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

ANNUAL QUALITY ASSURANCE REPORT 2017-18

Submitted to National Accreditation and Assessment Council
Bangalore

Part – A

1. Details of the Institution

1.1 Name of the Institution

SIR SYED COLLEGE TALIPARAMBA

1.2   Address Line 1

P.O.KARIMBAM

Address Line 2

TALIPARAMBA

City/Town

KANNUR

State

KERALA

Pin Code

670142

Institution e-mail address

sirsyedcollege1967@gmail.com

Contact Nos.

0460 2205866

Name of the Head of the Institution:

Dr. ABDUL AZEEZ P.T

Tel. No. with STD Code:

0460-2204910

Mobile:

9447245413

Name of the IQAC Co-ordinator:

Dr NAFEESA BABY T.P

Mobile:

9947098721

IQAC e-mail address: Nafeesababy@gmail.com

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)*   KLCOGN 12105

1.4 **NAAC Executive Committee No. & Date:**   EC(SC)/22/A&A/32.3
   (For Example EC/32/A&A/143 dated 3-5-2004.
   This EC no. is available in the right corner- bottom
   of your institution's Accreditation Certificate)

1.5 Website address: www.sirsyedcollege.ac.in

Web-link of the AQAR: http://www.sirsyedcollege.ac.in/AQAR 2017-18.doc

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B+	-	2005	2010
2	2nd Cycle	B	2.8	2011	26/03/2016
3	3rd Cycle	A	3.13	2017	21/02/2022

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

1.8 AQAR for the year *(for example 2010-11)*   2017-18

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((*for example AQAR 2010-11submitted to NAAC on 12-10-2011)*
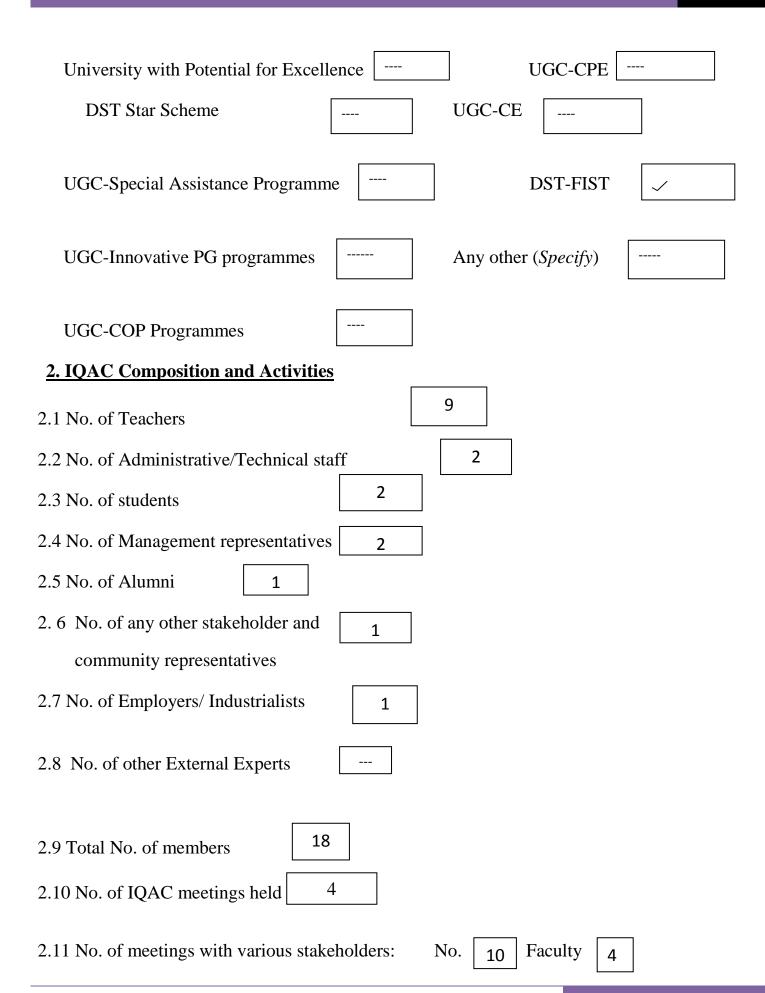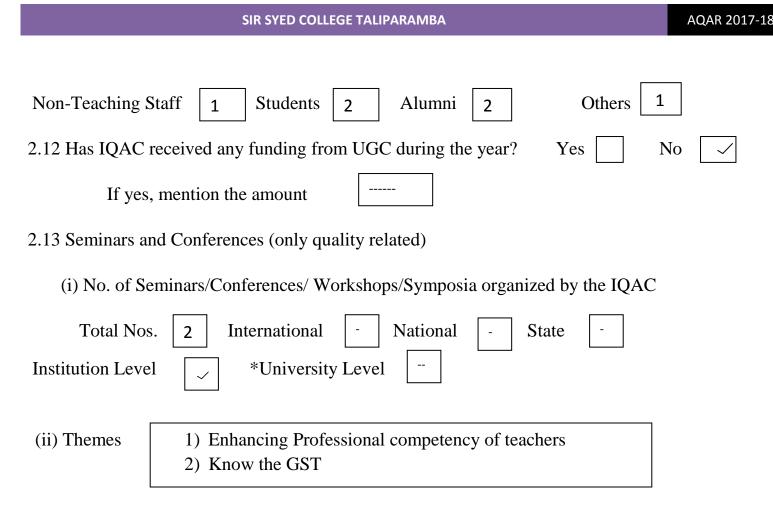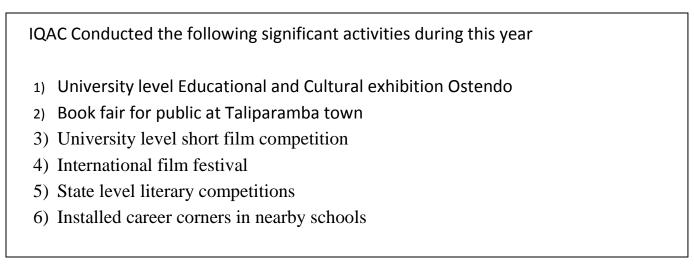
NOT APPLICABLE

1.10 Institutional Status

University　　　　　State ☑　Central ☐　Deemed ☐　Private ☐

Affiliated College　　　　Yes ☑　　No ☐

Constituent College　　　Yes ☐　　No ☑

Autonomous college of UGC　　Yes ☐　　No ☑

Regulatory Agency approved Institution　　Yes ☐　　No ☑

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

Type of Institution　　Co-education ☑　Men ☐　Women ☐

　　　　Urban ☐　　Rural ☑　　Tribal ☐

Financial Status　　Grant-in-aid ☑　UGC 2(f) ☑　UGC 12B ☑

　　　　Grant-in-aid + Self Financing ☐　Totally Self-financing ☐

1.11 Type of Faculty/Programme

　　Arts ☑　Science ☑　Commerce ☑　Law ☐　PEI (Phys Edu) ☐

　　TEI (Edu) ☐　Engineering ☐　Health Science ☐　Management ☐

Others　(Specify)　[　.　]

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

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

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

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

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

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

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

UGC-COP Programmes | ---- |

2. IQAC Composition and Activities

2.1 No. of Teachers | 9 |

2.2 No. of Administrative/Technical staff | 2 |

2.3 No. of students | 2 |

2.4 No. of Management representatives | 2 |

2.5 No. of Alumni | 1 |

2. 6 No. of any other stakeholder and | 1 |

 community representatives

2.7 No. of Employers/ Industrialists | 1 |

2.8 No. of other External Experts | --- |

2.9 Total No. of members | 18 |

2.10 No. of IQAC meetings held | 4 |

2.11 No. of meetings with various stakeholders: No. | 10 | Faculty | 4 |

Non-Teaching Staff [1] Students [2] Alumni [2]   Others [1]

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

If yes, mention the amount   [------]

2.13 Seminars and Conferences (only quality related)

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

Total Nos. [2]   International [-]   National [-]   State [-]

Institution Level [✓]   *University Level [--]

(ii) Themes | 1) Enhancing Professional competency of teachers
2) Know the GST

2.14 Significant Activities and contributions made by IQAC

IQAC Conducted the following significant activities during this year

1) University level Educational and Cultural exhibition Ostendo
2) Book fair for public at Taliparamba town
3) University level short film competition
4) International film festival
5) State level literary competitions
6) Installed career corners in nearby schools

2.15 Plan of Action by IQAC/Outcome

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

PLAN OF ACTION	ACHIEVEMENTS
IQAC decided to conduct the following activities towards the quality enhancement • An international film festival • A National seminar on quality enhancement • Book fair for the public • An educational and cultural exhibition for the public • State level literary competitions • State level quiz competitions • State level short film competitions • Toplant 50 indigenous mango saplings	Following activities were conducted under the auspicious of IQAC • International film festival • State level seminars • Book fair for the public • Ostendo - an exhibition for the public • State level literary competitions • State level quiz competition • State level short film competitions

The Academic Calendar of the year is attached as Annexure i

2.15 Whether the AQAR was placed in statutory body   Yes   No

Management [✓]   Syndicate [--]   Any other body   [---]

Provide the details of the action taken

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

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	2	-	-	-
PG	5	-	-	-
UG	13	-	-	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	15	-	15	1
Others	-	-	-	-
Total	35	-	15	1

Interdisciplinary	0	0	0	0
Innovative	4	2	4	1

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

Flexibility of the Curriculum	
Choice Based Credit System	Yes
Core	No
Elective Option	Yes
Open Options	Yes

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	18
Trimester	0
Annual	0

1.3 Feedback from stakeholders*   Alumni   ✓   Parents   ✓

                              Employers   -   Students   ✓

(On all aspects)

    Mode of feedback   : Online   ✓   Manual   ✓

    Co-operating schools (for PEI)   -

Analysis of the feedback Iis gien in the Annexure ii

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

Changes in the syllabus of Functional English, Open course of BSc Physics and Botany were made by the University

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

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent   faculty

Total	Asst. Professors	Associate Professors	Professors	Others
59	51	8	0	11

2.2 No. of permanent faculty with Ph.D.   16

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
1	11	-	-	-	-	-	-	1	11

2.4 No. of Guest and Visiting faculty and Temporary faculty   11   -   -

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	3	20	5
Presented	0	17	0
Resource Persons	0	1	10

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

- All departments were provided LCD projectors and internet facility to enable ICT enabled teaching in class rooms.

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

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

- Expert alumni members from different countries were invited and Lectures were being conducted in different fields.

- The departments makes linkage with reputed HEIs for carrying out student's projects inorder to boost their research orientation

- Arrange field trips and industrial visits.

- Using resources from NPTEL ,Open ware, Google classrooms, etc

2.7 Total No. of actual teaching days

During this academic year

| 193 |

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

Open Book examination, common internal examination in a unique pattern, Online NET model exam

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

| 13 | 2 | 2 |

2.10 Average percentage of attendance of students

| 86 |

2.11 Course/Programme wise   distribution of pass percentage :

Title of the Programme	Total Number of students appeared	Division				
		Distinction	I	II	III	Pass %
BA						
Arabic	18	0	3	9	0	66.67
Economics	31	0	0	7	11	58.06
Functional English	32	0	5	9	9	71.87
History	34	0	0	5	6	55.35
Malayalam	19	0	0	6	3	47.3
B.Sc						
Mathematics	25	0	4	9	2	60.00
Physics	32	3	7	14	5	90.60
Chemistry	33	5	11	4	0	60.60
Botany	29	0	10	9	3	75.8
Zoology	26	0	9	10	0	73.08
Statistics	24	0	10	4	3	70.83
Forestry	25	1	12	8	2	92.00
B.Com						
Commerce	58	1	9	11	20	70.68
PG						
Botany	16	0	6	9	0	93.75

Chemistry	14	3	7	0	0	71.43
Physics	15	4	6	0	0	73.43
Arabic	10	0	7	0	0	70.00
M.Com	18	1	10	1	0	66.67

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

- Arrange teachers' training programs to develop teaching skill.
- Prepare an academic calendar to convey the examination schedule,teaching days, celebrations, holidays, vacations, and academic events to the faculty,Students and parents.
- Taking feedback on Campus facilities , teaching learning and evaluation process from the students and parents
- The progress of students was monitored through unit tests, home assignments, seminars, etc.
- Periodic assessment of teaching-learning process. and internal evaluations
- Motivating the teachers towards implementing new strategies of teaching-learning processes

- Promoting ICT oriented teaching and learning by encouraging use of the interactive board, Internet facilities etc .
- Addition of teaching learning resources like library, INFLIBNET Support etc.
- Promotion of research as a part of teaching process.
- Infrastructure development to support the teaching-learning process.
- Participating role in organizing co-curricular activities.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	4
UGC – Faculty Improvement Programme	0
HRD programmes	0
Orientation programmes	8
Faculty exchange programme	1

Staff training conducted by the university	1
Staff training conducted by other institutions	5
Summer / Winter schools, Workshops, etc.	0
Others	0

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	27	0	0	7
Technical Staff	2	0	0	0

Criterion – III

3. Research, Consultancy and Extension

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

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

- Encouraging teachers to apply Minor and Major projects

- Motivating faculty for writing and publishing research related article

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

- Encouraging teachers to attent seminars and workshops

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

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	1	-	-
Outlay in Rs. Lakhs	-	20,50,000.00	-	-

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	1	-	-
Outlay in Rs. Lakhs	-	0.8	-	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	13	5	-
Non-Peer Review Journals	-	-	-
e-Journals	2	2	-
Conference proceedings	3	6	-

3.5 Details on Impact factor of publications:

Range | 0-4 | Average | 2.5 | h-index | 0-2 | Nos. in SCOPUS | - |

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects Post Doctoral Fellowship- (CV Raman scheme)	-	-	-	-
Minor projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects *(other than compulsory by the University)*	-	1.Department of Forest,Govt of Kerala 2.Taliparmba Municipality 3.College	72500/-	-

	-	=	=	
Any other(Specify)				=
Total	-	-	72500/-	=

3.7 No. of books published   i) With ISBN No. [5]   Chapters in Edited Books [-]

ii) Without ISBN No. [2]

3.8 No. of University Departments receiving funds from

UGC-SAP [-]   CAS [-]   DST-FIST [-]

DPE [-]   DBT Scheme/funds [-]

3.9 For colleges   Autonomy [--]   CPE   DBT Star Scheme [--]

INSPIRE [1]   CE [--]   Any Other (specify)   [DST-FIST]

3.10 Revenue generated through consultancy   [589450/-]

3.11 No. of conferences   organized by the Institution

Level	International	National	State	University	College
Number	-	2	4	9	12
Sponsoring agencies	-	KMCC- ABU DHABI KSCSTE	KSCSTE	Management Department	Department

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

Experts – 11; Chairpersons – 12; Resource person – 18; Visiting faculty - 2

3.13 No. of collaborations   International [-]   National [3]   Any other [-]

3.14 No. of linkages created during this year   [2]

3.15 Total budget for research for current year in lakhs :

From Funding agency | - | From Management of University/College | 2.5 Lakh |

Total | 2.5 Lakh |

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
19	1	1	2	2	2	11

3.18 No. of faculty from the Institution | 9 |
   who are Ph. D. Guides
   and students registered under them | 26 |

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

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

JRF | 7 | SRF | - | Project Fellows | - | Any other | 1 |

3.21 No. of students Participated in NSS events:

University level | 10 | State level | - |

National level | 2 | International level | - |

3.22 No. of students participated in NCC events:

University level | 72 | State level | 69 |

National level | 6 | International level | - |

3.23 No. of Awards won in NSS:

University level   3   State level   -

National level   1   International level   -

3.24 No. of Awards won in NCC:

University level   -   State level   -

National level   -   International level   -

3.25 No. of Extension activities organized

University forum   -   College forum   6

NCC   3   NSS   8   Any other   -

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

Extension activities	9
Institutional Social Responsibility	12

Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	13 Acres	Nil	Management	13Acres
Class rooms	48 Classes	Nil	Management	48 Classes
Laboratories	17	Nil	Management	
Seminar Halls	2	Nil	Management	2
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	2	-	-	2
Value of the equipment purchased during the year (Rs. in Lakhs)	1.5	-	-	1.5
Others	-	-	-	-

4.2 Computerization of administration and library

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

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

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

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

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

4.3   Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	39,146	-	252	29315/-	39398	-
Reference Books	1494	-	18	27530	1512	-
e-Books	35lakhs	-	-	-	-	-
Journals	107	137780	3	107233	110	107233
e-Journals	6000	5000	-	-	6000	5000
Digital Database	1	35000/	-	-	1	35000
CD & Video	175	-	17	-	192	-
Others (Digital talking library)	1	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart ments	Others
Existing	86	4	15	17	30	11	20	8
Added	6	-	-	-	-	1	5	-
Total	92	4	15	17	30	12	25	8

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

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

4.6 Amount spent on maintenance in lakhs :

  i) ICT | 0.5 |

   ii) Campus Infrastructure and facilities | 16 | /

  iii) Equipments | 3.1 |

iv) Others | 0.5 |

            Total : | 20.1 |

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

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

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

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

 Give orientatin classes to students about NSS and NCC students ,

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

 Cooperative store.

5.2 Efforts made by the institution for tracking the progression

Tutors are appointed asper the Tutorial system in the college .They collect the data about the student's performance in teaching,learning and their participation in extracurricular activities. On the basis of the analysis of the data, proper guidance   is given to the students and their parents.

Result analysis has done by academic committee and remedial measures such as remedial classes, peer teaching, SSP, were implemented Frequent meetings with faculties, students etc, appreciations, awards rank holders, award winners

5.3 (a) Total Number of students

UG		PG		Ph. D.		Others		Total	
Men	Women	Men	Women	Men	Women	Men	Women	Men	Women
350	1124	19	136	4	33	-	-	373	1293

(b) No. of students outside the state   -

(c) No. of international students   -

LAST YEAR												THIS YEAR											
General		SC		ST		OBC		Physically Challenged		Total		General		SC		ST		OBC		Physically Challenged		Total	
M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
36	77	49	123	24	36	143	1090	6	9	258	1335	33	89	43	126	21	43	267	993	6	8	370	1259

Demand ratio   1:10   Dropout % 4

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

Coaching for NET/SET,GATE,State PSC etc are being given for the students
by making use of experienced and expert resource persons from and outside the college.

No. of students beneficiaries   243

5.5 No. of students qualified in these examinations

NET   18+4JRF   SET/SLET   2   GATE   2   CAT   -

IAS/IPS etc   -   State PSC   13   UPSC   5   Others   1

5.6 Details of student counselling and career guidance

The College Career and Counselling Centre helping the students aware of career demands
and opportunities, and provide them the guidance with regard to the Personality Development,
Effective Communication Skills, Soft Skills etc. and about various courses available
 in and outside the country.

No. of students benefitted   543

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
3	256	12	34

5.8 Details of gender sensitization programmes

Legal awareness classes are provided especially to the girl students .

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

5.9 Students Activities

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

State/ University level   119   National level   14   International level   -

No. of students participated in cultural events

State/ University level   308   National level   -   International level   -

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

Sports : State/ University level   20   National level   -   International level   -

Cultural: State/ University level   30   National level   1   International level   -

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	68	178258
Financial support from government	885	6955650
Financial support from other sources	28	348000
Number of students who received International/ National recognitions	0	0

5.11   Student organised / initiatives

Fairs   : State/ University level | 9 | National level | - | International level | - |

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

5.12   No. of social initiatives undertaken by the students | 18 |

5.13 Major grievances of students (if any) redressed : 4

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

> VISION :   To uplift the educationally, socially and economically under-privileged sections of North Malabar region and to equip the society to contribute constructively to the process of nation building by providing affordable quality education while expanding our academic horizons to bring the institution at par with the leaders of higher education.
>
> MISSION: Strive for excellence in education and research and prepare young minds for imbibing knowledge, skills and sensitivity

6.2 Does the Institution has a management Information System

> The College has a full-fledged Management information system for the academic and administrative functioning of the college.
>
> The administrative system in the college is fully automated with appropriate software and all information on student admission, marks,fee payments, etc is available for timely decision and actions.
>   The College library is also automated and the information regarding availability of books, issue details, etc is available to the students and staff .
>   An online public access catalogue (OPAC) is implemented to enable the students for speedy and convenient access to the library catalogue. The salary payment system of
>
> the staff is governed by the Government of Kerala software SPARK.
> All relevant information about the college is published on the college website for reference.

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

6.3.1Curriculum Development

In an affiliating system there is limited flexibility for innovative. curricular designing however the colleges can involve in the process indirectly as and when the faculty members are elected to various Academic Bodies such as BOS, Academic Council etc Many teachers from our College are acting as members of Board of studies in Kannur University. They are actively involved in the process of updating the syllabus

6.3.2   Teaching and Learning

Preparing academic calendar.

Using ICT enabled advanced methods for teaching

Conducting unit tests, group discussions and home assignments etc.
.
Exposing students for outdoor learning through educational trips, camps etc.

Motivating students for research activities.

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

6.3.3   Examination and Evaluation

Internal examinations are conducted. Along with written examinations, seminars and assignments are given to the students for the evaluation of their academic status.
Regular departmentwise PTA meetings are conducted and the progress of the students is discussed with the parents.

6.3.4   Research and Development

College provides all support for research and development like sanctioning duty leaves, encouraging faculty to interact with faculty from other institutions, including those from abroad.

There is a research committee to monitor and guide the research related works. Special status is conferred by DST-FIST for research activities in the college. . Most of the teachers are actively engaging research work.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Wi-Fi facility is provided to both students and staff.
- The Network Resource Centre offers open learning resource materials.
- Teachers make use of the college website and various department websites to pool teaching learning resources and encourage the students to use this material.
- The availability of N-List facility of INFLIBNET is a huge attraction for students as well as teachers to explore ICT materials
- More than 40000 Nooks in the Central Library. Added about 300 text books, 110 journals, and 17 CDs and 6000 e-journals in the Central library in the year ;
- PG Departments with department library
- full-fledged Computer Labs
- Smart Classrooms
- Fully equipped Instrumentation room with GCMS facility
- Computation Lab

6.3.6 Human Resource Management

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

Faculty and Staff are encouraged to participate self-development programmes

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

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

6.3.7   Faculty and Staff recruitment

As per UGC and University guidelines

6.3.8   Industry Interaction / Collaboration

Various departments have established collaboration and linkage with neighbouring Industries and reputed research laboratories and Universities . In an attempt to bring industry interaction with students we invite industry experts and Scientists for guest Lectures, Workshops and to interact with faculty members and students

6.3.9   Admission of Students

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

6.4 Welfare schemes for

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

6.5 Total corpus fund generated   -

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

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

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

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

For UG Programmes   Yes [✓]   No [ ]

For PG Programmes   Yes [ ]   No [✓]

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

Not Applicable

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

Not Applicable

6.11 Activities and support from the Alumni Association

Alumni Installed a Bio gas Plant in the college, Alumni contribute fund for the construction of new PG and Research centre. Alumni donated Data Analysis Centre for Statistics department. Alumni providing scholarships for poor students. Solar Panel installed

6.12 Activities and support from the Parent – Teacher Association

- The College PTA operates Bus service from various part of kannur district for the students and staff for concessional rate.
- Provide safe drinking water facilities for students
- Render financial supports for needy students
- Give financial support for the cultural activities.

6.13 Development programmes for support staff

Non-teaching staff are given short term training in personal management, computer literacy and languages skills.

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

- Well-maintained and environmental friendly campus
- Liquid wastes generated in the laboratories are neutralised, diluted with water and then discharged.
- Efforts are underway to reduce the use of plastic bags and bottles on campus as part of plastic free campus campaign.
- Tree plantation to mark special occasions and message is communicated to the community about the role of trees in reducing the carbon content in the atmosphere
- Solar panels and Biogas plant
- Open burning is restricted and sanitary napkins are disposed of using an incinerator

Criterion – VII

7. Innovations and Best Practices

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

OSTENDO- 17- Gave opportunity for the students to acquire hands on training in turning theory into working models. Gave them lessons in application. Was an inspiration to the entire Taliparamba to explore knowledge and to seek education.

International FILM festival- Instilled passion in students and public about film as an art form. Lessons in leadership, coordination, advertising, public relations for the entire college.

GOLDEN BRAIN

District level   Quiz show led by Grand master Dr. G S Pradeep was highly instructional and helped to keep students abreast of the happenings around the world.

BOOK FAIR
    An intensive three day program organised for encouraging the reading habit in students, staff and public

---

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

---

Following activities were conducted based on the action plan

- International film festival
- State level seminars
- Book fair for the public
- Ostendo - an exhibition for the public
- State level literary competitions
- State level quiz competition
- State level short film competitions

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

1) **Career Corner**- Mobilised the resources of the institution for providing direction to school students. It envisages to guide the younger generation for social up-liftment.
2) **OSTENDO- Exhibition**

*The details f best practices are given in annexure iii

7.4 Contribution to environmental awareness / protection

➢ Celebrated the golden jubilee of the college by planting 50 indigenous mango saplings

➢ Celebrated world environment day

➢ Conducted Rally on world Energy Conservation Day and sensitised students and public about the importance of energy conservation by holding a class at the panchayat level. Pamphlets were also distributed Door to door

7.5   Whether environmental audit was conducted?   Yes [ ]   No [✓]

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

IQAC convened a meeting for discussing the last year's NAAC accreditation results and the Peer team report and decided to discuss the report with various stake holders . Based on the discussion with stake holders , SWOT Analysis was done and decided to prepare an action plan for the Quality enhancement of the College for the next five years

8. Plans of institution for next year

> ➢ To prepare a bio diversity register of Sir Syed College campus with the help of Forestry department.
> ➢ To conduct a Survey on socio-economic and health standards of tribal students of Aralam Tribal colony and to analyse the results
> ➢ To study on the ponds f Kannur district to preserve and protect water resources
> ➢ Completion Construction work of PG cum Research block
> ➢ Completion Construction work of Indoor stadium
> ➢ Starting more certificate courses
> ➢ Expansion of library, Wifi, LAN, INFLIBNET connectivity
> ➢ Expansion of water harvesting system

Name Dr Nafeesa Baby T. P　　　　　　　*Name* Dr Abdul Azeez P. T

_____　　　　_____

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

_____***_____

Annexure i

ANALYSIS OF FEEDBACKS FROM STAKE HOLDERS

General Features CBCSS –

ƒ The three year undergraduate programme is divided into 6 semesters, each semester consisting of a minimum of 90 working days, inclusive of examinations, distributed over five-day academic weeks. The duration of the odd semesters will be from June to October and even semesters from December to April. There will be a common calendar giving schedule of admission, classes, Internal and External examinations, evaluation and publication of results. ƒ

The structure of the semester system is as follows:

Common Courses: which will include compulsory courses in English and additional Languages which student can chose accrding t their chice.

Core Courses: which include methodology courses and courses on the subject of specialisation, one elective and one project which will be compulsory for all students doing a particular programme.

Complementary Courses: which include courses the study of which would complement the study of the subject of specialisation, which will be compulsory for all students doing a particular programme.

Open Courses: which include all courses other than courses in the area of specialisation of the student concerned, the choice which will be decided by preferences of students and availability of teachers.

Analysis of feedbacks from stake holders

ALUMNI

Feed back

1.Curriculam should be restructured in a more flexible manner

2 .It should be more job oriented

Action Taken

Suggestions Informed Chairpersons, Board Of studies Members of our college, and Syndicate members of Kannur university

PARENTS

Feed back

1.Curriculam should be job oriented

2 .More weightage should be given to students participating in extra curricular activities

Action Taken

Suggestions Informed Chairpersons, Board Of studies Members of our college, and Syndicate members of Kannur university

STUDENTS

Feed back

1.Attendance should not be a component in internal evaluations.

2. More options to be given in open courses

3.It should be more job oriented

4.Syllabus f first year Common course should be simplified

Action Taken

Suggestions Informed Chairpersons, Board Of studies Members of our college, and Syndicate members of Kannur university

Annexure ii

ACADEMIC CALANDER 2017-18

ODD SEMESTER		
MONTH	DATE	No of working days
June	1-30	20
July	1-31	21
August	1-31	22
September	1-30	11
October	1-31	20
June 2017	World Environment Day Celebrations	
	IQAC Seminar	
July 2017	Orientation programme of IQAC for newly admitted Students & their Parents	
August 2017	First Internal examinations	
September 2017	Second Internal examinations	
October 2017	College union & Fine arts day Inauguration	
October 2017	VP Mahamood Haji memorial Lecture	
October 2017	Sir Syed Day Celebration	
October 2017	Students seminar and department level quiz	
October 2017	UG Model examination	
September 1-10	Onam holidays	
November 2017	University Examinations (Odd semester)	
TOTAL WORKING DAYS	**94**	
EVEN SEMESTER		
MONTH	DATE	No of working days
November	1-30	22
December	1-31	15
January	1-31	21
February	1-28	20
March	1-31	21
November 2018	Golden Brain: Mega Quiz competition	
December 2018	Books Exhibition	
December 23-Jan 2	Christmas Holidays	
January IInd week	Ostendo- Exhibition	
February 2018	IQAC workshop	
February 2018	Students Seminar and Department level quiz	
March 2018	UG Model examination	
March 2018	International Women's Day Celebration by LASS	
March 2018	IQAC seminar	
First internal examinations	Last week of January 2018	
Second Internal examinations	Last week of February	
Model examination	Third week of March	
University examinations	Last week of March	
TOTAL WORKING DAYS	**99**	

DEPARTMENT LEVEL EVENT CALANDER 2017-18

Name of the Department	Proposed date	Name of the Programme
ARABIC	July 26	An orientation programme for students
	August 24	Meet the scholar
	October 17	Workshop
	December 18	International Arabic Language Day Celebration
	January 16	National Seminar
	February 16	Alumni meet
BOTANY	June 5	Environment Day Celebration Connecting nature
	July first week	Aroid Home Inauguration and Seminar on Botanical Nomenclature
	August second week	Two day workshop on Instrumentation To familiarize Advanced Research Instruments among UG/PG/Research Scholars of Kannur University
	September First week	Seminar on Energy Conservation
	September Last week	River Journey: Kalikadavu - Karimbam - Parad To Know the vegetation of River side
	October last week	Scientific Class for School students
	November first week	Release of Book on 'Riparian Flora of Kurumathur
	December last week	Seminar for Higher Secondary Teachers
	January third week	Campus Flora Work at Krishna Menon Women's College Linking Traditional Knowledge and Scientific knowhow
	February second week	Seminar on Ethnobotany and Pharmacology
	March first week	Release of Book on Sir Syed Campus Flora
CHEMISTRY	13-07-2017	Seminar talk Solid state chemistry National Seminar Inorganic chemistry
	16-08-2017	Inter departmental quiz competition Current affairs/science
	14-11-2017-16-11-2017	Lecture series Thermodynamics
	26-01-2018 14-02-2018, 15-02-2018	Chemistry alumni meet

COMMERCE	July first week	Seminar GST
	August third week	Computerized accounting – Tally – 3rd Batch Add-on course
	August last week	Workshop on Photoshop
	September first week	Entrepreneurs meet Entrepreneurship
	September third week	Visit to start up centers Entrepreneurship
	October second week	Seminar Career guidance
	December second week	Workshop Research methodology
	January second week	NK Abdurahman Memorial Endowment Felicitation to toppers
	February third week	Vyaparothsav
ECONOMICS	July second week	Inter department poster designing competition/quiz competition World population day
	Second week of September	Workshop Research methodology in Social Science
	First week of January	Workshop Econometrics
	First week of February	Seminar
ENGLISH	July 25	Focus: Orientation for the first year students The scope of English in the contemporary world
	August 22	Voice Inter collegiate Poetry Recitation Competition
	September 25	Dialogue: Interdepartmental Debate Competition Debate
	October 30-31	Two day National Seminar English Language Teaching
	November 5	Zoom in: Documentary Competition Inter collegiate documentary fest
	January 10	Writing workshop Writing for the media
	February 15	Literature Stella & Manuscript Magazine competition

FORESTRY	June 5th	World Environment Day Celebrations
	3rd Week, August 2017	Planting, Magazine release Hands-on training on GPS and Open Source Mapping Softwares Training Course for Researchers and Early Career Professionals
	2nd Week, October 2017	Jungle Jumble 2017 Wildlife Week Celebrations for School Children 4th Week Forest Martyr's Day Invited Talk & Distribution of Forest Protection Award
	October 2017	Problems and Prospects of Wood Based Industries in Kerala State level Workshop
HINDI	August First week	International seminar on Translation with NTMCIIL Mysore
	October third week	National Seminar on LT in collaboration with SRLC Mysore
	January second week	Publishing a Book of Hindi Club
HISTORY	July last week	Inter Departmental - Power Point Presentation Competition Related to the History of Indian Freedom struggle
	October second week	Sir Syed day The memory of Sir Syed Ahammad Khan
	November second week	Film fest Historic films
	January third week	National Seminar
	February last week	One day Seminar /Archival Exhibition
JOURNALISM	July first week	Media seminar
	August second week	Meet the press
	September third week	Photography exhibition
	December first week	Media survey
	January last week	Caption Day

MALAYALAM	June first week	Readers week
	July third week	Basheer seminar
	August last week	Kerala piravi
	September first week	Readers competition
	November last week	A day at Madayipara
MATHEMATICS	October first week	A seminar on Mathematical Analysis
	3-01-2018	National Mathematics Day celebration
URDU	August first week	Mehafile Ghazal (Ghazal concert programme) Introduce the musical impact of Urdu
	November third week	National Seminar "The influence of Urdu in Hindi films" Give awareness on Urdu Hindi relation
	February first week	National level workshop on Spoken Urdu
PHYSICS	7-06-2017	APT model test for CSIR-UGC JRF/NET
	20-07-2017	Opportunities Career guidance programme in Physics
	14-08-2017	Inter Collegiate Poster Competition Current trends in Physics
	20-09-2017	Colloquium /Quiz competition Physics
	06-10-2017	Local seminar To be decided
	08-01-2018	Outreach programme Radiation hazards
	9-02-2018	National Seminar Plasma Physics
	28-02-2018	National science day celebrations
PHYSICAL EDUCATION	June 21st	Yoga day celebrations Yoga display
	July & August	Swimming inter collegiate inter collegiate
	September last week	Badminton inter collegiate
	October & November	All India inter university volleyball(subject to the completion of indoor stadium) All India inter university women championship
	December& January	Invited lecture on food habits Invited lecture
	February	Seminar on health and fitness

STATISTICS	August Last Week	Two Days Workshop on
	October Last Week	One Day Seminar on Sampling Techniques Sampling Techniques
	January Third Week	One Day Seminar on Actuarial Statistics
ZOOLOGY	June 5	World Environment Day Celebration in association with KSCSTE, TVM Seminar, Competitions, Vanavalkaranam (Forestation) and Forest Camp
	July first week	Awareness Class (Associated with District Medical Office) Monsoon Related Disease
	August third week	Butterfly Camp Know the Flies
	September second week	Community Lunch (Onam celebration) Integrity And Affection Among Department Students
	October last week	Wild Life Conservation Week (1st week) in association with social forestry 'Papilio " 16 '- News letter release Seminar, Competitions, Exhibition, Wild Life Sanctuary Visit Department News letter
	November first week	Night Camp Moth Watch
	December last week	Awareness Class in association with District Aids cell Facts on Aids
	January third week	Training Program (Associated with Lmtc(Live Stock Management And Training Centre) Ornamental Birds/ Poultry / Broiler Etc Farming (3 days)
	February last week	National Science Day Seminar, Competitions, Exhibition, Science Institution Visit Program
	March 22	World Water day

BEST PRACTICES

1) OSTENDO: A MEGA CULTURAL AND EDUCATIONAL EXHIBITION

College conducting biannual cultural and educational exhibiton namely Ostendo since 2012 onwards. The exhibition carries on the exhilarating legacy of **Ostendo- 2012, 15** and **18**. Ostendo irradiating its light of knowledge, will provide fresh avenues for the public to learn and experience the latest in arts and science. Sir Syed College diligently tries to disburse expert knowledge and information to the masses. With **Ostendo-**we bring an exceptional opportunity for the people to learn from the great institution. It also endeavours to ignite inquisitiveness and invest confidence in students to pursue great achievements in their lives. We have not limited the realm of success to time and space; instead we yearn to instill insightfulness in the young minds so as to carve professionals par excellence in the society. We wish the students to steer the generation with their multiple skills. **Ostendo-**strives to be a beacon of knowledge at different levels, so that no one shall miss a point of learning at any of the branches of science and arts. In this context it really boosts our confidence quotient to learn that the outside agencies we contacted have agreed to fit in, be a part of and complement the programme.

2) GOLDEN JUBILEE CAREER CENTERS IN HIGHER SECONDARY SCHOOLS

As part of golden jubilee celebrations, college started career corners at nearby higher secondary schools. We realized that the number of employers in our database was declining so we wanted to find out why. When we looked into the employee database we realized it needed refreshing. we launched a program where we make intensive career classes for higher secondary students to explore career options. The centre offers Educational and career guidance, Psychometric tests, Career guidance, Human resource development, Grassroots development projects, Social research, Academic programs, Total improvement programs, Language development programs. Each schools, we installed career comers with all career related magazines and books. Career experts from outside and faculties from college regularly conducting intensive career classes and tests. Vacations and holidays special coaching programmes are conducting for selected students.

Abbreviations:

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

****