



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

Part A	
Data of the Institution	
1.Name of the Institution	Sir Syed College, Taliparamba
• Name of the Head of the institution	Dr. Ismail Olayikkara
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04602203217
• Mobile no	9447196116
• Registered e-mail	sirsyedcollege1967@gmail.com
• Alternate e-mail	ismailsirsyed@gmail.com
• Address	Sir Syed College Karimbam (P.O), Taliparamba, Kannur-670142, Kerala
• City/Town	Taliparamba
• State/UT	Kerala
• Pin Code	670142
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Semi-Urban

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	KANNUR UNIVERSITY				
• Name of the IQAC Coordinator	Dr. TAJO ABRAHAM				
• Phone No.	04602205866				
• Alternate phone No.	8075610187				
• Mobile	9495922892				
• IQAC e-mail address	tajo@sirsyedcollege.ac.in				
• Alternate Email address	tajo.abraham@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)					
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://sirsyedcollege.ac.in/academics/college-handbook				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	70-75	2005	28/02/2005	27/02/2010
Cycle 2	B	2.85	2011	27/03/2011	26/03/2016
Cycle 3	A	3.13	2017	22/02/2017	21/02/2022
6.Date of Establishment of IQAC	14/08/2005				
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institutional 1	RUSA	Govt. of India	2019	20000000.00
Institutional 1	Special Fees Fund	College	2022	1235972.00
Institutional 1	PTA	College	2022	2750000.00

8. Whether composition of IQAC as per latest NAAC guidelines	Yes
<ul style="list-style-type: none"> Upload latest notification of formation of IQAC 	View File
9.No. of IQAC meetings held during the year	6
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
<ul style="list-style-type: none"> If yes, mention the amount 	

11. Significant contributions made by IQAC during the current year (maximum five bullets)
<p>Research: Encourage faculty members to engage in research activities by providing support for grant applications, research funding, and collaboration opportunities. Establish research centers focused on specific areas of study to promote interdisciplinary research.</p> <p>Governance: Develop and enforce policies and procedures to ensure transparency and accountability in governance practices. Establish mechanisms for feedback and grievance redressal to address concerns from students, faculty, and staff. Foster a culture of participatory decision-making through forums such as faculty meetings and student</p>

councils. **Green Initiatives:** Implement recycling programs for paper, plastic, and other materials across the campus. Encourage the use of renewable energy sources such as solar panels. Promote water conservation practices through the installation of water-saving fixtures and rainwater harvesting systems. Establish a campus-wide campaign to raise awareness about environmental issues and encourage sustainable practices. Incorporate green building standards in any new construction or renovation projects. **Infrastructure Development:** Conduct regular assessments of existing infrastructure to identify areas for improvement. Develop a long-term infrastructure development plan in consultation with stakeholders. Upgrade existing facilities such as classrooms, laboratories, libraries, and sports facilities to meet modern standards. Ensure accessibility and inclusivity in infrastructure by implementing facilities for differently-abled individuals. Establish a maintenance schedule to ensure the upkeep of infrastructure. **Proposal Preparation for Funding:** The internal quality assurance cell (IQAC) of a college plays a crucial role in raising funds by writing proposals through several means. Under the leadership of IQAC we submitted proposal for PM-USHA, BSI, etc.

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

Plan of Action	Achievements/Outcomes
Landscape designing and Campus beautification	IQAC collaborated with relevant stakeholders to develop strategic plans for campus beautification and landscape design. These plans can outline goals, objectives, and timelines for enhancing the campus environment. Actively engaged in landscape design and campus beautification initiatives and contributed to creating a more attractive, sustainable and conducive learning environment for all stakeholders within the educational institution.
Proposal Writing and Development	IQAC members collaborated with faculty, staff, and administrators to develop well-written proposals that clearly articulate the college's needs,

	objectives, and intended outcomes. This involves outlining the project scope, budget requirements, and expected deliverables.
Identifying Funding Opportunities	The IQAC can research and identify various funding opportunities available from government agencies, private organizations, or foundations that align with the college's goals and objectives.
IT Facility	Assess the current IT infrastructure and identify areas for enhancement. Provide training and support for faculty, staff, and students to effectively utilize IT resources. Upgrade software and hardware as needed to keep pace with technological advancements.
Library renovation and Open space for Intellectual Discourses (IDis)	These spaces are designed to facilitate both formal and informal discussions, enabling individuals to brainstorm ideas, seek feedback, and engage in interdisciplinary discourse. Whether through study groups, research seminars, or informal chats, open discussion spaces promote a culture of collaboration and knowledge sharing.
13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
College Council	23/04/2024

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022	23/05/2023

15. Multidisciplinary / interdisciplinary

In the heart of Kerala's educational landscape lies Sir Syed College, a beacon of innovation within the confines of Kannur University's regulations. Despite stringent guidelines prohibiting multidisciplinary courses, this institution has paved a unique path towards academic diversity. At Sir Syed College, tradition meets innovation as departments offer a curated selection of open courses, allowing students to tailor their academic journey to their passions. This distinctive approach transcends the boundaries of conventional education, empowering students to explore beyond the confines of their chosen discipline. Not content with merely offering a token nod to multidisciplinary, Sir Syed College has boldly embraced the concept in its complementary courses. From intertwining Mathematics with Economics to blending Chemistry with Forestry, the institution fosters a rich tapestry of knowledge that sets it apart from its peers. But the pinnacle of Sir Syed College's visionary endeavors lies in the inception of the Bachelor of Multi Media and Communication (BMMC) program. This interdisciplinary marvel, sanctioned by the Government of Kerala and Kannur University, transcends the traditional silos of education. Welcoming students from diverse backgrounds, be it science, commerce, or humanities, the BMMC curriculum promises an immersive journey through the realms of print, online, broadcast, and visual media. In a landscape where conformity often reigns supreme, Sir Syed College stands as a solitary champion of academic exploration. By daring to defy convention, it not only elevates its own stature but also paves the way for a new era of holistic education within Kannur University.

16. Academic bank of credits (ABC):

Kannur University has established a Credit Bank in line with the objectives outlined in the New Education Policy to enhance the flexibility, accessibility, and quality of higher education. Upon admission to affiliated colleges, all students are automatically registered with the university's Credit Bank. The university grants stakeholders a degree of autonomy to re-enroll in undergraduate (UG) and postgraduate (PG) courses at the beginning of semesters, provided they adhere to university regulations. Students are permitted to temporarily discontinue their studies for valid

reasons, with their previous academic achievements factored into the evaluation process upon resumption. Kannur University is actively undertaking initiatives to implement the NEP 2020, including the Academic Bank of Credit (ABC) framework.

17.Skill development:

The College's departments have organized a range of skill development add-on courses and certificate programs. Alongside these short-term courses, they've hosted workshops, seminars, and competitions geared towards skill enhancement. Embracing the ethos of the National Education Policy (NEP) 2020, there's a concerted focus on vocational training to foster holistic development and bolster employability in contemporary and industry-relevant roles.

A noteworthy collaboration is the memorandum of understanding (MoU) signed between the College and Rotary Club, Pazhangadi aimed at student training in stress management and hygiene. One of the defining features of the skill development courses offered by Sir Syed College is their accessibility—they are free and designed to be short in duration. These courses are learner-centric.

The various skill training programs provided by different departments cover a diverse range of areas, ensuring students are equipped with practical, industry-relevant skills essential for their personal and professional growth.

Entrepreneurship development programme - Dept. of Commerce

Brochure designing and Digital skill - Dept. of Commerce

Environmental Sustainability and Nursery Management - Dept. of Botany

Research Methodology workshop - Various departments

Language Proficiency workshop - Dept. of English

Academic coaching Workshop - Career guidance cell and Dept. of Zoology

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

Sir Syed College, Taliparamba, is dedicated to the propagation of our nation's illustrious heritage and traditional wisdom across

various domains such as conservation, arts, literature, agriculture, basic science, and technology. The institution is fervently committed to fostering a profound understanding and appreciation of our cultural legacy and advancing knowledge in these areas. Through its institutional practices, Sir Syed College, Taliparamba, diligently promotes the preservation and dissemination of our rich heritage, ensuring that it continues to inspire and enrich generations to come.

Kerala History and Culture: A museum and exhibition covering the history, culture, traditions, and customs of Kerala, including its ancient roots, colonial influences, and contemporary developments.

Malayalam Language and Literature: Offering courses in Malayalam language and literature to understand Kerala's rich literary tradition, including works by renowned authors such as Vaikom Muhammad Basheer, Thakazhi Sivasankara Pillai, and O. V. Vijayan. Periodical open stage discussion and recitation under the umbrella 'VYAZHA VATTOM'.

Kerala Folk Arts and Performing Arts: Exploring the vibrant folk arts and performing arts of Kerala, such as Mohiniyattam, Theyyam, etc. through performances.

Traditional Medicine and Ayurveda: Introducing students to the principles and practices of traditional Kerala medicine, including Ayurveda, Siddha, and traditional healing methods.

Cuisine and Culinary Arts of Kerala: Delving into the diverse culinary traditions of Kerala, including vegetarian and non-vegetarian dishes, regional specialties, and the significance of food in Kerala's culture and festivals.

Environmental Studies with a Kerala Focus: Studying Kerala's unique ecology, biodiversity, and environmental challenges, including topics such as the Western Ghats, and sustainable development in association with Kerala Biodiversity Board.

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

The Kannur University has implemented OBE based curriculum in UG as well as PG courses. Currently we are following OBE curriculum. The particular syllabii in each paper is having a course out come. Apart form syllabii the institute offers various out come based add on courses as well. The practical evaluations is based on OBE. Apart from the syllabii the institute offers various add on and skill

development course focusing on the over all development of students.

20.Distance education/online education:

Sir Syed College promotes blended mode of teaching both off line and online. Online is through MOODLE LMS platform and we promotes online courses like SWAYAM, COURSERA platforms.

The college has a contact class centre and exam centre for distance education programme of Kannur University.

In addition to our core academic offerings, our institution is dedicated to providing students with access to a wide range of supplementary programs and resources to enrich their educational experience. From specialized workshops and seminars, we strive to equip students with the practical skills and knowledge necessary to thrive in their chosen fields.

Extended Profile

1.Programme

1.1	23
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	2231
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	890
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	No File Uploaded

2.3	618
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	62
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	70
Number of sanctioned posts during the year	
File Description	Documents
Data Template	No File Uploaded
4.Institution	
4.1	62
Total number of Classrooms and Seminar halls	
4.2	90
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	160
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The academic coordination committee of Sir Syed College,

Taliparamba, leads in coordinating curricular activities, ensuring effective delivery through meticulous planning.

1. Academic Committee shapes the institution's vision, mission, and academic plans, covering curricular activities and the academic calendar. Through brainstorming sessions, it hones these objectives and arranges training to boost teachers' academic skills and scholarly involvement..
2. IQAC: It serves as the central governing body overseeing academic and curricular activities in the college. It coordinates across departments, evaluates academic programs and procedures by reviewing their documentation, ensuring quality standards are met.
3. Tutorial system: is pivotal in the college, acting as the primary communication link among teachers, students, and parents. It also assumes responsibility for identifying and resolving student issue
4. Bridge Course: To help the students' transition smoothly, bridge courses are designed at department levels. It serves as a preparatory program for the learners.
5. Remedial coaching is a personalized educational program designed to assist students in overcoming learning challenges in specific subjects.
6. Assessment systems: college's assessment system, along with feedback from stakeholders, cultivates a dynamic educational environment. This approach promotes meaningful learning outcomes and aligns with the curriculum's overall goals.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://sirsyedcollege.ac.in/academics/college-handbook

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

The institution adheres strictly to the academic calendar, which encompasses the scheduling of continuous internal evaluations. A dedicated committee composed of seven members has been tasked with the responsibility of formulating a comprehensive academic calendar

to guide both teachers and students in their educational endeavors. This committee has meticulously crafted an academic calendar handbook, delineating the curricular activities slated for each academic year and providing tentative dates for the administration of model examinations and other internal assessments.

For instance, on page 167 of the College Calendar, the tentative date for conducting model examinations for both undergraduate (UG) and postgraduate (PG) courses is delineated. Furthermore, pages 168 to 175 of the calendar document outline a total of 110 curricular and co-curricular activities slated to occur at the departmental level within the academic year of 2022-23. These activities encompass a diverse range of educational and extracurricular pursuits designed to enrich the academic experience and foster holistic development among students.

Overall, the institution's commitment to adhering to a meticulously planned academic calendar underscores its dedication to fostering an environment conducive to effective teaching and learning, thereby ensuring the holistic development of its student body

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://sirsyedcollege.ac.in/academics/college-handbook

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.

A. All of the above

Academic council/BoS of Affiliating University

Setting of question papers for UG/PG programs

Design and Development of Curriculum for Add on/ certificate/ Diploma Courses

Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

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

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

19

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

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

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

13

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

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

375

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

1.3 - Curriculum Enrichment

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

The institution seamlessly integrates crucial crosscutting themes such as Professional Ethics, Gender Equality, Human Values, Environmental Conservation, and Sustainability into its curriculum. Despite being affiliated with Kannur University, it adheres to the university's curriculum framework, which already encompasses topics such as the ethics of science and research, gender equality, and sustainable environmental development across various subjects. Additionally, the institution actively organizes awareness programs on gender equality, sustainable development, eco-conservation, and biodiversity through its departments. Special events like Yoga Day, Biodiversity Day, Conservation Day, and Forest Day are commemorated, alongside the establishment of various clubs like the Seed Club, Bhoomitra Sena, Biodiversity Club, and Nature Club, Value Education Club, Career guidance Cell, Gender Equality Cell, which oversee and implement related activities. Furthermore, the National Cadet Corps (NCC) and National Service Scheme (NSS) spearhead general awareness campaigns on issues such as anti-ragging, gender equality, conservation of resources and ethical values.

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

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

19

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

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

731

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students
Teachers
Employers
Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://sirsyedcollege.ac.in/iqac/sss
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded

1.4.2 - Feedback process of the Institution may **A. Feedback collected, analyzed**

be classified as follows

and action taken and feedback available on website

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://sirsyedcollege.ac.in/iqac/sss

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

763

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

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

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

299

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

Sir Syed College has a systematic method for analyzing the learning levels of students. Direct as well as indirect methods are used to identify the level of understanding of students. Direct methods of evaluation include homework, Internal examinations, quizzes,

assignments, seminars and group discussions and indirect methods are external examinations, student surveys, counseling, and mentoring programs. Based on the analysis, programs were organized separately for slow as well as advanced learners which include Scholar Support Programmes (SSP), Remedial Coaching, Mentoring, Personal Counseling, and Bridge Courses. Remedial coaching is given to those who have arrears in previous semesters and to those who try to improve their already published result. With the support of the Department of Higher Education, the Scholar Support Programme (SSP) was arranged for the weaker section of students as an additional measure to improve their study level. Bridge courses were given to the beginners of each program to make them well-acquainted with the subject. Advanced learners were given motivation and mentoring programs to maintain their level of performance. The question bank is available on the official website of the college which can be accessed by the students at any time. Study materials were posted in the form of reading materials, audio, and video forms in MOODLE- the Learning Management System of the college. The student satisfaction survey is conducted at the end of each year to identify the outcome of the classes and their level of understanding

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

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

Number of Students	Number of Teachers
1613	64

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

Sir Syed College has adopted distinctive learning methodology in the process. The college is engaging the students in hands-on experiences in classrooms, laboratories, and outside. We provide facilities for the students to apply the theories to practical

situations. It is a kind of experiential learning. As a method of participative learning students are given opportunities to actively participate in various sessions of the teaching-learning process. Teachers arrange Debates, Group Discussions, Quizzes, and seminar presentations within and outside the classrooms in which students get a chance to be a part of the program and acquire skills of communication, leadership, decision making, and understanding of new concepts. Assignments are given for each subject in each semester which equips the students to collect and analyze materials from different sources such as books, journals, websites, etc. Brainstorming sessions also form part of the learning process. Laboratories are there for practicing the practical sessions of different disciplines. Students are given a project, which they could complete either individually or jointly. It helps them to identify, analyze, evaluate and solve the problems.

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

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

Information and Communication Technology is now considered as an indispensable tool and Sir Syed College follows ICT as a part of the teaching and learning process. It helps in providing the resources and knowledge for students and enhances better learning outcomes. Whiteboards and smart boards are installed in classrooms. LCD projectors enable the teachers to explain and deliver the contents in attractive ways. The college has implemented Learning Management System (LMS) via 'Moodle' to make the learning process in blended mode both online and offline. The faculties deliver the classes with the support of ICT tools. The faculties also use other online platforms such as Google Classrooms and blogs as tools for imparting knowledge. With the support of these platforms study notes, video presentations, audio files and power point presentations and live sessions are delivered to students. The College has a unique method to collect all stakeholder's feedback online. Online feedback is collected periodically from students regarding their opinions and suggestions about the college, teachers and curriculum. At the end of the academic year, the students were given access to give their feedback and two kinds of feedback forms were given to them to evaluate the performance of their teachers and college.

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

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

2.3.3.1 - Number of mentors

59

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

2.4 - Teacher Profile and Quality

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

64

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

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

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

23

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The college has transparent and robust evaluation process in terms of frequency and mode. In order to ensure transparency in internal assessment, the system of internal assessment is timely communicated with the students. Students who are admitted for the concerned course are assessed continuously through various evaluation processes at college and University level. Continuous evaluation is made through Group Discussion, Unit Tests, Assignments Submission, Field Visit / Field Work and Seminar Presentation. Unit tests are conducted regularly as per the schedule given in academic calendar. The performance of the students is displayed on the Notice board and communicated to the students and parents. Personal guidance is given to the poor performing students after their assessment. Students in each semester are asked to deliver the seminars of the concerned subject. For transparent and robust internal assessment, the following mechanisms are conducted

- Internal Examination Committee.

- Question Paper Setting.
- Conduct of Examination
- Result display
- Interaction with students and parents regarding their internal assessment.

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

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

The college follows strictly the guidelines and rules issued by the affiliating university while conducting internals and semester-end examinations.

Redressal of Grievances Departmental Level:

The continuous evaluation of students is carried out by faculty regarding theory lectures, labs, assignments, unit tests. The teacher distributes evaluated answer scripts to students, and further clarifications or grievances are addressed by the teacher itself.

If any discrepancy like mistakes in question paper, mark allocation, correction is noticed by the students, the teacher concerned will resolve the discrepancy, and the necessary corrections will be made immediately. If a student is not satisfied with the marks awarded even after resolved by the teacher, then he may represent the same to the HoD concerned.

Parents are timely informed about their ward's performance through WhatsApp or Mail. Final Internal Assessment marks are displayed on the notice board and getting signature of students. The final Internal Assessment marks are entered in the University web portal and verify the same by H.O.D.

Redressal of Grievances College Level:

There is an examination committee under the Academic Committee. This

committee coordinates the internal examinations of the college. Students can approach this committee to resolve grievances related to the examination and internal marks.

Redressal of Grievances University Level: if the grievances related to the internal assessment are not resolved at the college level, the grievances can be filed at University.

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

2.6 - Student Performance and Learning Outcomes

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

- The programme outcomes of all the UG and PG courses offered by the college are displayed on the official website of the college .
- The programme outcomes are set by the university and are available for verification to teachers as well as students.
- The Programme Specific Outcome (PSO) of each subject is also communicated to students and the attainment of these outcomes is evaluated periodically by concerned departments, academic committee and IQAC of the institution.

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

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

The institution is periodically reviewing the academic achievements among students and the extent to which the course outcomes are fulfilled by analyzing all aspects of the learning experience. Result analysis is conducted by the academic committee in each semester and suggesting corrective actions for improving the performance of students. As a part of this special coaching, remedial classes, mentoring programmes and counseling sessions are

to be arranged. The department-level monitoring committee evaluates the subject-wise result and appreciation given to meritorious students. In addition, it also appraises the accomplishment of skills such as critical thinking, communication, effective citizenship and problem solving among students. The Internal Quality Assurance Cell (IQAC) assesses the academic conditions and attainment of programme-specific outcomes of UG and PG courses separately based on the output set by the University.

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

2.6.3 - Pass percentage of Students during the year

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

471

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

[Nil](#)

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects /

endowments in the institution during the year (INR in Lakhs)

0

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**3.1.2.1 - Number of teachers recognized as research guides**

16

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

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

0

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

3.2 - Innovation Ecosystem**3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer**

of knowledge

Sir Syed College has fostered an ecosystem for innovation and knowledge creation:

1. **Cultivating Collaborative Partnerships:** Sir Syed College actively collaborates with industry partners, research institutions, and government agencies to facilitate knowledge exchange and collaborative research projects. These partnerships provide students and faculty with valuable opportunities to engage in real-world problem-solving and innovation.

2. **Entrepreneurial Support:** Recognizing the importance of entrepreneurship in driving innovation, the college offers support and resources for students and faculty interested in pursuing entrepreneurial ventures. This includes mentorship programs, access to funding opportunities, and entrepreneurship-focused workshops and events.

3. **Incubation Center:** The college houses an incubation center dedicated to nurturing startups and innovative projects. This space provides budding entrepreneurs with infrastructure, mentorship, and networking opportunities to turn their ideas into viable businesses.

4. **Community Engagement:** The college actively engages with the local community to address pressing societal challenges through research and innovation. This includes outreach programs, community-driven research projects, and partnerships with non-profit organizations to create meaningful change.

5. **Continuous Improvement:** Sir Syed College is committed to continuous improvement and innovation in its own practices and processes. Through regular assessment, feedback mechanisms, and strategic planning, the college ensures that its ecosystem for innovation remains dynamic, responsive, and aligned with evolving needs and opportunities.

By nurturing a vibrant ecosystem for innovation and knowledge creation, Sir Syed College empowers its students and faculty to make meaningful contributions to society, driving positive change and advancing human knowledge and understanding.

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

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

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

1

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

3.3 - Research Publications and Awards

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

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

1

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

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

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

7

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

4

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	No File Uploaded

3.4 - Extension Activities

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

1. One Day Workshop on Food Adultration

2. International Seminar on Marvelous Mangrooves

3. Nature Camp

Detailed reports of all the activitites are attached herewith

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

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

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

0

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

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

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

18

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

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

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

32

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	No File Uploaded

3.5 - Collaboration

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

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

0

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

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

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

6

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college offers 14 undergraduate, 5 postgraduate, and 4 Ph.D. programs across 17 departments with 67 spacious and well-equipped classrooms. Each department is modernized with projectors and high-speed internet access. The campus is divided into four blocks:

Southern, Eastern, Western, and Northern. The Western block houses the administrative office, principal's cabin, management room, IQAC room, language and science departments, student support room, and labs. The Southern block includes the forestry lab, instrumentation room, physics department, and seminar hall. The Eastern block hosts the central library, science, and commerce departments. The Northern block features the newly constructed PG and research block. Additional facilities include a 2500-seat auditorium, indoor stadium, multi-gym, canteen, multimedia lab, and RUSA-funded audiovisual theatre. There is also a student center, large playground with a pavilion, and ample parking. The library is well-stocked with various books, reports, e-books, and e-journals, along with a DST-FIST e-learning center. The campus is landscaped with a botanical garden named 'Hortus Sir Syedicus' and a newly constructed bio space. Waste management is efficiently handled by dedicated cleaning staff and regular activities by the NSS, NCC, and Bhoomithra Sena Club.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sirsyedcollege.ac.in/

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

Engaging in sports, particularly in university representation, fosters a positive spirit and can lead to career success, university recognition, and income opportunities. The campus features a multi-station gym, reflecting its commitment to promoting sports and extracurricular activities. The indoor stadium provides infrastructure and instructional facilities for indoor and outdoor games, promoting students' all-round development. Outdoor amenities include a 200-meter track, basketball, volleyball, handball, and throwball courts. The institute has appointed full-time sports personnel to guide and train students in various sports. A 6000 square meter playground accommodates football and cricket, making it one of the largest in Taliparamba. The student center, funded by the PTA, supports extracurricular activities and youth festival practices. The college's infrastructure includes a 2300-seat auditorium for various activities and three seminar halls with digital aids for seminars and cultural programs.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sirsyedcollege.ac.in/campus/facilities/auditorium

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

16

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sirsyedcollege.ac.in/lms
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

2,17,86, 195

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

4.2 - Library as a Learning Resource

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

The general library boasts a collection of 403,479 books and

subscribes to 110 journals and 6,000 e-journals. Additionally, it has access to 31,35,000 e-journals through Inflibnet. The entire collection has been barcoded and fully automated using software. With a spacious area of 7200 square feet, the library can accommodate up to 300 students simultaneously.

The library's digital database is well-organized with the Book Magic library management system. It is also under CCTV surveillance, ensuring the security of its resources. The college has successfully integrated ICT-based teaching and learning processes, with an e-learning center established at the library equipped with an adequate number of computers and WiFi internet facilities.

Recently, RUSA funds have been utilized for renovating the infrastructure, adding more space for postgraduate students and research scholars. The library has been modernized and digitalized to support all students. Special sections and facilities are also planned for differently-abled students, enhancing their accessibility to the library's resources.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://sirsyedcollege.ac.in/central-library/aboutus

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources B. Any 3 of the above

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

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

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

221420

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

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

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

500

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The College IT Policy mandates that all computer purchases by individual departments/projects ensure the installation of licensed software, including the operating system, antivirus software, and necessary applications. To comply with anti-piracy laws, the policy strictly prohibits the installation of pirated or unauthorized software on college-owned computers and those connected to the college campus network.

Regular updates and OS maintenance are required to be performed at least once a month. The college promotes the use of open-source software like Linux and encourages the user community to utilize such software wherever possible.

The Communication & Information Services (College IT Centre) is responsible for the ongoing maintenance and support of the network. Any issues within the college network should be reported to the IT centre. In response to the COVID-19 pandemic, the college has implemented an effective and efficient MOODLE Learning Management System (LMS), with financial support from the college management and

PTA. All departments have uploaded online class materials such as video lectures, study materials, and previous question papers onto the LMS. To enhance the LMS, each department is equipped with high-speed internet connections, and each unit has separate login IDs. All staff and students have been provided with institutional email IDs, which are used for logging into the LMS.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sirsyedcollege.ac.in/#Facilities

4.3.2 - Number of Computers

160

File Description	Documents
Upload any additional information	View File
List of Computers	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution B. 30 - 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

2845390

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

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

The library facilities undergo regular maintenance, including book binding for damaged books to prevent further deterioration, stock verification for effective monitoring and control, and pest control measures.

The IT infrastructure is managed by the head, technical staff, and IT wing convener, along with department coordinators. With the financial support of the PTA, regular maintenance is conducted to ensure the smooth functioning of the IT facilities.

Classrooms and the conference hall are maintained for cleanliness and infrastructure integrity, with dedicated cleaning staff assigned to each wing to regularly clean these spaces, including the ICT classrooms.

Laboratories maintain login records for equipment and have a separate stock register under the custody of the department head. Lab attenders receive training and regularly maintain laboratory equipment. Instruments purchased under FIST (DST) are installed at the Centralized Instrumentation Facilities (SIF) and are regularly maintained with financial support from the college management and CDMEA.

Other support systems, such as housekeeping for cleanliness of corridors, washrooms, classrooms, laboratories, and premises, are handled by the cleaning staff. Washrooms are sanitized regularly. Power backup facilities, like generators, are maintained by the Internal Electrical Maintenance Department. Water coolers are regularly cleaned and maintained, with the quality of drinking water checked for pH and hardness. Sports facilities are also maintained by the sports committee.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://sirsyedcollege.ac.in/departments/botany/research

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

1876

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

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

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

173

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

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

A. All of the above

File Description	Documents
Link to Institutional website	https://sirsyedcollege.ac.in/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

673

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

673

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

5.1.5 - The Institution has a transparent mechanism for timely redressal of student

A. All of the above

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

231

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

231

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

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

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

18

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

5.3 - Student Participation and Activities

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

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

60

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

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

ADMINISTRATIVE BODIES

- Students Union - 27student
- IQAC - 2 student
- DQAC - 2 student
- NSS - National Service Scheme -2 student
- NCC - National Cadet Corps -2 student
- RUSA - 1 student representative
- Ladies hostel monitoring committee - 2 Student
- Mens hostel monitoring committee - 2 student
- College co operative store - 2 student .
- LASS -Ladies Association Sir Syed College - 2 student
- Permanent Cell to combat sexual harrassment -2 student
- Research scholars forum -2 student
- Permanent Cell to combat sexual harrassment -2 student
- Website committee -2 student representatives
- Librarary administrative committee -2 student
- Canteen supervising committee - 2 student
- Documentation committe -2 student

CO - CURRICULAR ACTIVITIES

Film club -2 student conveners

- Media club -2 student conveners
- Biodiversity club -2 students
- Debate and Quiz club - 2 students
- Language club - 2 students
- Anti drug club -2 students
- Folklore club -2 students

- Tourism club -2 students
- value education -2 students
- Forestry -2 students
- Entrepreneurship club-2 students
- Hindi club -2 students
- Mathrubhumi Seed -2 students
- Love green club -2 student conveners
- Clean the campus forum -2 student
- Green auditing and monitoring committee -2 student
- Publication Division -2 student
- Arts and cultural forum -2 student
- Sports forum -2 students

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

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

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

36

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	View File

5.4 - Alumni Engagement

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

The alumni association of Sir Syed College has been instrumental in fostering a strong connection between the college and its graduates.

Through a range of initiatives and activities, they have significantly contributed to the development and welfare of both current students and alumni. The regular lecture series and seminars organized by the association provide invaluable opportunities for students across different disciplines to gain insights from distinguished alumni and industry experts. These events not only enhance the academic experience but also facilitate networking and career development. The provision of scholarships to top-performing students underscores the association's commitment to academic excellence and the support of deserving individuals. By recognizing and rewarding achievement, they motivate students to strive for excellence while alleviating financial burdens. The alumni association's efforts in providing financial aid to underprivileged students demonstrate their dedication to inclusivity and social responsibility. By extending support to those in need, they ensure that all students have equal opportunities to pursue their education and fulfill their potential. The association's involvement in enhancing the activities of NSS, NCC, and various clubs within the college promotes holistic development and encourages students to engage in extracurricular pursuits.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs) B. 4 Lakhs - 5Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The vision of the college is to uplift the underprivileged through education, social integration, and economic empowerment in North Malabar. Their mission includes fostering excellence in education, research, and holistic development while preparing students for societal contribution. Objectives focus on inspiring research,

nurturing creativity and critical thinking, promoting value-based learning, and instilling social responsibility.

The college's initiatives include environmental clubs like Bhoomithra Sena, Mathrubhumi Seed Club, Forestry Club, Love Green Club, and Biodiversity Club, aiming to raise environmental awareness and conservation efforts. They offer numerous cells and committees like IEDC, Placement Cell, Coaching Centre for NET/SET, Career Guidance, Research and Development Cell, and more to enhance employability and entrepreneurial skills.

Efforts to empower marginalized groups include reservation policies, scholarships, coaching centres, remedial classes, aid funds, and endowments. Training programs like TRACE and coaching for competitive exams support students from economically challenged backgrounds. Additionally, the college emphasizes personality development, value education, and social responsibility through courses and clubs like NSS and NCC. These initiatives collectively strive to create responsible, skilled, and socially aware individuals ready to face life's challenges.

File Description	Documents
Paste link for additional information	https://sirsyedcollege.ac.in/
Upload any additional information	View File

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

The college demonstrates effective leadership through decentralized governance and participative management practices across various institutional structures:

Governing Body CDMEA: Oversees all college activities.

Staff Council: Advises on academic and administrative matters.

IQAC (Internal Quality Assurance Cell): Ensures quality enhancement in academic and administrative areas.

Student Union: Represents student interests and activities.

Department Level Quality Assurance Committee (DQAC): Coordinates departmental activities.

PTA (Parent Teachers Association): Involves parents and teachers in decision-making.

Tutorial System: Facilitates close teacher-student interaction.

Academic Committee: Formulates academic policies and evaluates performance.

Departments: Empowered to shape policies and activities within their domain.

Coordinators: Assigned to various organizations for efficient management.

Committees: Address specific issues like attendance, discipline, and documentation.

Clubs: Provide learning and development opportunities for students.

Hostel Committee: Manages resident student requirements.

Library Committee: Ensures access to necessary resources.

Internal Complaints Committee: Safeguards against harassment.

Financial Committees: Handle financial matters effectively.

Campus Beautification Committee: Enhances campus surroundings.

Environmental Clubs: Promote environmental awareness and conservation.

These structures reflect a robust framework for inclusive decision-making and stakeholder engagement, fostering a conducive learning and developmental environment within the college.

File Description	Documents
Paste link for additional information	https://sirsyedcollege.ac.in/#0
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college emphasizes dynamic curriculum development focused on learner engagement and clear learning objectives. It offers a range of courses including Core, Complementary, Open, Elective, Certificate, and PhD programs, all aligned with syllabi accessible online. Admissions are transparently managed through an Online Single Window System based on merit, with special provisions for specific groups like SC, ST, OBC, Sports, PH and those from Lakshadweep.

Industry interactions are promoted through MoUs, corporate visits, entrepreneurial meets, and exchange programs, enriching students' practical exposure. The college boasts robust infrastructure including a well-equipped library, ICT facilities like a Learning Management System (LMS) and Wi-Fi campus, facilitating online learning and administrative efficiency through software like TOTAL CAMPUS SOLUTION (TCS). Physical amenities include a fully automated campus, digital classrooms, and a focus on ICT-enabled teaching practices.

Teaching and learning methods emphasize interactive approaches, peer learning, and academic support mechanisms like remedial classes and counselling. Evaluation is based on Continuous Evaluation, aligning with Choice Based Credit and Semester Systems. Research initiatives are encouraged through dedicated cells and forums, promoting research activities among faculty and students across various disciplines.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://sirsyedcollege.ac.in/#0
Upload any additional information	No File Uploaded

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

The institutional bodies within the college operate effectively and efficiently, showcasing adherence to policies, administrative setups, appointment procedures, and service rules. Let's delve into some specific aspects:

Staff Appointment: The college follows the guidelines set by UGC, the Department of Higher Education Kerala, and Kannur University for

appointing staff members. A panel of members comprising Government Nominees, Subject Experts, University Representatives, and Management Representatives conducts interviews to assess eligible candidates. This rigorous process ensures that appointments are made based on merit and qualifications. Similarly, appointments for office attendants and non-teaching staff also comply with government regulations.

Teaching Staff Recruitment: Vacancies in teaching positions are filled annually through a systematic process. Guest lecturers are recruited based on their performance in interviews conducted by experts within the institution. This ensures that the teaching staff maintains high standards of competence and expertise.

Functioning of Institutional Bodies: Various institutional bodies such as the Governing Body, College Council, Student Union, Staff Association, Parent Teachers Association (PTA), NSS, NCC, Clubs, Committees, Admission Committee, Disciplinary Committee, and Anti-Ragging Cell operate in alignment with established policies and guidelines. These bodies play crucial roles in decision-making, policy formulation, student welfare, and maintaining discipline and harmony within the institution.

Overall, the college's commitment to following prescribed rules and procedures in staff appointments and the functioning of institutional bodies reflects its dedication to transparency, fairness, and efficiency in administrative processes.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	No File Uploaded

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

Sir Syed College implements robust welfare measures for its teaching and non-teaching staff, ensuring their well-being and support:

College Employees Cooperative Society: This registered society offers financial services like fixed deposits and loans up to Rs. 3,00,000 to members, including teaching and non-teaching staff. It also manages a recurring deposit scheme called Kalpaka.

Teachers and non-teaching staff Organizations: Staff members are encouraged to join state-level organizations, fostering professional connections and support.

Staff Associations: Separate associations for teaching and non-teaching staff, each with elected committees, address staff-related issues and administer welfare programs.

LASS (Ladies Association of Sir Syed): Focused on improving the social and mental well-being of female students and staff, LASS ensures gender justice and addresses women-specific concerns.

Government Welfare Measures: Staff benefit from government schemes like state life insurance, group insurance, provident fund schemes, and service benefits such as maternity leave.

Additional Facilities: The college provides amenities like canteen, cooperative store, parking, restrooms, advance salary for needy staff, and hostel accommodations, enhancing staff comfort and convenience.

These initiatives collectively reflect the college's commitment to

creating a supportive and inclusive environment for all staff members, addressing their diverse needs and ensuring their welfare.

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

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

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

6

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

2

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

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

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

11

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

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

Institutions Performance Appraisal System for teaching and non-teaching staff Our institution follows a comprehensive performance appraisal system for both teaching and non-teaching staff. Here are the key activities conducted annually: Self-Appraisal Form: Each staff member is required to submit a self-appraisal form in the prescribed format. This form includes details such as completed

courses, seminars attended, publications, authored books, special achievements, and awards. The Internal Quality Assurance Cell (IQAC) of the college oversees the preparation and collection of these self-appraisal forms. **Feedback System:** We have established a systematic feedback system where the IQAC gathers feedback on teachers' performance from their students. This feedback is collected online through our TCS software, ensuring efficiency and accuracy in data collection. **Result Analysis:** The Academic Committee of the college conducts a thorough analysis of academic results of UG and PG degree university examinations. This analysis provides a detailed insight into student performance in university examinations on a subject-by-subject basis. It helps teachers understand their students' performance better and informs instructional

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

6.4 - Financial Management and Resource Mobilization

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

Institution conducts internal and external financial audits regularly. For purposes of auditing all financial rules, regulations and guidelines of the government are strictly followed. The auditing is done through the office, Internal Audits and local audits deployed by Government of Kerala. The college is in compliance with all subsequent amendments to the rules. In order to ensure utmost transparency in matters of transactions, all payments are made through online banking and through public finance management system (PFMS). Following measure were taken to ensure utmost transparency

- Follows internal check system
- Proper vouching
- Payments through accounts
- Daily closing system
- Receipts and payments through online

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

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

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

18175222

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

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

The Cannonnore District Muslim Educational Association (CDMEA) was established in 1964 to focus on educational development among minority communities, particularly Muslims in the Malabar Region. Its management committee, led by prominent figures like Adv. Jb. V. Khalid and Jb. N.N. Ahmad Haji, oversees its operations and initiatives.

Several endowments have been set up to support meritorious but financially needy students:

Dr. T P Balakrishnan Memorial Endowment

CP Ayisha and C P Safiya Memorial Endowment

A K Kaderkutty Memorial Endowment

P K Kunji Pathumma Memorial Endowment

Valiya Thanal Mariyumma Memorial Endowment

Prof. N K Abdul Rahiman Memorial Endowment

These endowments, totalling Rs. 25,25,000 in deposits, are instrumental in providing financial aid to deserving students.

The college's Parent Teachers Association (PTA) is robust, adhering to government guidelines and collecting donations during admission. Additionally, collaborations with various government bodies, such as the Higher Education Council and District Industries Centre, along with philanthropic initiatives and support from bodies like RUSA, contribute significantly to the college's educational and developmental endeavours.

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

6.5 - Internal Quality Assurance System

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

Yes, IQAC of the college has contributed significantly for institutionalizing the quality assurance strategies and processes. Few significant items were listed below

EXIGO

It is an initiation by the IQAC to support the community by providing all course details offered by the college through online. It mainly aims the plus two qualified seeking admission for degree courses.

IDis

IDis - Intellectual discourse, is a platform created under IQAC to support various departments to organise workshops and seminars on different topics. It provides financial support to the departments for organising seminars. It is a management supported platform.

Performance Appraisal System

IQAC conducts performance appraisal of all teaching staff of the college. Self appraisal form, students feedback etc are used to

appraise the performance of staff.

Documentation

IQAC of the college acts as an office for recording and documenting all the activities organised by various departments and clubs.

Placement Promotion of teaching staff

IQAC supports and insists to complete placement promotion activities of all teachers.

File Description	Documents
Paste link for additional information	https://sirsyedcollege.ac.in/iqac/quality-initiatives
Upload any additional information	No File Uploaded

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

College regularly reviews its teaching learning process through IQAC and various committees formed under IQAC.

Important measures used to review teaching learning includes

1. Model examination.
2. Unit tests
3. Assignment / Seminar / Viva voce examination
4. Attendance
5. University result analysis by the academic committee
6. Student's survey / Students' feedback

To improve the performance following schemes were adopted

1. Remedial coaching
2. Scholar Support Program
3. Walk with scholar
4. Crash course for English and mathematics subjects for slow learners
5. Study material
6. Question Bank

File Description	Documents
Paste link for additional information	https://sirsyedcollege.ac.in/questionbank
Upload any additional information	No File Uploaded

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

B. Any 3 of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Sir Syed College hosts the Ladies Association of Sir Syed (LASS), a pivotal organization aimed at enhancing the experiences and advancing the interests of female students. LASS provides a nurturing community that supports and uplifts women on campus.

To inspire and guide female students, LASS frequently hosts interactive sessions with accomplished women from diverse professions. These engagements offer students a chance to gain valuable insights and foster mentorship connections, empowering them to confidently chase their dreams.

Additionally, LASS organizes motivational classes aimed at personal and professional growth. These classes are designed to boost self-confidence, encourage goal-setting, help navigate life's obstacles, and cultivate leadership qualities among the women participants.

The celebration of International Women's Day is a highlight at the college, underscoring the achievements and contributions of women globally. The day is marked with various activities that promote gender equality, raise awareness of issues affecting women, and advocate for women's rights.

The campus also features a ladies' hostel, which is integral to the college's commitment to gender equality. This facility does more than provide housing—it is a safe space that plays a crucial role in empowering female students.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

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

B. Any 3 of the above

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

7.1.3 - Describe the facilities in the Institution for the management of the following types of

degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The college is officially a "Plastic Free Zone," with rigorous adherence to eco-friendly practices by both students and staff. Disposable utensils are no longer allowed at campus events and functions, reinforcing our commitment to sustainability. To reduce paper use, students are encouraged to submit their assignments electronically.

All solid waste generated on campus is collected monthly by the Haritakarma Sena for recycling purposes. Additionally, organic waste from the college's canteen, hostel mess, and kitchen facilities is processed into renewable energy through bio-gas plants.

Furthermore, the upkeep and cleanliness of the campus and its adjacent areas are continuously maintained by NCC cadets and NSS volunteers as part of the ongoing Swachta Pakwada initiative, demonstrating a steadfast dedication to environmental responsibility throughout the year.

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

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

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for **A. Any 4 or All of the above**

greening the campus are as follows:

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

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

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

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

C. Any 2 of the above

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities

B. Any 3 of the above

(Divyangjan) accessible website, screen-reading software, mechanized equipment 5.
 Provision for enquiry and information :
 Human assistance, reader, scribe, soft copies of reading material, screen reading

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

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

The college actively fosters an inclusive environment that celebrates and supports a wide range of diversities including cultural, regional, linguistic, communal, and socioeconomic differences. This commitment is demonstrated through the celebration of various significant cultural and religious days such as Eid, Christmas, and Onam, reflecting the institution's dedication to honoring the beliefs and traditions of its diverse student body.

Additionally, the college's efforts to promote inclusivity extend beyond cultural recognition. It provides financial assistance programs designed to ensure that students from all socioeconomic backgrounds can access educational opportunities without financial strain. These initiatives are crucial in leveling the playing field and promoting social equity within the academic community.

The institution also hosts a variety of events that contribute to a vibrant campus life and facilitate cross-cultural understanding. Food festivals, exhibitions, and cultural fests allow students to engage with and appreciate the richness of diverse cultures through immersive experiences. These events serve as platforms for students to showcase their heritage, cuisine, arts, and crafts, fostering a deeper appreciation and mutual respect among the student community.

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

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

The institution is committed to sensitizing students and employees to their constitutional obligations, encompassing the core values, rights, duties, and responsibilities of citizens. This educational focus is integrated into various aspects of campus life to deepen the community's understanding and appreciation of their roles within a democratic society.

Celebrations of significant national days play a pivotal role in this educational endeavor. Independence Day, Republic Day, Unity Day, and Gandhi Jayanti are marked with special programs and activities that highlight the importance of these occasions in fostering national pride and civic responsibility. These events serve as powerful reminders of the country's historical struggles and achievements, as well as the values enshrined in the Constitution.

Further embedding these principles, the college ensures that every student receives a handbook at the beginning of their academic journey, which includes the Constitution's Preamble. This inclusion not only educates them about their constitutional rights and duties but also inspires them to live up to the ideals of justice, liberty, equality, and fraternity.

Additionally, the Preamble is prominently displayed in each department, acting as a constant visual reminder of these foundational values. This strategic placement encourages ongoing reflection and discussion among students and staff, reinforcing the constitutional principles that guide their daily actions and decisions. Through these comprehensive efforts, the institution plays a crucial role in shaping informed, responsible citizens.

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

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. **B. Any 3 of the above**

Annual awareness programmes on Code of Conduct are organized

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

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

- International Yoga Day
- World Environment Day
- Independence Day
- Gandhi Jayanthi
- Martyr's Day

- Armed Forces Flag Day
- World Wet Land Day
- Ozone Day
- Christmas
- Onam
- Eid
- Republic Day
- World Biodiversity Day
- World Forestry Day
- Science Day
- Unity Day
- Women's Day
- NCC & NSS Day

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

7.2 - Best Practices

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

I - EK BHARAT SHRESHTHA BHARAT CAMP (EBSB)

The Sir Syed College proudly hosted the EBSB camp from 24th December 2022 to 2nd January 2023, fostering cultural exchange and national

integration among NCC cadets. This enriching event saw participation from 600 cadets, including 150 from the MP & CG Directorate and 450 from the K & L Directorate. The camp served as a vibrant platform for cadets to engage in diverse cultural interactions and collaborative activities, strengthening unity and understanding across different Indian states. Following its success, plans are underway to continue this initiative with another camp in the 2023-24 session.

II -Higher Secondary School Teacher Transformation Programme (HSSTTP)

A best practice adopted by the college is the HSSTTP, a vital initiative for educational enrichment. In collaboration with the Directorate of General Education, the college hosted its second 10-day refresher course in biology, aimed at updating and enhancing the pedagogical skills of high secondary teachers. This program not only helps in keeping the curriculum delivery dynamic and engaging but also ensures that teachers stay at the forefront of recent developments in biological sciences. The continued commitment to this program underscores the college's dedication to educational excellence and teacher development.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

Sir Syed College operates under the inspiring motto "Rabh Zidi ilma," which translates to "O my Lord, advance me in knowledge." The institution is dedicated to elevating the educational, social, and economic conditions of the underprivileged communities in North Malabar. The college aims to foster a society that can contribute to national integration by providing accessible, high-quality education. It seeks to align itself with leading institutions in higher education through a commitment to excellence in education and research, thus preparing young minds to be knowledgeable, skilled, and sensitive.

In pursuit of this vision, Sir Syed College focuses on nurturing the next generation to:

- Embrace environmental awareness and promote sustainable development as they serve the nation.
- Achieve professional success and leadership, equipped with innovative ideas and the drive to effect positive change.
- Prepare economically disadvantaged students to successfully tackle competitive examinations.
- Equip individuals with the skills to handle life's challenges effectively.

To support these goals, the college offers robust programs through the NSS, NCC, and various major clubs and forums. These platforms are instrumental in instilling a sense of patriotism, unity, and social responsibility among students, enhancing their personal and communal growth.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The academic coordination committee of Sir Syed College, Taliparamba, leads in coordinating curricular activities, ensuring effective delivery through meticulous planning.

1. Academic Committee shapes the institution's vision, mission, and academic plans, covering curricular activities and the academic calendar. Through brainstorming sessions, it hones these objectives and arranges training to boost teachers' academic skills and scholarly involvement..

2. IQAC: It serves as the central governing body overseeing academic and curricular activities in the college. It coordinates across departments, evaluates academic programs and procedures by reviewing their documentation, ensuring quality standards are met.

3. Tutorial system: is pivotal in the college, acting as the primary communication link among teachers, students, and parents. It also assumes responsibility for identifying and resolving student issue

4. Bridge Course: To help the students' transition smoothly, bridge courses are designed at department levels. It serves as a preparatory program for the learners.

5. Remedial coaching is a personalized educational program designed to assist students in overcoming learning challenges in specific subjects.

6. Assessment systems: college's assessment system, along with feedback from stakeholders, cultivates a dynamic educational environment. This approach promotes meaningful learning outcomes and aligns with the curriculum's overall goals.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://sirsyedcollege.ac.in/academics/college-handbook

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

The institution adheres strictly to the academic calendar, which encompasses the scheduling of continuous internal evaluations. A dedicated committee composed of seven members has been tasked with the responsibility of formulating a comprehensive academic calendar to guide both teachers and students in their educational endeavors. This committee has meticulously crafted an academic calendar handbook, delineating the curricular activities slated for each academic year and providing tentative dates for the administration of model examinations and other internal assessments.

For instance, on page 167 of the College Calendar, the tentative date for conducting model examinations for both undergraduate (UG) and postgraduate (PG) courses is delineated. Furthermore, pages 168 to 175 of the calendar document outline a total of 110 curricular and co-curricular activities slated to occur at the departmental level within the academic year of 2022-23. These activities encompass a diverse range of educational and extracurricular pursuits designed to enrich the academic experience and foster holistic development among students.

Overall, the institution's commitment to adhering to a meticulously planned academic calendar underscores its dedication to fostering an environment conducive to effective teaching and learning, thereby ensuring the holistic development of its student body

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://sirsyedcollege.ac.in/academics/college-handbook

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

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

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

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

19

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

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

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

13

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

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

375

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

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

The institution seamlessly integrates crucial crosscutting themes such as Professional Ethics, Gender Equality, Human Values, Environmental Conservation, and Sustainability into its curriculum. Despite being affiliated with Kannur University, it adheres to the university's curriculum framework, which already encompasses topics such as the ethics of science and research, gender equality, and sustainable environmental development across various subjects. Additionally, the institution actively organizes awareness programs on gender equality, sustainable development, eco-conservation, and biodiversity through its departments. Special events like Yoga Day, Biodiversity Day, Conservation Day, and Forest Day are commemorated, alongside the establishment of various clubs like the Seed Club, Bhoomitra Sena, Biodiversity Club, and Nature Club, Value Education Club, Career guidance Cell, Gender Equality Cell, which oversee and implement related activities. Furthermore, the National Cadet

Corps (NCC) and National Service Scheme (NSS) spearhead general awareness campaigns on issues such as anti-ragging, gender equality, conservation of resources and ethical values.

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

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

19

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

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

731

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

1.4 - Feedback System	
1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above
File Description	Documents
URL for stakeholder feedback report	https://sirsyedcollege.ac.in/iqac/sss
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded
1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://sirsyedcollege.ac.in/iqac/sss
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of students admitted during the year	
763	
File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)	

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

299

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

Sir Syed College has a systematic method for analyzing the learning levels of students. Direct as well as indirect methods are used to identify the level of understanding of students. Direct methods of evaluation include homework, Internal examinations, quizzes, assignments, seminars and group discussions and indirect methods are external examinations, student surveys, counseling, and mentoring programs. Based on the analysis, programs were organized separately for slow as well as advanced learners which include Scholar Support Programmes (SSP), Remedial Coaching, Mentoring, Personal Counseling, and Bridge Courses. Remedial coaching is given to those who have arrears in previous semesters and to those who try to improve their already published result. With the support of the Department of Higher Education, the Scholar Support Programme (SSP) was arranged for the weaker section of students as an additional measure to improve their study level. Bridge courses were given to the beginners of each program to make them well-acquainted with the subject. Advanced learners were given motivation and mentoring programs to maintain their level of performance. The question bank is available on the official website of the college which can be accessed by the students at any time. Study materials were posted in the form of reading materials, audio, and video forms in MOODLE- the Learning Management System of the college. The student satisfaction survey is conducted at the end of each year to identify the outcome of the classes and their level of understanding

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

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

Number of Students	Number of Teachers
1613	64

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

Sir Syed College has adopted distinctive learning methodology in the process. The college is engaging the students in hands-on experiences in classrooms, laboratories, and outside. We provide facilities for the students to apply the theories to practical situations. It is a kind of experiential learning. As a method of participative learning students are given opportunities to actively participate in various sessions of the teaching-learning process. Teachers arrange Debates, Group Discussions, Quizzes, and seminar presentations within and outside the classrooms in which students get a chance to be a part of the program and acquire skills of communication, leadership, decision making, and understanding of new concepts. Assignments are given for each subject in each semester which equips the students to collect and analyze materials from different sources such as books, journals, websites, etc. Brainstorming sessions also form part of the learning process. Laboratories are there for practicing the practical sessions of different disciplines. Students are given a project, which they could complete either individually or jointly. It helps them to identify, analyze, evaluate and solve the problems.

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

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

Information and Communication Technology is now considered as an

indispensable tool and Sir Syed College follows ICT as a part of the teaching and learning process. It helps in providing the resources and knowledge for students and enhances better learning outcomes. Whiteboards and smart boards are installed in classrooms. LCD projectors enable the teachers to explain and deliver the contents in attractive ways. The college has implemented Learning Management System (LMS) via 'Moodle' to make the learning process in blended mode both online and offline. The faculties deliver the classes with the support of ICT tools. The faculties also use other online platforms such as Google Classrooms and blogs as tools for imparting knowledge. With the support of these platforms study notes, video presentations, audio files and power point presentations and live sessions are delivered to students. The College has a unique method to collect all stakeholder's feedback online. Online feedback is collected periodically from students regarding their opinions and suggestions about the college, teachers and curriculum. At the end of the academic year, the students were given access to give their feedback and two kinds of feedback forms were given to them to evaluate the performance of their teachers and college.

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

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

2.3.3.1 - Number of mentors

59

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

2.4 - Teacher Profile and Quality

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

64

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

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

23

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**2.4.3.1 - Total experience of full-time teachers**

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The college has transparent and robust evaluation process in terms of frequency and mode. In order to ensure transparency in internal assessment, the system of internal assessment is timely communicated with the students. Students who are admitted for the concerned course are assessed continuously through various evaluation processes at college and University level. Continuous evaluation is made through Group Discussion, Unit Tests, Assignments Submission, Field Visit / Field Work and Seminar Presentation. Unit tests are conducted regularly as per the schedule given in academic calendar. The performance of the students is displayed on the Notice board and communicated to the students and parents. Personal guidance is given to the poor performing students after their assessment. Students in each semester are asked to deliver the seminars of the concerned subject. For transparent and robust internal assessment, the following mechanisms are conducted

- Internal Examination Committee.
- Question Paper Setting.
- Conduct of Examination
- Result display
- Interaction with students and parents regarding their internal assessment.

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

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

The college follows strictly the guidelines and rules issued by the affiliating university while conducting internals and semester-end examinations.

Redressal of Grievances Departmental Level:

The continuous evaluation of students is carried out by faculty regarding theory lectures, labs, assignments, unit tests. The teacher distributes evaluated answer scripts to students, and further clarifications or grievances are addressed by the teacher himself.

If any discrepancy like mistakes in question paper, mark allocation, correction is noticed by the students, the teacher concerned will resolve the discrepancy, and the necessary corrections will be made immediately. If a student is not satisfied with the marks awarded even after resolved by the teacher, then he may represent the same to the HoD concerned.

Parents are timely informed about their ward's performance through WhatsApp or Mail. Final Internal Assessment marks are displayed on the notice board and getting signature of students. The final Internal Assessment marks are entered in the University web portal and verify the same by H.O.D.

Redressal of Grievances College Level:

There is an examination committee under the Academic Committee. This committee coordinates the internal examinations of the college. Students can approach this committee to resolve grievances related to the examination and internal marks.

Redressal of Grievances University Level: if the grievances related to the internal assessment are not resolved at the college level, the grievances can be filed at University.

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

2.6 - Student Performance and Learning Outcomes

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

- The programme outcomes of all the UG and PG courses offered by the college are displayed on the official website of the college .
- The programme outcomes are set by the university and are available for verification to teachers as well as students.

- The Programme Specific Outcome (PSO) of each subject is also communicated to students and the attainment of these outcomes is evaluated periodically by concerned departments, academic committee and IQAC of the institution.

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

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

The institution is periodically reviewing the academic achievements among students and the extent to which the course outcomes are fulfilled by analyzing all aspects of the learning experience. Result analysis is conducted by the academic committee in each semester and suggesting corrective actions for improving the performance of students. As a part of this special coaching, remedial classes, mentoring programmes and counseling sessions are to be arranged. The department-level monitoring committee evaluates the subject-wise result and appreciation given to meritorious students. In addition, it also appraises the accomplishment of skills such as critical thinking, communication, effective citizenship and problem solving among students. The Internal Quality Assurance Cell (IQAC) assesses the academic conditions and attainment of programme-specific outcomes of UG and PG courses separately based on the output set by the University.

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

2.6.3 - Pass percentage of Students during the year

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

471

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

[Nil](#)

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

3.1.2.1 - Number of teachers recognized as research guides

16

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

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

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

0

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

3.2 - Innovation Ecosystem

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

Sir Syed College has fostered an ecosystem for innovation and knowledge creation:

1. Cultivating Collaborative Partnerships: Sir Syed College actively collaborates with industry partners, research institutions, and government agencies to facilitate knowledge exchange and collaborative research projects. These partnerships provide students and faculty with valuable opportunities to engage in real-world problem-solving and innovation.

2. Entrepreneurial Support: Recognizing the importance of entrepreneurship in driving innovation, the college offers support and resources for students and faculty interested in pursuing entrepreneurial ventures. This includes mentorship programs, access to funding opportunities, and entrepreneurship-focused workshops and events.

3. Incubation Center: The college houses an incubation center dedicated to nurturing startups and innovative projects. This space provides budding entrepreneurs with infrastructure, mentorship, and networking opportunities to turn their ideas into viable businesses.

4. Community Engagement: The college actively engages with the local community to address pressing societal challenges through research and innovation. This includes outreach programs, community-driven research projects, and partnerships with non-profit organizations to create meaningful change.

5. Continuous Improvement: Sir Syed College is committed to continuous improvement and innovation in its own practices and processes. Through regular assessment, feedback mechanisms, and strategic planning, the college ensures that its ecosystem for innovation remains dynamic, responsive, and aligned with evolving needs and opportunities.

By nurturing a vibrant ecosystem for innovation and knowledge creation, Sir Syed College empowers its students and faculty to make meaningful contributions to society, driving positive change and advancing human knowledge and understanding.

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

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

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

1

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

3.3 - Research Publications and Awards	
3.3.1 - Number of Ph.Ds registered per eligible teacher during the year	
3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year	
1	
File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded
3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year	
3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year	
7	
File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File
3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year	
3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year	
4	
File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	No File Uploaded

3.4 - Extension Activities

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

1. One Day Workshop on Food Adultration**2. International Seminar on Marvelous Mangrooves****3. Nature Camp**

Detailed reports of all the activitites are attached herewith

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

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

0

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

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year**3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

18

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

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

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

32

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	No File Uploaded

3.5 - Collaboration

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

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

0

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

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate

houses etc. during the year

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

6

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college offers 14 undergraduate, 5 postgraduate, and 4 Ph.D. programs across 17 departments with 67 spacious and well-equipped classrooms. Each department is modernized with projectors and high-speed internet access. The campus is divided into four blocks: Southern, Eastern, Western, and Northern. The Western block houses the administrative office, principal's cabin, management room, IQAC room, language and science departments, student support room, and labs. The Southern block includes the forestry lab, instrumentation room, physics department, and seminar hall. The Eastern block hosts the central library, science, and commerce departments. The Northern block features the newly constructed PG and research block. Additional facilities include a 2500-seat auditorium, indoor stadium, multi-gym, canteen, multimedia lab, and RUSA-funded audiovisual theatre. There is also a student center, large playground with a pavilion, and ample parking. The library is well-stocked with various books, reports, e-books, and e-journals, along with a DST-FIST e-learning center. The campus is landscaped with a botanical garden named 'Hortus Sir Syedicus' and a newly constructed bio space. Waste management is efficiently handled by dedicated cleaning staff and regular activities by the NSS, NCC, and Bhoomithra Sena Club.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sirsyedcollege.ac.in/

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

Engaging in sports, particularly in university representation, fosters a positive spirit and can lead to career success, university recognition, and income opportunities. The campus features a multi-station gym, reflecting its commitment to promoting sports and extracurricular activities. The indoor stadium provides infrastructure and instructional facilities for indoor and outdoor games, promoting students' all-round development. Outdoor amenities include a 200-meter track, basketball, volleyball, handball, and throwball courts. The institute has appointed full-time sports personnel to guide and train students in various sports. A 6000 square meter playground accommodates football and cricket, making it one of the largest in Taliparamba. The student center, funded by the PTA, supports extracurricular activities and youth festival practices. The college's infrastructure includes a 2300-seat auditorium for various activities and three seminar halls with digital aids for seminars and cultural programs.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sirsyedcollege.ac.in/campus/facilities/auditorium

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

16

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sirsyedcollege.ac.in/lms
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

2,17,86, 195

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

4.2 - Library as a Learning Resource

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

The general library boasts a collection of 403,479 books and subscribes to 110 journals and 6,000 e-journals. Additionally, it has access to 31,35,000 e-journals through Inflibnet. The entire collection has been barcoded and fully automated using software. With a spacious area of 7200 square feet, the library can accommodate up to 300 students simultaneously.

The library's digital database is well-organized with the Book Magic library management system. It is also under CCTV surveillance, ensuring the security of its resources. The college has successfully integrated ICT-based teaching and learning processes, with an e-learning center established at the library equipped with an adequate number of computers and WiFi internet facilities.

Recently, RUSA funds have been utilized for renovating the infrastructure, adding more space for postgraduate students and research scholars. The library has been modernized and digitalized to support all students. Special sections and facilities are also planned for differently-abled students, enhancing their accessibility to the library's resources.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://sirsyedcollege.ac.in/central-library/aboutus

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

B. Any 3 of the above

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

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

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

221420

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

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

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

500

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The College IT Policy mandates that all computer purchases by individual departments/projects ensure the installation of licensed software, including the operating system, antivirus software, and necessary applications. To comply with anti-piracy laws, the policy strictly prohibits the installation of pirated or unauthorized software on college-owned computers and those connected to the college campus network.

Regular updates and OS maintenance are required to be performed at least once a month. The college promotes the use of open-source software like Linux and encourages the user community to utilize such software wherever possible.

The Communication & Information Services (College IT Centre) is responsible for the ongoing maintenance and support of the network. Any issues within the college network should be reported to the IT centre. In response to the COVID-19 pandemic, the college has implemented an effective and efficient MOODLE Learning Management System (LMS), with financial support from the college management and PTA. All departments have uploaded online class materials such as video lectures, study materials, and previous question papers onto the LMS. To enhance the LMS, each department is equipped with high-speed internet connections, and each unit has separate login IDs. All staff and students have been provided with institutional email IDs, which are used for logging into the LMS.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sirsyedcollege.ac.in/#Facilities

4.3.2 - Number of Computers

160

File Description	Documents
Upload any additional information	View File
List of Computers	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

B. 30 - 50MBPS

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

4.4 - Maintenance of Campus Infrastructure**4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)**

2845390

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

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

The library facilities undergo regular maintenance, including book binding for damaged books to prevent further deterioration, stock verification for effective monitoring and control, and pest control measures.

The IT infrastructure is managed by the head, technical staff, and IT wing convener, along with department coordinators. With the financial support of the PTA, regular maintenance is conducted to ensure the smooth functioning of the IT facilities.

Classrooms and the conference hall are maintained for cleanliness and infrastructure integrity, with dedicated cleaning staff assigned to each wing to regularly clean these spaces, including the ICT classrooms.

Laboratories maintain login records for equipment and have a separate stock register under the custody of the department head. Lab attenders receive training and regularly maintain laboratory equipment. Instruments purchased under FIST (DST) are installed at the Centralized Instrumentation Facilities (SIF) and are regularly maintained with financial support from the college management and CDMEA.

Other support systems, such as housekeeping for cleanliness of corridors, washrooms, classrooms, laboratories, and premises, are handled by the cleaning staff. Washrooms are sanitized regularly. Power backup facilities, like generators, are maintained by the Internal Electrical Maintenance Department. Water coolers are regularly cleaned and maintained, with the quality of drinking water checked for pH and hardness. Sports facilities are also maintained by the sports committee.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://sirsyedcollege.ac.in/departments/botany/research

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support**5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year****5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year**

1876

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

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

173

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

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

A. All of the above

File Description	Documents
Link to Institutional website	https://sirsyedcollege.ac.in/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

673

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

673

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

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

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

231

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

231

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

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

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

18

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

5.3 - Student Participation and Activities

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

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

60

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

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

ADMINISTRATIVE BODIES

- **Students Union - 27student**

- IQAC - 2 student
- DQAC - 2 student
- NSS - National Service Scheme -2 student
- NCC - National Cadet Corps -2 student
- RUSA - 1 student representative
- Ladies hostel monitoring committee - 2 Student
- Mens hostel monitoring committee - 2 student
- College co operative store - 2 student .
- LASS -Ladies Association Sir Syed College - 2 student
- Permanent Cell to combat sexual harrassment -2 student
- Research scholars forum -2 student
- Permanent Cell to combat sexual harrassment -2 student
- Website committee -2 student representatives
- Librarary administrative committee -2 student
- Canteen supervising committee - 2 student
- Documentation committe -2 student

CO - CURRICULAR ACTIVITIES

Film club -2 student conveners

- Media club -2 student conveners
- Biodiversity club -2 students
- Debate and Quiz club - 2 students
- Language club - 2 students
- Anti drug club -2 students
- Folklore club -2 students
- Tourism club -2 students
- value education -2 students
- Forestry -2 students
- Entrepreneurship club-2 students
- Hindi club -2 students
- Mathrubhumi Seed -2 students
- Love green club -2 student conveners
- Clean the campus forum -2 student
- Green auditing and monitoring committee -2 student
- Publication Division -2 student
- Arts and cultural forum -2 student
- Sports forum -2 students

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

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

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

36

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

The alumni association of Sir Syed College has been instrumental in fostering a strong connection between the college and its graduates. Through a range of initiatives and activities, they have significantly contributed to the development and welfare of both current students and alumni. The regular lecture series and seminars organized by the association provide invaluable opportunities for students across different disciplines to gain insights from distinguished alumni and industry experts. These events not only enhance the academic experience but also facilitate networking and career development. The provision of scholarships to top-performing students underscores the association's commitment to academic excellence and the support of deserving individuals. By recognizing and rewarding achievement, they motivate students to strive for excellence while alleviating financial burdens. The alumni association's efforts in providing financial aid to underprivileged students demonstrate their dedication to inclusivity and social responsibility. By extending support to those in need, they ensure that all students have equal opportunities to pursue their education and fulfill their potential. The association's involvement in enhancing the activities of NSS, NCC, and various

clubs within the college promotes holistic development and encourages students to engage in extracurricular pursuits.

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

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

B. 4 Lakhs - 5Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The vision of the college is to uplift the underprivileged through education, social integration, and economic empowerment in North Malabar. Their mission includes fostering excellence in education, research, and holistic development while preparing students for societal contribution. Objectives focus on inspiring research, nurturing creativity and critical thinking, promoting value-based learning, and instilling social responsibility.

The college's initiatives include environmental clubs like Bhoomithra Sena, Mathrubhumi Seed Club, Forestry Club, Love Green Club, and Biodiversity Club, aiming to raise environmental awareness and conservation efforts. They offer numerous cells and committees like IEDC, Placement Cell, Coaching Centre for NET/SET, Career Guidance, Research and Development Cell, and more to enhance employability and entrepreneurial skills.

Efforts to empower marginalized groups include reservation policies, scholarships, coaching centres, remedial classes, aid funds, and endowments. Training programs like TRACE and coaching for competitive exams support students from economically challenged backgrounds. Additionally, the college emphasizes personality development, value education, and social responsibility through courses and clubs like NSS and NCC. These

initiatives collectively strive to create responsible, skilled, and socially aware individuals ready to face life's challenges.

File Description	Documents
Paste link for additional information	https://sirsyedcollege.ac.in/
Upload any additional information	View File

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

The college demonstrates effective leadership through decentralized governance and participative management practices across various institutional structures:

Governing Body CDMEA: Oversees all college activities.

Staff Council: Advises on academic and administrative matters.

IQAC (Internal Quality Assurance Cell): Ensures quality enhancement in academic and administrative areas.

Student Union: Represents student interests and activities.

Department Level Quality Assurance Committee (DQAC): Coordinates departmental activities.

PTA (Parent Teachers Association): Involves parents and teachers in decision-making.

Tutorial System: Facilitates close teacher-student interaction.

Academic Committee: Formulates academic policies and evaluates performance.

Departments: Empowered to shape policies and activities within their domain.

Coordinators: Assigned to various organizations for efficient management.

Committees: Address specific issues like attendance, discipline, and documentation.

Clubs: Provide learning and development opportunities for students.

Hostel Committee: Manages resident student requirements.

Library Committee: Ensures access to necessary resources.

Internal Complaints Committee: Safeguards against harassment.

Financial Committees: Handle financial matters effectively.

Campus Beautification Committee: Enhances campus surroundings.

Environmental Clubs: Promote environmental awareness and conservation.

These structures reflect a robust framework for inclusive decision-making and stakeholder engagement, fostering a conducive learning and developmental environment within the college.

File Description	Documents
Paste link for additional information	https://sirsyedcollege.ac.in/#0
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college emphasizes dynamic curriculum development focused on learner engagement and clear learning objectives. It offers a range of courses including Core, Complementary, Open, Elective, Certificate, and PhD programs, all aligned with syllabi accessible online. Admissions are transparently managed through an Online Single Window System based on merit, with special provisions for specific groups like SC, ST, OBC, Sports, PH and those from Lakshadweep.

Industry interactions are promoted through MoUs, corporate visits, entrepreneurial meets, and exchange programs, enriching students' practical exposure. The college boasts robust infrastructure including a well-equipped library, ICT facilities like a Learning Management System (LMS) and Wi-Fi campus, facilitating online learning and administrative efficiency through software like TOTAL CAMPUS SOLUTION (TCS). Physical

amenities include a fully automated campus, digital classrooms, and a focus on ICT-enabled teaching practices.

Teaching and learning methods emphasize interactive approaches, peer learning, and academic support mechanisms like remedial classes and counselling. Evaluation is based on Continuous Evaluation, aligning with Choice Based Credit and Semester Systems. Research initiatives are encouraged through dedicated cells and forums, promoting research activities among faculty and students across various disciplines.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://sirsyedcollege.ac.in/#0
Upload any additional information	No File Uploaded

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

The institutional bodies within the college operate effectively and efficiently, showcasing adherence to policies, administrative setups, appointment procedures, and service rules. Let's delve into some specific aspects:

Staff Appointment: The college follows the guidelines set by UGC, the Department of Higher Education Kerala, and Kannur University for appointing staff members. A panel of members comprising Government Nominees, Subject Experts, University Representatives, and Management Representatives conducts interviews to assess eligible candidates. This rigorous process ensures that appointments are made based on merit and qualifications. Similarly, appointments for office attendants and non-teaching staff also comply with government regulations.

Teaching Staff Recruitment: Vacancies in teaching positions are filled annually through a systematic process. Guest lecturers are recruited based on their performance in interviews conducted by experts within the institution. This ensures that the teaching staff maintains high standards of competence and expertise.

Functioning of Institutional Bodies: Various institutional bodies such as the Governing Body, College Council, Student Union, Staff

Association, Parent Teachers Association (PTA), NSS, NCC, Clubs, Committees, Admission Committee, Disciplinary Committee, and Anti-Ragging Cell operate in alignment with established policies and guidelines. These bodies play crucial roles in decision-making, policy formulation, student welfare, and maintaining discipline and harmony within the institution.

Overall, the college's commitment to following prescribed rules and procedures in staff appointments and the functioning of institutional bodies reflects its dedication to transparency, fairness, and efficiency in administrative processes.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	No File Uploaded

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

Sir Syed College implements robust welfare measures for its teaching and non-teaching staff, ensuring their well-being and support:

College Employees Cooperative Society: This registered society offers financial services like fixed deposits and loans up to Rs. 3,00,000 to members, including teaching and non-teaching staff. It also manages a recurring deposit scheme called Kalpaka.

Teachers and non-teaching staff Organizations: Staff members are encouraged to join state-level organizations, fostering professional connections and support.

Staff Associations: Separate associations for teaching and non-teaching staff, each with elected committees, address staff-related issues and administer welfare programs.

LASS (Ladies Association of Sir Syed): Focused on improving the social and mental well-being of female students and staff, LASS ensures gender justice and addresses women-specific concerns.

Government Welfare Measures: Staff benefit from government schemes like state life insurance, group insurance, provident fund schemes, and service benefits such as maternity leave.

Additional Facilities: The college provides amenities like canteen, cooperative store, parking, restrooms, advance salary for needy staff, and hostel accommodations, enhancing staff comfort and convenience.

These initiatives collectively reflect the college's commitment to creating a supportive and inclusive environment for all staff members, addressing their diverse needs and ensuring their welfare.

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

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

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

6

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

2

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

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

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

11

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

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

Institutions Performance Appraisal System for teaching and non-teaching staff Our institution follows a comprehensive performance appraisal system for both teaching and non-teaching staff. Here are the key activities conducted annually: Self-Appraisal Form: Each staff member is required to submit a self-appraisal form in the prescribed format. This form includes details such as completed courses, seminars attended, publications, authored books, special achievements, and awards. The Internal Quality Assurance Cell (IQAC) of the college oversees the preparation and collection of these self-appraisal forms. Feedback System: We have established a systematic feedback system where the IQAC gathers feedback on teachers' performance from their students. This feedback is collected online through our TCS software, ensuring efficiency and accuracy in data collection. Result Analysis: The Academic Committee of the college conducts a thorough analysis of academic results of UG and PG degree university examinations. This analysis provides a detailed insight into student performance in university examinations on a subject-by-subject basis. It helps teachers understand their students' performance better and informs instructional

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

6.4 - Financial Management and Resource Mobilization

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

Institution conducts internal and external financial audits regularly. For purposes of auditing all financial rules, regulations and guidelines of the government are strictly followed. The auditing is done through the office, Internal Audits and local audits deployed by Government of Kerala. The college is in compliance with all subsequent amendments to the rules. In order to ensure utmost transparency in matters of transactions, all payments are made through online banking and through public finance management system (PFMS). Following measure were taken to ensure utmost transparency

- Follows internal check system
- Proper vouching
- Payments through accounts
- Daily closing system
- Receipts and payments through online

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

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

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

18175222

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

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

The Cannonnore District Muslim Educational Association (CDMEA) was established in 1964 to focus on educational development among minority communities, particularly Muslims in the Malabar Region. Its management committee, led by prominent figures like Adv. Jb. V. Khalid and Jb. N.N. Ahmad Haji, oversees its operations and initiatives.

Several endowments have been set up to support meritorious but financially needy students:

Dr. T P Balakrishnan Memorial Endowment

CP Ayisha and C P Safiya Memorial Endowment

A K Kaderkutty Memorial Endowment

P K Kunji Pathumma Memorial Endowment

Valiya Thanal Mariyumma Memorial Endowment

Prof. N K Abdul Rahiman Memorial Endowment

These endowments, totalling Rs. 25,25,000 in deposits, are instrumental in providing financial aid to deserving students.

The college's Parent Teachers Association (PTA) is robust, adhering to government guidelines and collecting donations during admission. Additionally, collaborations with various government bodies, such as the Higher Education Council and District Industries Centre, along with philanthropic initiatives and support from bodies like RUSA, contribute significantly to the college's educational and developmental endeavours.

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

6.5 - Internal Quality Assurance System

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

Yes, IQAC of the college has contributed significantly for

institutionalizing the quality assurance strategies and processes. Few significant items were listed below

EXIGO

It is an initiation by the IQAC to support the community by providing all course details offered by the college through online. It mainly aims the plus two qualified seeking admission for degree courses.

IDis

IDis - Intellectual discourse, is a platform created under IQAC to support various departments to organise workshops and seminars on different topics. It provides financial support to the departments for organising seminars. It is a management supported platform.

Performance Appraisal System

IQAC conducts performance appraisal of all teaching staff of the college. Self appraisal form, students feedback etc are used to appraise the performance of staff.

Documentation

IQAC of the college acts as an office for recording and documenting all the activities organised by various departments and clubs.

Placement Promotion of teaching staff

IQAC supports and insists to complete placement promotion activities of all teachers.

File Description	Documents
Paste link for additional information	https://sirsyedcollege.ac.in/iqac/quality-initiatives
Upload any additional information	No File Uploaded

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

College regularly reviews its teaching learning process through IQAC and various committees formed under IQAC.

Important measures used to review teaching learning includes

1. Model examination.
2. Unit tests
3. Assignment / Seminar / Viva voce examination
4. Attendance
5. University result analysis by the academic committee
6. Student's survey / Students' feedback

To improve the performance following schemes were adopted

1. Remedial coaching
2. Scholar Support Program
3. Walk with scholar
4. Crash course for English and mathematics subjects for slow learners
5. Study material
6. Question Bank

File Description	Documents
Paste link for additional information	https://sirsyedcollege.ac.in/questionbank
Upload any additional information	No File Uploaded

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

B. Any 3 of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Sir Syed College hosts the Ladies Association of Sir Syed (LASS), a pivotal organization aimed at enhancing the experiences and advancing the interests of female students. LASS provides a nurturing community that supports and uplifts women on campus.

To inspire and guide female students, LASS frequently hosts interactive sessions with accomplished women from diverse professions. These engagements offer students a chance to gain valuable insights and foster mentorship connections, empowering them to confidently chase their dreams.

Additionally, LASS organizes motivational classes aimed at personal and professional growth. These classes are designed to boost self-confidence, encourage goal-setting, help navigate life's obstacles, and cultivate leadership qualities among the women participants.

The celebration of International Women's Day is a highlight at the college, underscoring the achievements and contributions of women globally. The day is marked with various activities that promote gender equality, raise awareness of issues affecting women, and advocate for women's rights.

The campus also features a ladies' hostel, which is integral to the college's commitment to gender equality. This facility does more than provide housing—it is a safe space that plays a crucial role in empowering female students.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil
7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	B. Any 3 of the above
File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded
7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management	
<p>The college is officially a "Plastic Free Zone," with rigorous adherence to eco-friendly practices by both students and staff. Disposable utensils are no longer allowed at campus events and functions, reinforcing our commitment to sustainability. To reduce paper use, students are encouraged to submit their assignments electronically.</p> <p>All solid waste generated on campus is collected monthly by the Haritakarma Sena for recycling purposes. Additionally, organic waste from the college's canteen, hostel mess, and kitchen facilities is processed into renewable energy through bio-gas plants.</p>	

Furthermore, the upkeep and cleanliness of the campus and its adjacent areas are continuously maintained by NCC cadets and NSS volunteers as part of the ongoing Swachta Pakwada initiative, demonstrating a steadfast dedication to environmental responsibility throughout the year.

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

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

B. Any 3 of the above

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

7.1.5 - Green campus initiatives include

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

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

A. Any 4 or All of the above

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

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	C. Any 2 of the above
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File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	View File
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	B. Any 3 of the above
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File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

The college actively fosters an inclusive environment that celebrates and supports a wide range of diversities including cultural, regional, linguistic, communal, and socioeconomic differences. This commitment is demonstrated through the celebration of various significant cultural and religious days such as Eid, Christmas, and Onam, reflecting the institution's dedication to honoring the beliefs and traditions of its diverse student body.

Additionally, the college's efforts to promote inclusivity extend beyond cultural recognition. It provides financial assistance programs designed to ensure that students from all socioeconomic backgrounds can access educational opportunities without financial strain. These initiatives are crucial in leveling the playing field and promoting social equity within the academic community.

The institution also hosts a variety of events that contribute to a vibrant campus life and facilitate cross-cultural understanding. Food festivals, exhibitions, and cultural fests allow students to engage with and appreciate the richness of diverse cultures through immersive experiences. These events serve as platforms for students to showcase their heritage, cuisine, arts, and crafts, fostering a deeper appreciation and mutual respect among the student community.

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

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

The institution is committed to sensitizing students and employees to their constitutional obligations, encompassing the core values, rights, duties, and responsibilities of citizens. This educational focus is integrated into various aspects of campus life to deepen the community's understanding and appreciation of their roles within a democratic society.

Celebrations of significant national days play a pivotal role in this educational endeavor. Independence Day, Republic Day, Unity Day, and Gandhi Jayanti are marked with special programs and activities that highlight the importance of these occasions in fostering national pride and civic responsibility. These events serve as powerful reminders of the country's historical struggles and achievements, as well as the values enshrined in the Constitution.

Further embedding these principles, the college ensures that every student receives a handbook at the beginning of their academic journey, which includes the Constitution's Preamble. This inclusion not only educates them about their constitutional rights and duties but also inspires them to live up to the ideals of justice, liberty, equality, and fraternity.

Additionally, the Preamble is prominently displayed in each department, acting as a constant visual reminder of these foundational values. This strategic placement encourages ongoing reflection and discussion among students and staff, reinforcing the constitutional principles that guide their daily actions and decisions. Through these comprehensive efforts, the institution plays a crucial role in shaping informed, responsible citizens.

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

<p>7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized</p>	<p>B. Any 3 of the above</p>
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File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

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

- International Yoga Day
- World Environment Day
- Independence Day
- Gandhi Jayanthi

- Martyr's Day
- Armed Forces Flag Day
- World Wet Land Day
- Ozone Day
- Christmas
- Onam
- Eid
- Republic Day
- World Biodiversity Day
- World Forestry Day
- Science Day
- Unity Day
- Women's Day
- NCC & NSS Day

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

7.2 - Best Practices

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

I - EK BHARAT SHRESHTHA BHARAT CAMP (EBSB)

The Sir Syed College proudly hosted the EBSB camp from 24th December 2022 to 2nd January 2023, fostering cultural exchange and national integration among NCC cadets. This enriching event saw participation from 600 cadets, including 150 from the MP & CG Directorate and 450 from the K & L Directorate. The camp served as a vibrant platform for cadets to engage in diverse cultural interactions and collaborative activities, strengthening unity and understanding across different Indian states. Following its success, plans are underway to continue this initiative with another camp in the 2023-24 session.

II -Higher Secondary School Teacher Transformation Programme (HSSTTP)

A best practice adopted by the college is the HSSTTP, a vital initiative for educational enrichment. In collaboration with the Directorate of General Education, the college hosted its second 10-day refresher course in biology, aimed at updating and enhancing the pedagogical skills of high secondary teachers. This program not only helps in keeping the curriculum delivery dynamic and engaging but also ensures that teachers stay at the forefront of recent developments in biological sciences. The continued commitment to this program underscores the college's dedication to educational excellence and teacher development.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

Sir Syed College operates under the inspiring motto "Rabh Zidi ilma," which translates to "O my Lord, advance me in knowledge." The institution is dedicated to elevating the educational, social, and economic conditions of the underprivileged communities in North Malabar. The college aims to foster a society that can contribute to national integration by providing accessible, high-quality education. It seeks to align itself with leading institutions in higher education through a commitment to excellence in education and research, thus preparing young minds

to be knowledgeable, skilled, and sensitive.

In pursuit of this vision, Sir Syed College focuses on nurturing the next generation to:

- Embrace environmental awareness and promote sustainable development as they serve the nation.
- Achieve professional success and leadership, equipped with innovative ideas and the drive to effect positive change.
- Prepare economically disadvantaged students to successfully tackle competitive examinations.
- Equip individuals with the skills to handle life's challenges effectively.

To support these goals, the college offers robust programs through the NSS, NCC, and various major clubs and forums. These platforms are instrumental in instilling a sense of patriotism, unity, and social responsibility among students, enhancing their personal and communal growth.

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

7.3.2 - Plan of action for the next academic year

1. **FYUGP (NEP) Implementation:** The College will align its academic programs with the NEP to ensure holistic development and interdisciplinary learning.

2. **Remedial Coaching:** Recognizing the diverse academic backgrounds of students, the college to offer remedial coaching to provide additional support for those who need it.

3. **Student Progression:** The college will implement strategies to track and support student progression throughout their academic journey. This includes regular monitoring of academic performance, personalized guidance and counseling, and interventions to address any obstacles to progress.

4. **VR Classrooms:** Embracing technology-enhanced learning, the college will establish Virtual Reality (VR) classrooms to create immersive and interactive learning experiences for students.

5. **Differently Abled Friendly Campus:** The College will undertake initiatives to make its campus fully accessible and inclusive for differently-abled students.

6. **Centre of Excellence in Research:** The College will strive to become a hub for cutting-edge research in various disciplines. This entails establishing state-of-the-art research facilities, fostering collaboration with industry partners and other research institutions.

7. **IKS Promotion Activities:** In line with the government's initiative to promote Indian Knowledge Systems (IKS), the college will organize events, seminars, and workshops to raise awareness about traditional Indian knowledge and its relevance in contemporary times.