



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		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		seemathumbayil@gmail.com
Address		SNDP CAMPUS, SN ROAD, MUVATTUPUZHA, ERNAKULAM District, KERALA Pin:686661
City/Town		Ernakulam
State/UT		Kerala
Pincode		686661

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

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	http://sncem.org/uploads/topmenu/AOAR%20Submitted%202017-2018_20210816121017.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://sncem.org/uploads/topmenu/Academic%20Calendar%202018-2019_20210428113338.pdf

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

6. Date of Establishment of IQAC	18-Jun-2014
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7. Internal Quality Assurance System

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		
FLOODRELIEF ACTIVITIES after the Kerala flood on 15,16 & 17, August, 2018 Students along with teachers went to clean the flood affected houses of the staff, students and the public. A good amount was collected by the staff and students of SreeNarayan	18-Aug-2018 3	160

L::asset('/', 'public')/public/index.php/admin/get_file?file_path='.encrypt('Postacc/Special_Status/'. \$instdata->upload_special_status))}

[View Uploaded File](#)

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
Not Applicable	Nil	Not Applicable	2019 0	0
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View Link](#)

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 Uploaded 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)

SIGNIFICANT CONTRIBUTIONS BY IQAC DURING THE YEAR 2018`19 ? VIVEKOTSAV 2K18 Intercollegiate Elocution Competition was Conducted by the IQAC, SNCE,Muvattupuzha ? Class on Psychology of men and womenResource Person -Fr. Edward George ? Workshop on `CHEKKUTTYPAVA` (Doll of Hope) Chekkutty Doll Making for financially helping the handloom workers of Chendamangalam (the place is

famous for its rich culture of handloom fabrics) who lost everything in the devastating flood of 2018 was initiated by social workers. The doll symbolises the perseverance of the people of Kerala. About 20 students went to Chendamangalam to study the doll making and conducted the workshop to other students. The dolls made in the workshop were sold and the money collected was given to the welfare of handloom workers. ? Social awareness program on Road Safety and Rules ? Conducted Flash Mob at Grand Central Mall related to Road Safety Rules

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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	Achivements/Outcomes
Participation of teachers in seminars, coordinating seminars and publishing of research articles in national and international journals	In Progress
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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

2019

Date of Submission

15-Jan-2019

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 courses 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 B Ed 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/ bio-farming / 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, Jewelry 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 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 society.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Not Applicable	Not Applicable	Nil	0	Not Applicable	Not Applicable

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	Not Applicable	Nil
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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	01/07/2018
BEEd	Education	01/06/2018

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	149
MEd	Education	9
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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 feedback 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), Curricular activities (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 through interviews. Feedback from alumni is collected 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
MEd	Education	50	15	15
BEd	Education	150	235	150

[View Uploaded 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
2018	150	15	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 B Ed in 8 options. MEd course is also available for these options. There is a student leader and Assistant leader for each B Ed 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 B Ed 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
165	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	7

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 state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nil	Nil	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	31/03/2019	06/11/2019
BEd	EDU	Semester	21/03/2019	05/03/2019
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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.

2.5.3 – 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/UNIVERSITY%20EXAM%20%20RESULTS%20-2018-2019_20210428010839.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	14	14	100
EDU	BED	Education	149	145	96.7

[View Uploaded 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

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	0	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	Not Applicable	

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	Nil	Not Applicable	Nil	Not Applicable

No file uploaded.

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	Not Applicable	Not Applicable	Not Applicable	Not Applicable	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
Not Applicable	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	MEd	1	3.2
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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
BEd	1
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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
Nil	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
Nil	NA	NA	Nil	0	0	0
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Presented papers	4	1	1	1
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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
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Not Applicable	Not Applicable	0	0
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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 Benefited
Not Applicable	Not Applicable	Not Applicable	0
No file uploaded.			

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
Not Applicable	Not Applicable	Not Applicable	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
Not Applicable	0	Nil	0
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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
Not applicable	Not applicable	Not applicable	Nil	Nil	0
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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
Not applicable	Nil	Not applicable	0
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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
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1200000	1127120
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4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Others	Existing
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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
0	Partially	3.1203000	2013

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	5062	277167	31	7200	5093	284367
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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
Not applicable	Not applicable	Not applicable	Null
No file uploaded.			

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	1	0	0	0	0	0	0	1	0
Total	15	1	1	1	1	1	2	2	0

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

2 MBPS/ GBPS

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
Not applicable	Null

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
400000	330159	1400000	1370703

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 an 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

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	Fee reduction for needy students	15	135000
Financial Support from Other Sources			
a) National	Nil	0	0
b) International	Nil	0	0
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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 implementation	Number of students enrolled	Agencies involved
Not applicable	Nil	0	0
No file uploaded.			

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	Number of students who have passed in the comp. exam	Number of students placed

			activities		
Nil	Not applicable	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
5	4	120

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
Bright Public School, Valakom, Muvattupuzha	5	4	Ebenezar HSS, Veettoor	1	1
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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
2019	1	MED	MED	Sheffield Hallam University, UK	MA Education
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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	16
SET	45
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
light music.	University	1
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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	Not applicable	Nil	Nil	Nil	Not applicable	Not applicable
No file uploaded.						

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 BEd 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:

169

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

The Alumni meet of SNCE, 'SREENEAM' is normally conducted every year on the second Saturday of March. In 2019, it was conducted on 9th March in coordination with many students of the 2017 -19 batch. The alumni honoured the faculty Dr Pravithalakshmi K for secured PhD in Hindi. 166 students participated in the Alumni meet of which 64 students were from the 2017-19 batch, 24 students were from the 2016-18 batch, 20 students were from the 2015-17 batch, 6 students each from the 2014-15 2013-14 batches, 8 students were from the 2012-13 batch, 1 student from the 2011-12 batch. 2 students were from the 2010-11 batch and 35 students were from batches before 2010. The staff of Sree Narayana College of Education also participated in the Alumni Meet. The Alumni provided financial support in the form of Scholarships. Prizes were awarded to top scorer students. Demonstration classes were arranged for Junior Students. Training programmes were also arranged.

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 in charge : Mr.Adv.A K Anilkumar Director Board Members : Mr.Adv.N Ramesh : Mr.Pramod K Thamban Councillors : Mr.M R Narayanan : Anil Kavumchira : M.P R Raju : Mr.T V Mohanan : Aji Venal Panchayath Samithi Members : : 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)?

No

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
Curriculum Development	? The college is affiliated to Mahatma Gandhi University, Kottayam and follows the curriculum designed by the University. Many teachers of the institutions participated in the curriculum designing committee of MED BEd courses.
Teaching and Learning	? 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.
Examination and Evaluation	? University Examination and Evaluation was conducted according to the university norms. Internal evaluation was done on the basis of seminars, practicals, 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.
Research and Development	BEd students conduct an action research related to the problems of

	<p>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</p>
<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<p>? 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.</p>
<p>Human Resource Management</p>	<p>? Senior BEd students are invited to take demonstration classes for the juniors. Likewise senior MEd students mentor the juniors and help them in the practicals 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 incharge 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.</p>
<p>Admission of Students</p>	<p>? 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.</p>

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

E-governance area	Details
<p>Nil</p>	<p>Not applicable</p>

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
2019	Uma E V	National Seminar on Teaching Learning and Evaluation: Shifting Protocols in Paeagogical Dynamics	Nil	600
View File				

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)
Nil	Not applicable	Not applicable	Nil	Nil	Nil	Nil
No file uploaded.						

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
Not applicable	0	Nil	Nil	0
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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. A copy of all the Audit reports for all the financial years are available in the college office.

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
Not applicable	0	Not applicable
No file uploaded.		

6.4.3 – Total corpus fund generated

525000

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)

1. ICT Skill development programme 2.Yoga class 3.Personality Development Programme

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

1.Funds mobilized for teachers to attend seminars/workshops 2.Salary revision for the staff 3.Funds mobilized for the publication of the articles in national and international journals.

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
2019	Seminar on Drug Abuse - Chief guest Rishi Raj	29/01/2019	29/01/2019	29/01/2019	250

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
C Psychology of men and women	06/02/2019	06/02/2019	137	12
documentary and Video presentation on International Women's day	08/03/2019	08/03/2019	137	12
Womens day celebrations	08/03/2019	08/03/2019	137	12

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 ? Rain water harvesting

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Rest Rooms	Yes	0
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
2019	17	5	18/08/2018	8	Cleaning of flooded houses in the locality	Flood Relief	160

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	01/06/2018	Every year hand book and calendar is revised, published and distributed to students and staff.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Workshop on 'CHEKKUTTYPAVA' (Doll of Hope) -Chekkutty Doll Making for financially helping the handloom workers of Chendamangalam (the place is famous for its rich culture of handloom fabrics) who lost everything in the devastating flood of 2018 was i	02/07/2018	02/07/2018	148
View File			

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

1. 'Chekkutty pava' (CHEKKUTTY DOLLS) - THE DOLL FROM 'Cheru'(MUD) DOLL OF HOPE FROM THE DOOMED LOOMS OF CHENDAMANGALAM Kerala witnessed the worst floods in hundred years in August, 2018. All the rivers and streams were in spate, many dams overflowed, there were landslides in the high ranges, low lying areas were submerged, it was nature striking back against human depredations. But then this was also the time when human resilience came to the fore. The people of Kerala rose in unison and showing tremendous will power and fighting spirit stuggled against all odds and quickly restored a semblance of normalcy to the state. One among many such inspiring stories of hope and resilience was the phoenix-like rise of the weavers of Chendamangalam. With their damaged looms and muddied yarn they brought to life a unique piece of art - the "Chekkutty Pava". Chendamangalam is a serene and beautiful village in Ernakulam District. It is located between the river Periyar and the river Chalakkudypuzha. Chendamangalam is famous for traditional Kerala Handlooms - 'Chendamangalam kaithari'. The weavers were busy on their looms in August for ONAM, the traditional harvest festival of Kerala. There is much demand for Kerala sarees and dress materials during the festive season. The weavers lost everything in the floods - the looms, the woven fabrics, raw material - literally everything. Water from the two swollen rivers inundated the little village from either sides. Chendamangalam was one of the worst effected places in 2018 floods. Ms. Lekshmi Menon, a designer and entrepreneur, launched an effort to support the weavers in their time of crises. She came up with an idea to recycle the bundles of mud stained cloth and use them to create small dolls. She and her

team designed the dolls and the weavers made them in large numbers. This was sold to the general public. It soon gained a lot of publicity and turned into a symbol of Kerala's resilience. People from Kerala, other states and even abroad purchased the dolls. A brief description from the website is given below. Details available in the following link (<https://www.tourismnewslive.com/2018/09/10/chekkutty-doll-made-of-stained-handloom-cloths-to-help-weavers/>)

CONTRIBUTION OF SREE NARAYANA COLLEGE OF EDUCATION Around 20 students of Sree Narayana College of Education went to Chendamangalam for training to make Chekkutty dolls. The students came back to College and conducted a workshop on doll making for all students. The students of Sree Narayana College of Education made maximum number of dolls, sold it to the staff, students and the public. The money collected was donated to the weavers. 2.The staff and students collected a good amount for flood relief which was handed over to the Chief Minister's Flood relief fund by the 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/Best%20practice%20-%202018-2019_20210816044610.docx

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

1. CLEANING WORKS AFTER THE FLOOD, 2018 Kerala witness the worst flood in August, 2018. There was very severe rainfall in Kerala on August 15, 16 and 17 that year which resulted in flooding, water logging in low areas and landslides in high ranges. Sree Narayana College of Education is situated on the banks of River Muvattupuzha. So many houses in the nearby areas including that of staff and students of Sree Narayana College of Education were very much affected. The flood destroyed properties and agriculture worth hundreds of crores and took hundreds of lives. The state undertook a massive cleaning program after the devastating flood. People from all walks of life joined the cleaning works after the disaster. Students and staff of Sree Narayana College of Education also joined the public, collected a fund and procured necessary materials like brooms, cloths, antiseptic liquids, disinfectants etc and cleaned many houses. 2.The staff and students also collected a good amount for flood relief which was handed over to the Chief Minister's Flood relief fund by the Management

Provide the weblink of the institution

http://sncem.org/uploads/topmenu/CLEANING%20WORKS%20AFTER%20THE%20FLOOD-2018.%20August_20210816045230.docx

8.Future Plans of Actions for Next Academic Year

FUTURE PLANS 2018-'19 1. Publishing students' articles in national or international journals. 2. Check the condition of the computers in the Computer Lab and take action to either repair or replace them. 3.Maintenance of the college building 4.Conducting skill development programmes for teaching and non teaching staff 5.Publication of a research journal 6.Conducting National and International Seminars. 7.Publishing research abstracts based on MED dissertations . 8.Increasing the number of reference books in the library.

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