



## Yearly Status Report - 2017-2018

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		SREE NARAYANA COLLEGE OF EDUCATION
Name of the head of the Institution		Dr P V Surajbabu
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		04852836188
Mobile no.		9995347202
Registered Email		sncemu@gmail.com
Alternate Email		ushakannanthodath@gmail.com
Address		SNDP Campus, SN Road, Muvattupuzha, Ernakulam, Kerala
City/Town		ERNAKULAM
State/UT		Kerala
Pincode		686661

<b>2. Institutional Status</b>	
Affiliated / Constituent	<b>Affiliated</b>
Type of Institution	<b>Co-education</b>
Location	<b>Semi-urban</b>
Financial Status	<b>Self financed</b>
Name of the IQAC co-ordinator/Director	<b>Dr USHA PARVATHY</b>
Phone no/Alternate Phone no.	<b>04842334104</b>
Mobile no.	<b>9349408782</b>
Registered Email	<b>ushakannanthodath@gmail.com</b>
Alternate Email	<b>naacsn2021@gmail.com</b>

<b>3. Website Address</b>	
Web-link of the AQAR: (Previous Academic Year)	<a href="http://sncem.org/uploads/topmenu/AOAR%20SN%20College%202016-17_20210330120027.doc">http://sncem.org/uploads/topmenu/AOAR%20SN%20College%202016-17_20210330120027.doc</a>
<b>4. Whether Academic Calendar prepared during the year</b>	<b>Yes</b>
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="http://sncem.org/uploads/topmenu/Academic%20Calender2017-18_20210330123643.doc">http://sncem.org/uploads/topmenu/Academic%20Calender2017-18_20210330123643.doc</a> <a href="#">x</a>

<b>5. Accrediation Details</b>					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
<b>1</b>	<b>B</b>	<b>2.62</b>	<b>2014</b>	<b>05-May-2014</b>	<b>04-May-2019</b>

<b>6. Date of Establishment of IQAC</b>	<b>18-Jun-2014</b>
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<b>7. Internal Quality Assurance System</b>
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Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by	Date & Duration	Number of participants/ beneficiaries

IQAC		
Seminar on Social Commitment by Mr Jimmy Jose, Secretary, Taluk Legal Service Committee	25-Jan-2018 1	256
<a href="#">View File</a>		

**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	2018 0	0
No Files Uploaded !!!				

**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

3

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

**11. Whether IQAC received funding from any of the funding agency to support its activities during the year?**

No

**12. Significant contributions made by IQAC during the current year(maximum five bullets)**

1. Two articles prepared by PG students as part of their practicum was published in international journals. 2. IQAC conducted a Seminar on Organic Farming on 22/12/18, Students distributed notices regarding organic farming in Muvattupuzha Municipality, planted vegetables using organic method during their visit to Snehaveedu , an old age home. 3. Conducted a Seminar on Laughter Yoga on 23/12/2018 4. Conducted field trips to places of Ecological significance on 27/02/2018, 17/12/2017, 11/10/2017 5. Conducted a work shop on drama and theatre practice on 11/10/2017

[View File](#)

**13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year**

Plan of Action	Achievements/Outcomes
To conduct seminars on social commitment, value education ,drug abuse, life style diseases traffic rules , yoga , personality development and public speaking .To conduct field trips to places of ecological significance. To publish the articles prepared by PG students in international journals. To conduct awareness programs on organic farming, to plant vegetables using organic method ,to conduct seminar on organic farming .To conduct a seminar on Gender issues .To conduct a national seminar on current issue related education. To publish a research Journals. To conduct a class on skill development (IT) for teaching and nonteaching staff MED students. To conduct a work shop on drama and theatre practice	Conducted seminars on social commitment, value education ,drug abuse, life style diseases traffic rules , yoga , personality development and public speaking . Conducted field trips to places of ecological significance. Published the articles prepared by PG students in international journals. Conducted awareness programs on organic farming, planted vegetables using organic method , Conducted seminar on organic farming . Conducted a seminar on Gender issues . Could not conduct national seminar on education. Could not publish a research Journals. Conducted a class on skill development (IT) for teaching and nonteaching staff MED students. Conducted a work shop on drama and theatre practice
<a href="#">View File</a>	

14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2018
Date of Submission	12-Feb-2018
17. Does the Institution have Management Information System ?	No

### Part B

#### **CRITERION I – CURRICULAR ASPECTS**

##### **1.1 – Curriculum Planning and Implementation**

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Sree Narayana College of Education is affiliated to Mahatma Gandhi University, Kerala. The College offers BEd and MEd programme and follows the Choice based Credit and Semester System introduced by the University in 2015 for both courses. Syllabus is transacted through Lecture cum discussion, Demonstration, Group presentations, Seminars, Debates, Assignments, Brain storming sessions,

Peer group discussions, Peer tutoring, Interactions with the community, Case study, Educational Surveys etc. The internship programme for BEd students is 4 weeks in the second semester and 16 weeks in the third semester. The internship programme for MEd students is scheduled for 10 days in the Primary school and 30 days in Primary Teacher Education Institution in the III semester and the internship programme in the IV semester is scheduled for 15 days in secondary / Senior Secondary school and 30 days in Secondary Teacher Education Institution.

The practicum include survey on a social issue, SUPW (campus cleaning/ biopharming / eco friendly activities), Psychology test administration , Preparation and uploading of e learning material in the blog. Preparation and administration on any theme of social relevance (group or individual), Micro teaching lesson plans, ICT enabled skills plan and class Foster reflective journal on micro teaching, project for educational survey., demonstration of various yogic asanas for meditation by students , survey on health practices or issues , theatre practice participation in workshop or training , designing and performance of different art or creative writing, SUPW (handwork, Jewellery making, embroidery painting) , School profile and practices. Critical evaluation of time table or text book in any one of the schools, Sociogram, Psychology test administration. Learning disability survey for project, Analysis of prevailing assessment practices, , reflective journal on school induction conduct sports meet , report on the cultural heritage of India , preparation of preparation of criteria for evaluating different art forms , Value education class , action research, project on problems of learning based on psychological variable , 50 classes teaching competence , 50 lesson plans lesson plan and classes based on innovative methods teaching competence , club forum activities , learning materials innovative charts and models , self assessment tool preparation and practice , Peer evaluation of classes , Diagnostic test and remedial programme preparation and administration , achievement test analysis and interpretation , , reflective journal on school internship, class on different art forms in India , organised an activity to conscientise about the cultural heritage of India, Community camp for minimum 5 days , documentary or short film presentation or project related to any social issue , study tour , extension activities social service Developing Vision and Mission as a teacher SWOT analysis , student teacher portfolio , reflective journal presentation and discussion , Organize a Cultural Event , participation in Arts fest , script on Street play or educational documentary or film review, Communicative English Internal test -oral or written or online , Prepare a report on the current issues of Indian adolescents. , Create a blog & dictionary, Make any three language games to teach spelling and vocabulary, Design and individualized guidance program for a high school students, Prepare a report on any of the government initiatives for care and security of women in our

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Nil	Nil	Nil	0	Nil	Nil

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	Nil	Nil
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the

affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
MEd	Education	01/06/2017
BEEd	Education	01/06/2017

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	0	0

### 1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
0	Nil	0
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BEEd	Education	150
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### 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?  
(maximum 500 words)

Feedback Obtained
<p>The feedback from students is collected through a feed back form collected from the students by the end of the programme .The criteria in the feedback form for students include Administration, Facilities(Library, Class rooms, ICT Labs, Language Labs, Psychology Lab), Teaching(Core paper - I,Core paper - II,Core paper - III,Pedagogy - I, Pedagogy - II,Electives), Curricularactivities(Teaching practice, Seminars, Classes of Experts/Guest classes, Camp), Co-curricular activities(Arts, Sports, Celebrations, Social service ), Other facilities(Bathrooms ,Common rooms ,Canteen).Feedback from teachers is received during staff meetings ,meetings with the management representatives ,IQAC meetings .Feedback from employers is collected though interviews feedback from alumni is collected in through WhatsApp groups ,other social media and alumni meetings .The second Saturday of month March is celebrated as the alumni day. The feedback from parents is collected through interviews</p>

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BEd	Education	150	225	150
MEd	Education	50	9	9

[View File](#)

## 2.2 – Catering to Student Diversity

### 2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017	150	9	22	10	32

## 2.3 – Teaching - Learning Process

### 2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
32	32	17	2	1	7

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

### 2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Sree Narayana College of Education offers BEd in 8 pedagogical programmes. MEd programme is also available for these options. There is a student leader and Assistant leader for each BEd optional class and a student leader for MEd class. Student Union is elected every year and it is functional. Apart from that clubs like Vedika, Jwala Nature club, Science club, Arts club, Mathematics club are functional. Each club has student leaders in the post of President, Secretary and Committee members and a teacher Coordinator for proper functioning of the clubs. Students are divided into four houses for conducting the Co scholastic activities. Demonstration classes are conducted by former students of the institution. MEd students also work with teachers to mentor BEd students. Few theory classes are taken by P G students in the under graduate section.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
159	32	1:5

## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
32	32	0	0	6

### 2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

Year of Award	Name of full time teachers receiving awards from	Designation	Name of the award, fellowship, received from
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	state level, national level, international level		Government or recognized bodies
Nil	NA	Nil	Nil
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## 2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MEd	EDU	Semester	27/04/2018	25/09/2018
BEd	EDU	Semester	23/04/2018	20/06/2018
<a href="#">View File</a>				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

For all Theory and Practical courses of B.Ed and M.Ed, grades are given on a 7 point scale. External evaluation of all theory courses are done at the end of each Semester. Semester Examinations are conducted by the University. External evaluation of practical courses in Semester III and IV of B.Ed program is done by the Examination board constituted by the University from time to time. Periodic class tests, Module based tests and Model examinations are conducted by the Institution. Internal marks are given strictly on the basis of average marks scored in internal examinations, Practicum, Assignments and Seminars. Evaluation of the discussion/demonstration/criticism classes of B.Ed students is done considering 16 aspects of Teacher Evaluation. Evaluation is based on 5 to 10 criteria for each aspect. The students also prepare Question Banks in each Semester and they answer the questions themselves. Nearly a week is set aside for revision work at the end of each semester. Both internal and external evaluation is done for M.Ed theses. Internal and external research colloquia are conducted for finalizing the topics for M.Ed dissertation and the titles which are then sent to the Dean, M.G University. Seminar presentations, quiz on various topics conducted by different clubs, reading competitions, elocution competitions, discussions and debates are also conducted to evaluate the students. 2 or 3 mock viva conducted to boost the self-confidence of students

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Academic Calendar is prepared at the beginning of the academic year. Days of National importance, Government holidays, the dates for Model exams, Tours, Field trips, School internship of B.Ed students, data collection for thesis work of MEd students, Internship for M.Ed students in Primary teacher education institutes, Primary schools, Secondary teacher education institutions, Secondary and Higher Secondary Schools, College Union elections, Arts and Sports events, Research colloquiums, etc. are given in the calendar. External evaluation of all theory courses are done at the end of each Semester, Semester examinations are conducted by the University as per the University Calendar. External evaluation of practical courses in Semester III and IV of B.Ed program is done by the Examination Board constituted by the University from time to time. Results are also declared by the University.

## 2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

[http://sncem.org/uploads/topmenu/Programme%20Result%202017-2018\\_20210421114126.pdf](http://sncem.org/uploads/topmenu/Programme%20Result%202017-2018_20210421114126.pdf)

### 2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
EDU	MEd	Education	8	8	100
EDU	BEd	Education	92	90	97.8

[View File](#)

### 2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

[http://sncem.org/uploads/topmenu/2\\_20210409041944.docx](http://sncem.org/uploads/topmenu/2_20210409041944.docx)

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	0	Nil	0	0

No file uploaded.

### 3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Nil	NA	

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Nil	NA	NA	Nil	Nil

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	NA	Nil	NA	NA	Nil

No file uploaded.

### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NA	0

### 3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Education	4	4
<a href="#">View File</a>			

### 3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Nil	0
No file uploaded.	

### 3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
0	NA	NA	Nil	0	NA	0
No file uploaded.						

### 3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NA	NA	NA	Nil	0	0	NA
No file uploaded.						

### 3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	0	10	6
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## 3.4 – Extension Activities

### 3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
NA	NA	0	0
No file uploaded.			

### 3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students
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			Benefited
NA	NA	NA	0
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
NA	NA	NA	0	0
No file uploaded.				

### 3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
NA	NA	NA	0
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NA	NA	NA	Nil	Nil	Nil
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NA	Nil	NA	0
No file uploaded.			

## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
1000000	935635

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Others	Existing
No file uploaded.	

### 4.2 – Library as a Learning Resource

#### 4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Nil	Partially	Nil	2021

#### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
	Nil	6250	964266	222	25655	6472
<a href="#">View File</a>						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NA	NA	NA	Nil
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#### 4.3 – IT Infrastructure

##### 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	14	1	1	1	1	1	2	1	0
Added	0	0	0	0	0	0	0	1	0
Total	14	1	1	1	1	1	2	2	0

##### 4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

1 MBPS/ GBPS
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##### 4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NA	<a href="#">Nil</a>

#### 4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
200000	156813	100000	935635

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

There are seven laboratories in the college. One member of the teaching staff is in charge of ICT lab, and language lab . There is a stock register for

students also. The natural Science and Physical science laboratories are in charge of the respective teachers. The mathematics and social science laboratories are maintained in the respective class rooms under guidance of the teachers. Library is maintained by the librarian .The librarian maintains entrance register , stock register ,issue register, CD register , Journal Register ,Periodical register, under graduate students can take two books at a time for fifteen days, Post graduate students can take three books for twenty days, The staff can take five books for a month. The library is open on all working days. The ICT devices are maintained by the technical assistant. There is a lab assistant and store keeper to assist the teachers in charge of the laboratories. Sports equipment are kept in sports room under supervision of physical education teacher. There is a art room to keep the materials related to art education. There is a Yoga room for practicing Yoga. Optional subject hours are utilized for laboratory works.

[http://sncem.org/uploads/topmenu/Library%20and%20Laboratories 20210910122140.pdf](http://sncem.org/uploads/topmenu/Library%20and%20Laboratories%2020210910122140.pdf)

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Nil	0	0
Financial Support from Other Sources			
a) National	Nil	0	0
b)International	Nil	0	0
No file uploaded.			

#### 5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
NA	Nil	0	0
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#### 5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
Nil	NA	0	0	0	0
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#### 5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
8	7	45

## 5.2 – Student Progression

### 5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NA	0	0	NA	0	0
No file uploaded.					

### 5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2017	1	BE.d	Education	CUSAT, Thrissur	MPhil
<a href="#">View File</a>					

### 5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	10
SET	25
<a href="#">View File</a>	

### 5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
UNIVERSITY YOUTH FESTIVAL	UNIVERSITY	6
<a href="#">View File</a>		

## 5.3 – Student Participation and Activities

### 5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nil	NA	Nil	Nil	Nil	Nil	NA
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### 5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Student Council is elected every year as per the norms specified by the university. The student council comprises chairman, vice chairperson, General Secretary, Art club secretary, Sports captain, Magazine editor, University union councilor, Two lady representatives. Class representatives are elected from 8 BE.d pedagogy classes and the MEd classes. All together there are 18 class representatives from the junior and senior batches. Collage union chairman is a member of IQAC. Collage union activities are organized by the office bearers with the support of staff secretary and staff advices, Two

teacher are in charge of Art festivals . Art club secretary is in charge of the activity related to Art . There are two teachers in charge of Art education. who will also guide the students .Sports are conducted under the guidance of teacher in charge of physical education. Collage magazine is published every year ,the Editorial board in charge of collage magazine include student editor, Two staff editor and 5 to 7 student sub editors. The chief editor of the magazine of the principal .The annual report of the collage union is presented by the secretary.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

2147

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

Alumni meet (SREENIUM) is organized on every second Saturday in the month of March. During the period 2017-18, financial support in the form of scholarships, prize to top scorer students, donation of notice board, letter box, water cooler was done by Alumni. The demonstration lessons for junior students was conducted by Alumni. Various programmes related to Teaching-Learning were also organized by the Alumni.

### CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Sree Narayana College of Education functions under the SNDP (Sree Narayana Dharma Paripalana) Yogam Union, Muvattupuzha. The President of the SNDP Union is the Manager of the entire Educational institutions. The elected members of the SNDP union 2017-2018 are given below . The Management has appointed an Education Officer for the easy Governance of the College. The present union has appointed Mr Advocate A.K. Anil Kumar as the Education Officer of the College. President : Mr.V K Narayanan Vice President : Mr.P N Prabha Educational Officer of the SN Educational Institutions :Mr.Adv.A K Anilkumar Secretary : Mr.A.Gopi Director Board Members : Mr.Adv.N Ramesh : Mr.Pramod K Thamban Councillors : Mr.Adv.A K Anilkumar : Mr.M R Narayanan : Mr.A C Prathapachandran : Mr.V N Vijayan : Mr.T V Mohanan Panchayath Samithi Members : M.P R Raju : Mr.M S Wilson : Mr.N R Sreenivasan ? Meetings are conducted by the management with the staff members monthly to discuss the functioning of the college ? The Education officer conducts ,meeting with the staff member and the IQAC periodically to plan and evaluate the Academic and Administrative matters.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

#### 6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
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## Curriculum Development

? The college is affiliated to Mahatma Gandhi University, Kottayam and follows the curriculum designed by the University. Many teachers of the institution participated in the curriculum designing committee of MEd, BEd programmes. ? Language teachers conducted class wise seminars to improve the language proficiency of the students .The practical works of the science /social science students were selected on the basis of social issues . The practical of the mathematics option were also related to the daily life ,It was related to the calculation of Bank interests of different nationalized and scheduled banks. The practicum conducted of the MEd students on the preparation research article was done in groups and two articles were published in an international journals ? University Examination and Evaluation was conducted according to the university norms. Internal evaluation was done on the basis of seminars, practical, practicum and the performance of students in periodic class tests and model examinations .For MEd and BEd students two or three mock viva were conducted to boost the self confidence of the students to appear for the university viva examinations. ? BEd students conduct an action research related to the problems of school students which they encounter during the internship programme. The article prepared by the MEd students as part of their practicum was published in international journals. Teachers were provided funds to attend seminars and workshops. Teachers were also given maximum support to do PhD and other research works ? Library is functional on all working days and Saturdays .Students and staff can avail books ,magazines, journals , periodicals etc as per the rules. If required more books are made available to students and the staff . The MEd students can use the college facility to do the theses works. ? Senior BEd students are invited to take demonstration classes for the juniors. Likewise senior MEd students mentor the juniors and help them in the practical and the theses works. Teachers are allotted the theory portions according to their basic PG subjects. Each year members are

selected from the teaching staff for the posts of staff secretary , staff advisors(two staff advisors), staff editor (two staff editors), Tour coordinators (two or three staff members), Camp coordinators(two staff members), Two staff members in charge of four student houses (Red ,Blue ,Green and White houses),a staff member in-charge of the discipline of the college , one teacher coordinator in charge of different student clubs .One staff member functions as the college coordinator and one staff member each functions as the course coordinator of different pedagogy courses. Staff council and student council are also functional. ? Fifty percent of the students are admitted on merit basis , as per Kerala Govt /MG University rules and regulations. Fifty percent of the students are admitted in the management quota which is also based on merit.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Nil	Nil

**6.3 – Faculty Empowerment Strategies**

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	ANISH P CHIRACKAL	Seminar on Media	Seminar on Media	2600
<a href="#">View File</a>				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2017	Conducted class on IT for Teaching, Non-teaching staff and	ICT	19/09/2017	19/09/2017	20	4

MEd  
students  
(Class  
conducted  
by Rajesh  
R.,  
Principal  
Instructor  
at Oracle  
University  
)

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
NA	0	Nil	Nil	0

No file uploaded.

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
ESI,EPF	ESI,EPF	Nil

## 6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Internal Audits are conducted periodically by the educational officer of the SN educational Institutions . External Audit is conducted by the chartered accountant yearly.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NA	0	NA

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6.4.3 – Total corpus fund generated

0

## 6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority

Academic	Yes	MG University	Yes	SNDP Union Muvattupuzha
Administrative	Yes	MG University	Yes	SNDP Union Muvattupuzha

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

PTA fund is utilized for • Conducting the induction programme • PTA meetings • Awards for outstanding students .(Awards are given to MEd and BEd students who secure highest position in the university examination , awards are given to students securing highest marks in each pedagogy , award is given to best out going student).

6.5.3 – Development programmes for support staff (at least three)

? ICT skill development programme. ? Yoga class ? Personality Development programmes

6.5.4 – Post Accreditation initiative(s) (mention at least three)

? Funds mobilized for teachers to attend seminars /workshops ? Salary revision for the staff ? PG programme (MEd) started.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Seminar on Life Style diseases by Dr Reshmi Ramachandran, Asst. Professor in Community Medicine, Government Medical College, Thrissur	25/01/2018	25/01/2018	25/01/2018	256
<a href="#">View File</a>					

**CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES**

**7.1 – Institutional Values and Social Responsibilities**

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male

Seminar on Gender issues	23/01/2018	23/01/2018	160	12
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7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
? Organic farming ? Visits to places of ecological significance ? Conducted Seminars on topic related to environment issues ? Campus cleaning ? Prepared a garden of medicinal plants ? Planted saplings as part of environment day celebrations ? Maximum usage of CFL Lamps and LED tubes

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Provision for lift	Yes	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	24/01/2018	1	Students distributed notices regarding Organic Farming in Muvattupuzha Municipality	AGRICULTURE	92
<a href="#">View File</a>							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
hand Book calendar	01/06/2017	Every year hand book and calendar is revised and published and distributed

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Visited 'Snehaveedu' Old Age home, conducted cultural programmes, planted vegetables using organic method	23/01/2018	23/01/2018	92
<a href="#">View File</a>			

### 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1.Planting and maintenance of trees 2.Plastic free campus 3.Incinator for waste management. 4.Conducting awareness programmes 5. Maximum usage of CFL lamps and LED tubes

## 7.2 – Best Practices

### 7.2.1 – Describe at least two institutional best practices

**BEST PRACTICE INITIATIVES IN ORGANIC FARMING** Kerala is often referred as a consumer state which depends on other states for Agricultural products. But the life of Kerala society was once depended on the rhythm of Nature and Agriculture and has a rich culture of agriculture and a treasure trove of ethnic knowledge. Recently the Government and NGO s have taken steps to revive agriculture and spread the ethnic knowledge regarding agriculture and ethnic varieties of trees, fruits and seeds. Many festivals like Onam celebrated in Kerala is also related to Agriculture .Many varieties of vegetables and fruits available in the market might have cultivate using chemical fertilizers which is very harmful to the health of children and adults. Sree Narayana College of Education also tried to take some initiates to spread organic farming. The college is situated at Muvattupuzha hilly, rural areas of Ernakulum district of Kerala. Most of the students of the college are from agricultural families and they have a genuine interest and knowledge in agriculture. The students and people residing in this area are basically hard working. Students of Sree Narayana College of Education distributed leaflets to the public to create awareness in organic farming they also distributed seeds. The students of Sree Narayana College of Education conducted Social awareness program on organic farming.-23/January 2018, distributed notices in Muvattupuzha Municipality regarding Organic Farming. On 24/January 2018.The students visited 'Snehaveedu' - an old age home near the college and conducted cultural programmes. The students took effort to plant vegetable seedlings using organic method in the compound of the old age home.

**BEST PRACTICE E-WASTE COLLECTION WITH THE SUPPORT OF MUVATTUPUZHA MUNICIPALITY AND FLASH MOB REGARDING EFFECTIVE WASTE MANAGEMENT**

Sree Narayana College of Education is a self-financing college affiliated to Mahatma Gandhi University, Kottayam, Kerala. The College is situated in a rural area in Ernakulum District. Waste management has become a problem all over the world, in cities and villages in urban and rural areas. There is a waste management system in the thickly populated cities of Kerala. The wastes should be separated as plastic wastes, food wastes, wet wastes and electronic wastes. A person will come to collect the wastes. The lists of people to collect wastes are with the local self-government which will also provide vehicles to collect the wastes. The residence associations will have to give the payment to the person who collects the wastes. The wastes are taken to waste treatment plant. The payment is different for houses and commercial establishments. But unfortunately such a system is not fully functional in rural areas where houses have more landed area. People in rural area may be less aware of the problems of waste management as they may not have first-hand experience. But many rivers, canals and streams in Kerala even in rural areas and tourist spots are filled with wastes, especially plastic wastes which hinder the natural flow of water and lead to flooding. Local self-governments are taking steps on war footing to solve the waste issues. Management of organic / biodegradable wastes is not a problem in rural areas. But management of plastic and electronic wastes is a matter of concern. Students of Sree Narayana College of Education also joined local self-government to create awareness about effective waste management. The students distributed notices and also collected e-wastes from local residents association and handed over it to the Municipality. Students visited all houses in the residents association in groups and created awareness about the ill effects of poor waste management. The students collected e-wastes from all houses and gave it to the authorities. Students of Sree Narayana

College of Education conducted a flash mob to create awareness on waste management .

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

[http://sncem.org/uploads/topmenu/Programme%20Result%202017-2018\\_20210421114126.pdf](http://sncem.org/uploads/topmenu/Programme%20Result%202017-2018_20210421114126.pdf)

### 7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

**BEST PRACTICE INITIATIVES IN ORGANIC FARMING** Kerala is often referred as a consumer state which depends on other states for Agricultural products. But the life of Kerala society was once depended on the rhythm of Nature and Agriculture and has a rich culture of agriculture and a treasure trove of ethnic knowledge. Recently the Government and NGO s have taken steps to revive agriculture and spread the ethnic knowledge regarding agriculture and ethnic varieties of trees, fruits and seeds. Many festivals like Onam celebrated in Kerala is also related to Agriculture .Many varieties of vegetables and fruits available in the market might have cultivate using chemical fertilizers which is very harmful to the health of children and adults. Sree Narayana College of Education also tried to take some initiatives to spread organic farming. The college is situated at Muvattupuzha hilly, rural areas of Ernakulum district of Kerala. Most of the students of the college are from agricultural families and they have a genuine interest and knowledge in agriculture. The students and people residing in this area are basically hard working. Students of Sree Narayana College of Education distributed leaflets to the public to create awareness in organic farming they also distributed seeds. The students of Sree Narayana College of Education conducted Social awareness program on organic farming.-23/January 2018, distributed notices in Muvattupuzha Municipality regarding Organic Farming. On 24/January 2018.The students visited 'Snehavedu' - an old age home near the college and conducted cultural programmes. The students took effort to plant vegetable seedlings using organic method in the compound of the old age home.

Provide the weblink of the institution

[http://sncem.org/uploads/topmenu/BEST%20PRACTICE%202017-2018\\_20210421113556.pdf](http://sncem.org/uploads/topmenu/BEST%20PRACTICE%202017-2018_20210421113556.pdf)

### 8.Future Plans of Actions for Next Academic Year

Maintenance of the building Naming the trees of the campus Renovation of the garden. Introduce more institution for placement. Betterment of mode of campus recruitment/selection. Introduce special programmes for life skill education. Collaboration with other institutions for improving the performance students in various teaching aptitude tests like NET,SET, C-TET, K-TET etc.