

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



ANNUAL QUALITY ASSURANCE REPORT 2015-16
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:

(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)

EC/55/RAR/077 March 27 2011

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	1 st Cycle	B+		2005	2010
2	2 nd Cycle	B	2.8	2011	26/03/2016
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

14/08/2005

1.8 AQAR for the year (for example 2010-11)

2015-16

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

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

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)

. NIL

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

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 Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

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

Non-Teaching Staff Students Alumni Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State

Institution Level *University Level

(ii) Themes

NAAC Reaccreditation
API Scores and Professional development
Office procedures
MS Office for administrative staff

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
<ul style="list-style-type: none"> • International Film Festival is to be conducted • Internet is provided to all students through WiFi connectivity • Construct a separate Gymnasium • Certificate courses in various subjects are to be conducted • Staff Orientation class to be conducted • Orientation Class for students and Parents • To activate the research committee • Research Journal to be published • Conduct seminars and workshops on important themes by all departments. • MoU to be signed with institutions 	<ul style="list-style-type: none"> • IFFSS (International Film Festival of Sir Syed college) conducted • wifi connectivity has been provided to students • A separate hall is constructed for Gymnasium • Certificate courses are being conducted in various subjects • Orientation class in API scores, NAAC reaccreditation for teaching staff and Orientation class in Office procedures and MS office for administrative staff also conducted • Orientation class for first year students conducted • Orientation class for parents is conducted • Research Advisory committee is set up • An interdisciplinary Research journal is published • Seminars and workshops were conducted by various departments • MoU is signed with Malabar Cancer care Centre Tallicherry

* 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	0	0	0	0
Advanced Diploma	0	0	0	0
Diploma	1	0	0	0
Certificate	3	0	0	0
Others	0	0	0	0
Total	24	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

(On all aspects) Employers Students

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.

NO

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
64	41	20	0	3

2.2 No. of permanent faculty with Ph.D.

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	-	-	-	-	-	-	-	7

2.4 No. of Guest and Visiting faculty and Temporary faculty

21	-0	6
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	4	23	12
Presented	3	16	10
Resource Persons	-	-	-

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

- An International Film Festival IFFSS is conducted
 - MoU was signed with Malabar Cancer care Centre Tellicherry
- Wifi facility of the campus is further boosted with introduction of Jio Net
- Teacher evaluation is done online and the teachers are informed about their performance
- The departments makes linkage with reputed HEIs for carrying out student's projects in order to boost their research orientation
- Department of Zoology celebrated National Moth week for the first time in Kerala to create awareness on moth conservation for students
- Zoology department released department news letter Papilio
- Department of History is conducting UGC foundation course on human rights
- Department of Statistics and Economics conducted Invited talks by the experts
- Specialized training was imparted to selected students through Additional Skill Acquisition Programme (ASAP)
- WWSP (Walks with Scholar Programme) and SSP (Scholar Support Programme) are implemented
- All departments are using internet facility to enable ICT enabled teaching in class rooms
- Students feedback on teaching , learning and evaluation and other facilities of the college are taken online and analysis are done
- Field collection of different plant species and study of habit and habitat by students itself.
- Department of Commerce conducting Annual budget analysis

- INCEPTION 2K16: The college ED Club conducted 'INCEPTION 2K16' inviting business ideas from UG & PG students. Selected ideas were sent to Kannur University incubation centre located at Palayad Campus
- Arrange field trips and industrial visits

2.7 Total No. of actual teaching days

180

during this academic year

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

NA

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development

32

-

-

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						PASS %
		A+	A	B+	B	C+	C	
BA ARABIC	32	0	1	8	11	3	1	75
BA FUNCTIONALENGLISH	39	0	0	4	11	9	5	74.36
BA HISTORY	40	0	0	1	17	10	2	75
BA ECONOMICS	33	0	0	31	11	6	4	72.33
B Com	52	0	0	16	12	11	7	88.46
BSc MATHEMATICS	26	1	1	7	5	4	1	73.08
BSc STATISTICS	19	0	0	6	5	1	0	63.16
BSc PHYSICS	31	0	4	12	6	6	0	90.32
BSc CHEMISTRY	28	1	4	12	8	1	0	92.86
BSc BOTANY	27	0	2	10	7	5	1	92.59
BSc ZOOLOGY	27	0	2	5	10	7	0	88.89
BSc FORESTRY & WOOD TECHNOLOGY	19	0	6	8	1	2	0	89.47
MSc PHYSICS	Result awaiting							
MSc CHEMISTRY	Result awaiting							
MSc BOTANY	Result awaiting							
MCom	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

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	6
UGC – Faculty Improvement Programme	3
HRD programmes	6
Orientation programmes	1
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	3
Summer / Winter schools, Workshops, etc.	27
Others	-

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	33	1	0	0
Technical Staff	1	0	0	0

Criterion – III

3. Research, Consultancy and Extension

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

<ul style="list-style-type: none"> • Research committee of the college meets periodically to discuss the current research trends and issues • Research advisory committee is constituted • 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 attend seminars and workshops • Proper help and support is given to teachers to avail themselves of faculty improvement programme • Annual presentation of research work of research associates Annual Review On Research Achievement (ARORA) conducted

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	3	-	-
Outlay in Rs. Lakhs	-	50.26 lakh	-	-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	1	-	-
Outlay in Rs. Lakhs	-	80,000/:	60,000/:	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	8	2	1
Non-Peer Review Journals	1	-	-
e-Journals	-	-	-
Conference proceedings	9	22	3

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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	-	-	-	-
Minor projects	-	UGC	80000/-	60000/-
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>	6months	KSCSTE	Rs7000/-	-

Any other(Specify)	21day Training Partner Scheme of ASAP	General&Higher Education Dept, Govt:of Kerala	3.58 Lakh	3.58 Lakh
Total			4.45 Lakh	4.18Lakh

3.7 No. of books published i) With ISBN No. 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

3.11 No. of conferences organized by the Institution

Level	Inter national	National	State	University	College
Number	-	6	6	3	26
Sponsori ng agencies		Dept of higher Education, Govt of Kerala,KSHEC	KSCSTE	KSCSTE	-

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

3.13 No. of collaborations International National 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 From Management of University/College

Total

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
5	-	-		5	-	-

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

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

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

JRF SRF Project Fellows Any other university fellowship

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level 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

NCC NSS Any other

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

- Blood donation camp was conducted and students and staff of the college donated blood to the Blood bank, Govt. District hospital, Kannur

- NSS Volunteers collected dress materials and were distributed to the inmates and mentally retarded people at Thirurakthashramam, Ashan kavala
- NSS volunteers done the river cleaning work and an awareness programme at Muiyyam village
- Sahapadikkoru veedu programme was initiated to build a home to a homeless BCom student of our college
- 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 undertaken energy conservation programme of energy management cell , Kerala and energy conservation programme is being conducted through Urjakiran programme inaugurated by Sri. James Mathew, MLA, Taliparamba
- College social service wing adopted Muiyyam Village and conducting various educational, and agricultural activities such as bio-farming are being conducted with active participation of people of Muiyyam Village
- With Financial assistance of agricultural department , a poison free vegetable cultivation is done at 30 cent paddy field of Muiyyam. In this venture, staff,students and the village people actively participated. The vegetables are sold in the campus itself and generated income
- Students of 7th standard of Muiyyam U.P School were brought to the college in two batches and gave demonstrations of laboratory experiments in Physics, Chemistry, Botany and Zoology with the help of students and teachers of the concerned departments

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

A Digital Talking Book library software ORCA is introduced for blind students
A Check in and Check out machine is set up to count the walk in in the library

Information portal

An online information portal has been designed by hyper linking open access journals in various subjects taught in this college. Access to various online Dictionaries (General and Bilingual), Encyclopedias, Digital repositories, E-theses, etc are provided in this portal. Links to important Indian universities and Educational Institutions are also provided.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	37723		873	160214/-	38596	-
Reference Books	1609		16	50225	1625	-
e-Books	-	-	-	-	-	-
Journals	-	-	110	118992	110	118992
e-Journals	-	-	6000+ (NLIST)	5000	6000+ (NLIST)	5000
Digital Database	-	-	-	-	-	-
CD & Video	131	-	40	-	171	-
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	90	2	YES	14	1	YES	14	-
Added	30	-	-	-	-	-	-	-
Total	120	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

72064/-

ii) Campus Infrastructure and facilities

5086424/-

iii) Equipments

201188/-

iv) Others

-

Total:

5359676/-

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 through the first orientation class at the beginning and through handbook

Support the students by informing modalities for getting financial assistance from government, Scholarships 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 as per 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

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1442	141	20	-

(b) No. of students outside the state

2

(c) No. of international students

0

Men

No	%
406	25.64

Women

No	%
1177	74.35

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
117	177	51	1216	24	1561	111	175	58	1239	26	1583

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. College has a separate forum Student Employability Enhancement Centre (SEEK) to create awareness among the students about various job opportunities, to assist the students to find placement in institutes of higher excellence and to enhance the students' employability skills.

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT
IAS/IPS etc State PSC 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. SEEK is another forum intended to create awareness among students about various job opportunities to enhance students' employability skills and to assist the students to find placement in institutes of higher excellence.

No. of students benefitted

300

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
1	30	9	-

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 confidence 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

118

National level

14

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

20

National level

-

International level

-

Cultural: State/ University level

57

National level

-

International level

-

5.10 Scholarships and Financial Support

	Number of students	Amount- Rs
Financial support from institution	64	215400
Financial support from government	892	5876273
Financial support from other sources	-	-
Number of students who received International/ National recognitions	0	0

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

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 process indirectly as and when the faculty members are elected to various Academic Bodies such as BOS, Academic Council etc

32 Teachers from our College are acting as members of Board of studies in Kannur University.
They are actively involved in the process of updating the syllabus .

6.3.2 Teaching and Learning

Preparing academic calendar.

Using ICT enabled advanced methods for teaching

Preparing semester plan and teaching plan

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.

Inter departmental Debate competition

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. . Most of the teachers are actively engaging research work . 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 year 873 books, 16 reference, 40 CDs 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 . Digital Talking Book library facility is introduced for the blind students.

A digital check in –Check out machine is introduced to register the number of walk-ins in the library

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 beginning 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 laboratories and Universities such as IISc Bangalore, IITM 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?

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

6.11 Activities and support from the Alumni Association

College Alumni organised a get-together for Alumni members in Police force
Alumni Associations Support poor students of the College by supporting them giving financial aid as scholarship and hostel charge
College Alumni organised career guidance and psychological counselling programme for final year UG students

6.12 Activities and support from the Parent – Teacher Association

The College PTA operates Bus service from various part of kannur district 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

Support staff were given a training workshop for office procedures and to update computer awareness they were given training in MS office and internet use

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.

- *International Film Festival of Sir Syed College (IFFS)*: The first edition of International Film Festival of Sir Syed College, a film extravaganza, was inaugurated by the legend, Sri Buddhadeb Das Gupta. The festival screened 36 classic International films in three specially designed theatres on the campus over three days.
- *Smart class rooms and Wi-Fi Campus*
- *Use of Campus Management Software*: Feedback of students and students attendance management through online: To streamline the process of taking feedback from students about the performance of teachers (Teachers evaluation) and Evaluation of the facilities in the College Campus are taken via online using campus management software. Student's attendance and monitoring are also done using TCS.
- *Digital Talking Book Library*: The Digital Talking Book library facility aids in bringing the visually challenged student to the ambit of E learning.
- *Student Parliament*: Principal convenes student parliament where students can voice their grievances directly to the Principal
- Department of Commerce Conducted Annual Central Budget analysis
- Department of Arabic and Botany doing consultancy services
- *Village adoption*: To reach out to the society the college has adopted the nearby village, Muyyam. The college provides assistance to the villagers in various socio economical cultural, educational and agricultural activities.
- *Organic farming*: Students and staff of the college cultivate vegetables on the field of Muyyam with the assistance of local people. The farming method adopted is bio farming using organic manures. This has instigated the village people to the concept of bio-farming and importance of avoiding chemical fertilizers and poisonous pesticides.

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

- International Film Festival IFFSS is conducted
- Internet is provided to all students through Wi-Fi connectivity
- Separate Gymnasium hall is constructed
- Certificate courses in various subjects are conducted
- Orientation class for teaching and administrative staff are conducted
- Orientation Class for students and Parents
- To activate the research committee, Research Advisory Committee is constituted
- A multi disciplinary Research Journal Sir Syed Journal of Functional Research is published
- Conducted seminars and workshops on important themes by all departments.
- MoU is signed with Malabar Cancer care Centre Talicherry

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

- *International Film Festival of Sir Syed College (IFFS)*: The first edition of International Film Festival of Sir Syed College, a film extravaganza, was inaugurated by the legend, Sri Buddhadeb Das Gupta. The festival screened 36 classic International films in three specially designed theatres on the campus over three days.
- *Village adoption*: To reach out to the society the college has adopted the nearby village, Muyyam. The college provides assistance to the villagers in various socio economical cultural, educational and agricultural activities.

**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 trees in and around the campus
- Students participated in mangroves conservation programme of KFRI
- Students involving in sacred grove conservation activities
- 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

- Second phase of PG cum Research block construction to be started.
- Facility of Research labs to be enhanced with modern equipments
- The construction of Indoor stadium to be completed
- Starting more certificate courses
- Expansion of library, Wifi, LAN, INFLIBNET connectivity
- Energise the activities of all the clubs and forums in the college



SAHEED V.K



Dr P.T ABDUL AZEEZ

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC



Annexure I

ACADEMIC CALANDER 2015-16

ODD SEMESTER		
MONTH	DATE	No of working days
June	1-30	22
July	1-31	23
August	1-31	14
September	1-30	20
October	1-31	19
June 2015	Orientation programme of IQAC for teachers & Administrative staff	
July 2015	Orientation programme of IQAC for Students & Parents Meet	
8 th October 2015	College union & Fine arts day Inauguration	
14 th October 2015	VP Mahamood Haji memorial Lecture	
21 th October 2015	Sir Syed Day	
First Internal examinations	Last week of July 2015	
August 21-sept 01	Onam holidays	
Second Internal examinations	Last week of September 2015	
Modal examinations	Last week of October 2015	
University Examinations (Odd semester)	First week of November	
TOTAL WORKING DAYS	98	
EVEN SEMESTER		
MONTH	DATE	No of working days
November	1-30	20
December	1-31	17
January	1-31	20
February	1-29	21
March	1-31	23
17 th December 2015	Annual Sports fest	
December 19-28	Christmas holidays	
4 th February 2016	Endowment Distribution	
24 th Mach 2016	College Day	
First internal examinations	Last week of January 2016	
Second Internal examinations	Last week of February 2016	
Model examination	Third week of March 2016	
University examinations	Last week of March 2016	
TOTAL WORKING DAYS	101	

Annexure II

SIR SYED COLLEGE, TALIPARAMBA							
STUDENT'S FEEDBACK ON CAMPUS EXPERIENCE 2015-2016							
SI NO.	Statement	Average	Below Average	Good	Poor	Very Good	Very Poor
1	Colleges effort to promote NSS/NCC activities	50		180	11	446	4
2	Colleges effort to promote arts and cultural activities	122		247	41	266	15
3	Colleges effort to promote sports and games	142		241	58	218	32
4	Computer facilities	78		227	16	369	1
5	General Academic atmosphere of the college	76		287	17	303	8
6	How do you evaluate the internal assessment system of the college	149		238	42	231	31
7	How far the college office student friendly	120		257	27	273	14
8	Infra structure facilities of the college	129		273	41	234	14
9	Interfaculty interactions among students	113		283	24	255	16
10	Laboratory facilities in the college (If applicable)	94		205	20	367	5
11	Library facilities in the college	36		136	1	517	1
12	Opinion about Campus discipline	178		308	38	141	26
13	Opinion about college union activities	113		207	41	304	26
14	Opinion about the tutorial system in the college	154		206	45	262	24
15	Service of Parent Teacher Association (including transport facilities)	114		243	34	291	9
16	Service of the Career information and guidance centre	124		240	30	278	19
17	Service of the counseling centre	173		210	64	209	35
18	Service of the remedial coaching centre	160		204	55	244	28
19	Student teacher relationship	129		260	23	262	17

AnnexureIII

BEST PRACTICES OF THE INSTITUTION

- **IFFS(International Film Festival of Sir Syed college) :** The first edition of the International film festival inaugurated by was inaugurated by renowned film maker Budhhadeb Dasgupta on 11th March2016 The three day festival begun by screening ‘Janala’ one of the famous film of Budhdeb Dasgupta.

National and Internationalfilm personalities like Premendra Mazumdar, Director Farook Abdul Rahman, Bash Mohammed, Film actors Ramesh Prabhakar and Nikhila Vimal became the part of the festival and interacted with audience in various sessions

This time, being a debut attempt, IFFS featured around 25 films under various categories. Giving a fitting tribute to Indian film Masters who contributed immensely to Indian cinema , three theaters at the venue are named as- Ray, Ghatak and Jhon.

Film like Megha Dhaka thara and Elizabeth Ekadeshi were shown in the contemporary Indian section . The Malayalam Cinema today section had five films including Kari, Velutha rathrikal Luka Chuppi, Kalyachan and Maru bhagam.

Under world cinema catagary Films like Mustang, Theeb, The search, Timbukthu , Leviathan,Mandela, Long walk to freedom etc are screened . In documentary category Babu Kambreths National award winning film Behind the mist and KR Manoj’s much acclaimed film a Pestering journey was screened

Over 500 deligates from Knnur, Kasargode and Wynade district were exposed to this three day Celluloid celebration.

- **Village adoption:** To reach out to the society the college has adopted the nearby village, Muyyam. The college provides assistance to the villagers in various socio economical cultural, educational and agricultural activities.

With the financial assistance of agricultural department, a poison-free vegetable cultivation is done at 30 cent paddy field of Muyyam. In this venture, all the staff, students and the village people actively participated. The vegetables are sold in the campus itself and generated an income

Students of 7th standard of Muyyam U.P.School were brought to the college in two batches and gave demonstrations of laboratory experiments in Physics, Chemistry , Botany and zoology with the help of students and teachers of the concerned departments

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
