good	Poor	Very Good	Very Poor
1	Colleges effort to promote NSS/NCC activities	15		55	6	121	
2	Colleges effort to promote arts and cultural activities	33		73	9	76	6
3	Colleges effort to promote sports and games	44		69	16	62	6
4	Computer facilities	24		69	2	102	
5	General Academic atmosphere of the college	22		67	6	98	4
6	How do you evaluate the internal assessment system of the college	43		65	13	67	9
7	How far the college office student friendly	29		69	9	86	4
8	Infra structure facilities of the college	36		87	10	60	4
9	Interfaculty interactions among students	33		78	5	78	3
10	Laboratory facilities in the college (If applicable)	25		46	9	113	4
11	Library facilities in the college	13		34	1	149	
12	Opinion about Campus discipline	53		80	11	43	10
13	Opinion about college union activities	31		60	14	86	6
14	Opinion about the tutorial system in the college	43		55	13	82	4
15	Service of Parent Teacher Association (including transport facilities)	36		65	8	88	
16	Service of the Career information and guidance centre	27		81	4	83	2
17	Service of the counseling centre	53		57	15	64	8
18	Service of the remedial coaching centre	48		64	13	66	6
19	Student teacher relationship	24		70	5	95	3

<u>**Total respondents : 197**</u>

- **<u>Interpretations:</u>**

- Analysis of the above feedback indicates 50 % of students feel the academic atmosphere of the college is very good, while 34% feel it is good .
- More than 76% of the students rate the Library facilities of the College is very good

  and more than 17% feel it good

- About 44% students give a rating of " very good "for the College office while 35 %

  feel it is student friendly

- 48% students rate student teacher relationship is very good while 35% feel good

  teacher student relationship in the college

- 57% Science students say the laboratory facility available in the College very good

  while 23% give rating 'Good' for the Laboratory facilities.

- 61% students feel the activities of NSS &NCC in the college is very good

- 21% of students gave very good rating for Campus discipline while 44% of them give a

  rating of good for the campus discipline 26% gave average rating

- A general analysis of the feed back show students gave a high percentage rating of

  "Good" in all the 19 questionnaire. The percentage rating of poor and very poor is

  negligible. The college has to improve in Campus discipline , activities of counselling

  centre, and its effort to promote sports and games

BEST PRACTICES OF THE INSTITUTION

- For promoting Scientific temper and knowledge about various tradition and culture among the people, IQAC Conducted a three day Science Cultural & Arts exhibition Ostendo 2014 in which all the students of our college took out their full potential to exhibit their knowledge , skill and expertise in Science, Arts and technological field . School students participated for the competition held at the college to exhibit Science working and Still models. In addition to Exhibition of all the Departments of our college, reputed institution and industries such as Medical College Pariyaram, KINFRA, Zoological Survey of India Kozhikode, MILMA, Snake Park Parassinikkadavu, showcased their activities , products and services. Robotics, Bird nest exhibition, exhibition of archaeological samples ,Exhibition of Arab Culture &tradition etc are also attracted the people .Students from various Colleges and schools and People from various parts of the district visited the college for the mega event. Prizes were distributed for the best two exhibits among departments based on the survey taken from the visitors.

- To promote regional language , inauguration of a week long celebration 'Malayalam language week' was held at the college under the Department of Cultural affairs, Government of Kerala and Department of Malayalam. Honourable Minister for Cultural Affairs Sri KC Joseph formally inaugurated the programme . Municipal Chairperson, Ward member and Chairman of Kerala State Folklore Academy were also presented in the programme. Folklore exhibitions and various Cultural programmes were conducted by folklore academy and the students of our college.

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

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