



YEARLY STATUS REPORT - 2021-2022

Part A		
Data of the Institution		
1.Name of the Institution	Pazhassi Raja NSS College, Mattanur	
• Name of the Head of the institution	Prof. (Dr.) Rajesh R	
• Designation	Principal	
• Does the institution function from its own campus?	Yes	
• Phone no./Alternate phone no.	04902471253	
• Mobile no	9961320446	
• Registered e-mail	iqacprnss@gmail.com	
• Alternate e-mail	prnsscollege@yahoo.com	
• Address	Mattanur College P O, Mattanur, Kannur-670702	
• City/Town	Mattanur	
• State/UT	Kerala	
• Pin Code	670702	
2.Institutional status		
• Affiliated /Constituent	Affiliated	

• Type of Institution	Co-education				
• Location	Urban				
• Financial Status	UGC 2f and 12 (B)				
• Name of the Affiliating University	Kannur University, Kannur				
• Name of the IQAC Coordinator	Dr. R K Biju				
• Phone No.	04902471747				
• Alternate phone No.	04602997615				
• Mobile	9447484615				
• IQAC e-mail address	iqacprnss@gmail.com				
• Alternate Email address	satheeshprnss@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.prnsscollege.ac.in/iqac/aqar-report				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.prnsscollege.ac.in/academics/academic-calendar				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.62	2010	04/09/2010	03/09/2015
Cycle 2	B+	2.62	2017	30/10/2017	29/10/2022
6.Date of Establishment of IQAC	11/06/2009				
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
History	KCHR-Seminar	KCHR	2021	33600
Plant Science	Bhoomithrasena	DECC	2022	25000
Zoology	Urjakiran	CEI	2022	14500
PRNSS College	Physically Handicaped Scholarship	DCE	2022	16000
National Service Scheme	Stitching Allowance	NCC	2022	13960

8. Whether composition of IQAC as per latest NAAC guidelines	Yes
<ul style="list-style-type: none"> Upload latest notification of formation of IQAC 	View File
9.No. of IQAC meetings held during the year	5
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
11. Significant contributions made by IQAC during the current year (maximum five bullets)	
Academic and administrative audit conducted. Submitted Institutional Data AISHE Prepare and Submit AQAR Conducted Programme to enrich Stakeholders Orientation to freshers Submitted Institutional Data for NIRF Conducted Training programme for Academic and Administrative Staff	
12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year	
Plan of Action	Achievements/Outcomes

Infrastructure development initiative	improved the infrastructure through the RUSA work
Introduce new diploma/Certificate/value added courses	Conducted certificate courses in the departments
Build environment consciousness	Observed the Environment Day
Promote academic enrichment activities	conducted programmes to teaching and non teaching staff to enrich the content.
Celebration of important National/International Days	Departments, NCC, NSS, concerned forums celebrates National/International Days
Strengthen extension and outreach activities	Significant contribution done by NSS and NCC units in COVID related activities and other outreach programmes

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
College Council	05/06/2023

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021-2022	31/01/2023

15. Multidisciplinary / interdisciplinary

The college right now follows a curriculum and syllabus that is in tandem with the policies of the NEP. For example, common course for second semester like "Readings on Nature", exclusively explores and elaborates on the importance of environmental education. Similarly the current common course offered in fourth semester titled "Readings on Philosophy of Knowledge" addresses the themes of interdisciplinary and multidisciplinary approaches and their significance in the educational system. Moreover the course titled "Methodology of Humanities" followed by second semester B.A. English students discusses the definition, development and distinction of the relationship between humanities and science.

The college has always provided opportunities for the students to pursue value added courses like DCA under CCEK apart from various certificate courses offered by the different

departments in the college. Moreover, open courses offered during the fifth semester also provides the students a wonderful opportunity to go beyond the conventional patterns/course structure, where students pursuing science stream get an opportunity to learn humanities and vice-versa.

The College has plans to adopt flexible and innovative curricula that includes credit based courses and projects in the areas like community development and service, environmental education, and value based education like Yoga Training so as to deliver quality education that contributes significantly to the totality of life experience.

16.Academic bank of credits (ABC):

Kannur University to which our college is affiliated is in the process of adopting NEP and implementing the Academic Bank of Credits. All students joining in the college are directed to register in the Academic Bank of Credits soon after their admission. ABC allows the students multiple entry and exit options. It enables students' mobility across Higher Education institutions. The College is prepared to follow the principle of distributed and flexible teaching-learning that allows a student to learn according to her convenience, drop education midway and pick it up again as per their choice and convenience. The college is prepared to implement the Academic Bank of Credit as per the guidelines of UGC and Kannur University. Students are encouraged to enroll and successfully complete courses through online platforms such as Swayam, Coursera etc. to enrich their learning experience. Currently, they can earn extra credits through activities such as NSS, NCC, sports and fine arts.

17.Skill development:

The institution caters to the overall development of the students by providing various seminars, exhibitions, and add on courses. Most of the departments in the college conduct different add on courses for the students of the college to enhance their knowledge spectrum.

In order to develop the overall physical, emotional and mental development of the students the Department of Physical Education of our college is providing Certificate Course in Yoga. Where as to enhance the knowledge of the students interested in agriculture, the Department of Botany is conducting a Certificate Course in Organic farming and Bio-pesticides. For students interested in photography, the English Department is conducting a Certificate Course in Photography. While for students interested in fine arts, the Malayalam Department is providing a Certificate Course in Classical Dance Forms – Theory and Practice. To cater to the students who have aspiration in scientific research, they are introduced into it through the Certificate Course in Research theory and Techniques conducted by the Department of Zoology. To enhance the vocational skill of the students the Department of Hindi is providing a Certificate Course in Translation Theory and Practice. Similarly, the students interested in History and

Archology can do a Certificate Course in Archival Studies conducted by the Department of History in this college. To enrich the vocational aims of the education the Department of Economics is providing a Certificate Course in Travel and Tourism for students interested in the field of Travel and Tourism. The Chemistry Department provides a Certificate Course in Water Quality – Laboratory Methods, which enables students to measure the quality of water used for different purposes in our day to day life. While the Department of Physics introduces students to various solar energy devices through a Certificate Course in Introduction to Solar Energy Devices. The Department of Mathematics provides a Certificate Course in Vedic Mathematics for students interested in Indian knowledge systems. The Commerce Department of the college provides students a vocational course in taxation titled a Certificate Course in Tax Practice.

The students interested in any one of these courses can join the course and study, irrespective of the discipline of their degree course. All these certificate courses provided by various departments is sure to cater to needs of the students and they are in alignment with National Skills Qualifications Framework. Actually these courses promote vocational interests and are support factor to the mainstream education.

The institution also have various students organisations that inculcate values of citizenship, democracy, discipline, public service, life skills etc. These organisations include NCC, NSS, Youth Red Cross Unit, and College Union. These organisations along with various departmental organisations help in building social skills and Character development along with their own projected aims. The experts form various files are brought in programs of these organisations and classes are given to students to equip them with noble service and aims.

The various departments in the college conduct seminars and workshops in which experts in different subject areas are brought to invited talks, and this help students in updating the latest trends in the field of their subject.

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

The college has always taken the essence of Indian Traditional Knowledge into its stride through which students are exposed to the need and importance of preserving and imbibing Indian traditional knowledge related to science, philosophy, mathematics, linguistics, literature, music and other art forms. We believe in Integrating Indian Knowledge System and the essence of our culture into our teaching along with the knowledge of their course curriculum. In the din and bustle of the globalised world, knowledge of our tradition and culture provides self-realisation and self motivation.

The college has the Language departments in (i) Hindi (ii) Malayalam and (iii) English and all these departments offer full programmes or courses in different programmes which deal with

Indian Languages, Culture, Knowledge System amongst other topics. There are specific papers about Indian aesthetics and critical theories transacted as part of B.A. Hindi programme. The B.A. English programme contains an exclusive paper on Indian Writings in English. The college offers B.A. History programme in both English and Malayalam Medium and students are encouraged to write the university exams in both languages. Life and contributions of various great historical figures of Kerala are incorporated into the Common English Courses in the first semester and is transacted to all students in the college. Students also gets a glimpse of the tradition of Indian knowledge systems and philosophical explications of texts like *Ramayana* as part of the fourth semester Common English Course.

In addition to these departments, the faculty members of the college have taken greater interest and research work in areas like Yoga training and *Mohiniyattam* to help students in develop understanding about our traditional ethos. The Music Club in the college commemorates legendary singers of various national and regional languages. Every year International Yoga Day is celebrated with the participation of students, teachers and non-teaching staff of the college on the 21st of June. Every year the college union organises a college level cultural fest titled "Swaralaya" to encourage and nourish the various talents in regional literature and arts, where students of the college participate in items like Carnatic music, Bharatanatyam, Kuchipudi. Drama in Malayalam, Hindi and Kannada languages are also performed by students as part of this fest.

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

Our institution understands the significance and relevance of Outcome Based Education in the twenty first century. Outcomes anticipated at the end of a successful programme can be a mixture of knowledge, skills, abilities, attitudes and understanding that a student will accomplish after a successful engagement with the course. In this institution, the programme outcomes and course outcomes are clearly detailed as part of the orientation programmes conducted by the respective departments from time to time.

Instead of following the conventional system of education where the focus is on teachers' inputs and presume that learning has occurred, approaches like project-based learning, experiential learning, group discussions, brainstorming, role plays, field-based learning like visits to industrial units, research labs, conducting educational tours are promoted by the college. Students are given a wider academic and educational atmosphere through such approaches.

As part of the steps to transform the curriculum towards OBE, the college has increased the number of certificate courses offered over the years. In the case of such courses, learning objective is the teacher's purpose for creating and teaching a course and the learning outcomes could be verified by

adopting multiple ways like time-constrained tests, open book tests, problem based, assignments, practical assignment reports, portfolios, case-study, presentations, viva-voce interviews, peer and self-assessment etc.

All programmes offered in the college has either project based learning or field-based learning like visits to industrial units during the sixth semester and the outcome is assessed through viva-voce interviews and practical examinations. The institution has plans to offer advanced outcome based programmes and follow innovative methods in transaction and evaluation of the programmes to ensure effective and quality output.

20.Distance education/online education:

In view of the NEP 2020, the college has taken initiations to integrate distance and online modes of education to the academic system. Faster internet connections and wi-fi facilities are ensured at the department level to boost online modes of interaction for academic and official purposes.

The college recognises the relevance and importance of online mode of learning in the future. The faculty members of the college have been using online platforms like google meet and google classroom for online classes and assignments effectively which helped to manage academic expectations during the times of covid pandemic. Some of the teachers have also undergone trainings to use various LMS like MOODLE. Webinars, Invited Lectures and Workshops organised using online platforms have benefitted students and helped in getting acclimatised with the blended learning mode. The college acts as a centre for continuing education and offer DCA Courses to students of the locale. The college encourages and promotes using online mode for department level meetings, vacation classes etc.

Extended Profile

1.Programme

1.1

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

414

File Description

Documents

Data Template

[View File](#)

2.Student

2.1

Number of students during the year

1352

File Description

Documents

Institutional Data in Prescribed Format		View File
2.2		
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year		90
File Description	Documents	
Data Template	View File	
2.3		
Number of outgoing/ final year students during the year		464
File Description	Documents	
Data Template	View File	
3.Academic		
3.1		
Number of full time teachers during the year		61
File Description	Documents	
Data Template	View File	
3.2		
Number of sanctioned posts during the year		0
File Description	Documents	
Data Template	No File Uploaded	
4.Institution		
4.1		
Total number of Classrooms and Seminar halls		50
4.2		
Total expenditure excluding salary during the year (INR in lakhs)		20.04
4.3		
Total number of computers on campus for academic purposes		40

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

PRNSS College, Mattanur Under Graduate and Post Graduate Programmes under the Semester system in the choice based credit mode. Since the College is affiliated with the University of Kannur, it adheres to the general curricular framework prescribed by the university. The College prepares an Academic Calendar in tune with the University norms for effective curriculum delivery. As part of academic enrichment, various department level programmes are conducted in collaboration with the clubs functioning under each department. The college has a well functioning library that caters to the diverse reading tastes of the students. As a part of ensuring effective curriculum delivery, there is a tutorial system in place wherein meetings are held once in every week. Use of ICT, online and offline methods like MOODLE, google classrooms, Peer teaching, Invited Lectures, National and international seminars are all encouraged as part of curriculum enrichment. To ensure that the teaching learning process is productive, feedback and the results are analyzed and remedial measures are implemented to help the students overcome their difficulties. In spite of being situated in a socially and economically remote area, the college aims at instilling confidence and positive competency in its students so that they are at par with other students across the nation.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

1. The institution prepared an academic calendar in tune with the general calendar prepared by the Kannur University.
2. With regard to admissions and examinations, the university calendar is strictly followed to ensure uniformity.
3. As a conscientious institution that always keeps an eye on student welfare, the academic calendar prepared by the college provides for the contingencies like an extension of dates of final admissions. Minor changes in the academic calendar if necessary are made. These changes are done in limited areas such as the conduct of internal examinations and date of submission of assignments etc are carried out in consultation with the college council and IQAC. But keeping these changes as minor as possible to adhere closely to the university academic calendar.
4. One instructional hour is dedicated to conducting the seminars as part of continuous evaluation. The faculty in charge makes it sure that the discussion after the seminar goes lively.

5. The academic monitoring committee ensures adherence to the prepared institutional academic calendar

6. Continuous evaluation is a serious component of the academic calendar. The internal examinations, seminars, and projects are properly scheduled and CIE results are prepared and published in time. Students were enough time to register grievances and the internal evaluation results are submitted to the university after addressing all the grievances.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	https://www.prnsscollege.ac.in/academics/academic-calendar

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

A. All of the above

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

1.2 - Academic Flexibility

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

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

12

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

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

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

12

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

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

663

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

1.3 - Curriculum Enrichment

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

Core values that mould professional ethics, gender sensitisation, human values and environmental awareness are transacted as part of the university syllabus. The college has an effective tutorial system in place, whereby students are given timely instructions to improve their performance inside and outside the classroom. The faculty members of the college have attended short term courses on "Human Rights and RTI Act" and "Disaster Management and Climate Change" conducted by UGC-HRDC, Kannur University. Students pay frequent visits to nearby old age homes and orphanages, which helps in imbibing human values. The NCC and NSS Units of the college are involved in philanthropic activities like building homes to the poor, organising blood donation camps, donating books to children of tribal school. Students of the college volunteered and served as part of the "Covid Warriors" group formed by State NSS Cell during the times of corona. The college has active bodies like Nature Club, Green Audit Cell, Bhoomitrasena Club that help students imbibe the spirit of nature, environment and eco-friendly

lifestyle. Common Courses like "Readings on Kerala", "Readings on Nature", "Readings on Gender", "Readings on Democracy and Secularism" are offered to all students during the First, Second and Third Semesters as part of the syllabus.

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

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

10

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

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

443

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	Nil

Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

460

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

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

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

81

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

2.2 - Catering to Student Diversity

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

Our college is situated in a rural area of Kannur district. Most of the students admitted in our college are coming from rural villages. The college is very much aware that their overall growth will result in the upliftment of the rural society.

Our college has a fair system of admission process. The students are admitted as per the government rules and regulations, so the students from different section of the society are admitted in our institution. After admission process, we conduct a bridge course

among our newcomers, to understand their current knowledge and skills, and also to link them with our system.

Strategies for identifying slow learners and advance learners

Slow and advance learners are identified with the help of tutors. The following data are used by tutors for this purpose:

Marks in Plus Two Examination

Marks in unit test and internal examinations

Observation of Classroom behaviour

Personal interaction/guidance

Special Programme for slow learners

Peer Teaching

Remedial coaching

Individual counselling

Group discussion

Extra Library Books

Encouragement in co-curricular activities

SSP (Students Support Programme)

Special Programme for Advance learners

WWS (Walk With Scholar)

Student's Centric Seminars

Advanced learners are encouraged to enrol in MOOC Courses - Swayam

Motivation Programmes

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

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

Number of Students	Number of Teachers
1352	61

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

Our college provides diversified platform for students to develop their knowledge, skills, attitudes, and values to shape their behaviour in the correct manner. All the departments in our college conduct various innovative programmes that stimulate the creative ability of students. Students centric methods followed by our institution includes:

1 - Experiential Learning

1.1 - Project work

1.2 - Field Visits

1.3 - Industrial Visits

1.4 - Guest Lecture

2 - Participated Learning

2.1 - Group work

2.2 - Debates

2.3 - Teamwork

3 - ICT Enabled Learning

3.1 - ICT Enabled Teaching

3.2 - LMS

4 - Problem-solving Methodology

4.1 - Case studies

4.2 - Quizzes

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

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

The new Technological world demands new way of teaching to adapt with modern technologies prevailing in the market. We have a combined system of traditional mode of teaching and ICT-enabled teaching. The institution uses the following ICT tools.

ICT Tools

Desktop and Laptops**Projectors****Printers****Photocopier machines****Scanners****Smart Board**

Seminar Rooms- Two seminar halls are equipped with all digital facilities.

Online Classes through Zoom, Google Meet, Google Classroom

Use of ICT By Faculty

LMS

We have an open policy on LMS. Teachers can choose the LMS which they feel more comfortable so different LMS are used in our institution like MOODLE , GSUIT etc..

PowerPoint presentations-

Faculties are encouraged to use power-point presentations in their teaching by using LCD's and projectors.

Online quiz-

Faculties prepare online quiz for students with the help of Google Forms, Quizizz .etc

Video Conferencing-

Online live classes are provided with the help of Video conferencing Apps like Google Meet, Zoom etc.

Video lecture-

Recording of video lectures is made available to students for long-term learning and future referencing.

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

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

2.3.3.1 - Number of mentors

36

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

2.4 - Teacher Profile and Quality**2.4.1 - Number of full time teachers against sanctioned posts during the year****61**

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

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year****30**

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

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**2.4.3.1 - Total experience of full-time teachers****480**

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

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

The college has a transparent and robust evaluation process in terms of frequency and variety. The mechanism of internal assessment is communicated among students and parents at the time of their admission. Students who are admitted for the different courses are assessed continuously through various evaluation processes at the college and University levels.

Continuous evaluation is made through the following Process

Unit Tests

Internal Examinations

Assignments Submission

Viva

Seminars Presentation.

Unit tests are conducted regularly as per the schedule given in the academic calendar. The weightage for the unit tests varies as per the subject concerned. The performance of the students is displayed on the Notice board and communicated to the students.

For transparent and robust internal assessment, the following mechanisms are constituted:

Internal Examination Committee.

Question Paper Setting.

Conduct of Examination

Result display

Interaction with students regarding their internal assessment

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

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

The institution has a well-organized mechanism for redressal of examination-related grievances. A number of internal examinations are conducted in an academic year as the part of internal evaluation. Our institution strictly follows the guidelines and rules issued by the affiliating university while conducting internals.

Grievances related to college conducted examinations

At college level we have an internal examination grievances redressal committee that comprises a senior teacher as a convener

and other teaching staff as members. Students can approach the Teacher, HOD, Principal, Internal Examination Grievances Redressal Committee to redress the examination-related grievance.

The teacher distributes evaluated answer scripts to students, and clarifications and grievances. if required. are addressed by the teacher. The internal marks are displayed on the notice board. If any discrepancy is noticed by the students, the concerned teacher will resolve the discrepancy, and the necessary corrections will be made. If a student is not satisfied with the marks awarded even after it is resolved by the teacher, then he may represent the same to the HOD concerned. If still students are not satisfied with the decision, they can approach the Principal. The principal will forward the complaint to Internal Examination Grievances Redressal Committee.

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

2.6 - Student Performance and Learning Outcomes

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

Programme and course outcomes for all Programmes offered by the institution are communicated through the following means

College Website

Displayed in the Department

College hand book

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.pnsscollege.ac.in/public/img/downloads/COURSE
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The level of attainment of Program Outcomes and Course Outcomes are measured using various indicators throughout the semester of the academic year. The faculty records the performance of each student with the help of the specified course outcomes through a continuous evaluation process. The faculty provides home assignments to students, conducts internal tests, viva voce, projects etc. in order to assess the Programme Outcomes and Programme Specific outcomes attained by each student.

Some of the key indicators of measuring attainment are:

1. University Examination:
2. Internal Assessment:
3. Practical Assessment:
4. Result Analysis:
5. Placements:

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

2.6.3 - Pass percentage of Students during the year

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

287

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

2.7 - Student Satisfaction Survey

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

<http://www.cognitivewebsolutions.com/NSSCollegeMattannur/>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**0.24300**

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**3.1.2.1 - Number of teachers recognized as research guides****5**

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

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year**3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year****0**

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

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

The faculties of the college are motivated and are provided enough opportunities for persuing innovative research ideas. They are directed to apply for grants and pursue their research problems. Our college stands out in that even the under graduate students are provided with orienations about the research and innovation activities in the college. The faculties have been instrumental in building a positive, research- friendly and innovation- centric learning institution. The faculties are inspired about the opportunities and the facilities and are keen to create and

transfer knowledge and they publish their research findings regularly in top level research journals.

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

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

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

1

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

3.3 - Research Publications and Awards

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

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

5

File Description	Documents
URL to the research page on HEI website	https://prnsscollege.ac.in/forums/research-cell
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

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

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

21

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

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

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

39

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

3.4 - Extension Activities

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

The students of the college take up extension activities relevant to the community. The activities fall in to the categories like covid vaccine help desk for migrant labours , clean up programmes in Mattannur municipality, providing free language tuitions to the poor children of the nearby schools, and like. The overall outcome of such activities is two pronged, they provide service to the society and two , they learn themselves and get sensitized about the social issues.

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

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

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

6

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

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh

Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

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

24

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

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

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

10

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

3.5 - Collaboration

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

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

43

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

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

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

6

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

- The college has ample facilities which include adequate number of classrooms, laboratories, library, seminar halls, faculty rooms, girls' room, girls' friendly toilets, open air stage, and play grounds, medicinal garden and hostels.
- All the departments have computer with printer and FTTH internet connectivity
- Computer lab and administrative office are having LAN with internet connectivity. There are sufficient numbers of UPSs for ensuring power back up. Generators are also installed to ensure uninterrupted power supply in the campus.
- Department-wise labs and facilities available for academic and research activities

Physics

Silar coating unit

Kiethley SMU

Muffle furnace

Digital balances

Ultra sound cleaner

Magnetic stirrer

Chemistry

UV-Visible spectrophotometer,

Muffle furnace

Microwave Ovens (2Nos)

Air Ovens (2Nos)

Digital Potentiometer, Digital Conductivity meter, Digital PH meter, Digital colorimeter, Electronic balance , Electronic balance 3 digit, Electrical balance, Water analysis Kit, Magnetic stirrer, electric centrifuge, kipp's apparatus, Heating mantles, Water bath with stirrer

Zoology

PH meter, Colourimeter, Microtome, Incubator, Waterbath, Centrifuge, Trinocular Stereo microscope, Autoclave, Spectrophotometer, Refrigerator, Gas and stove, Laminar air flow cabinet, Gel electrophoresis unit

Botany

Digital PH meter, binocular microscope, Centrifuge, Hot Air oven , Autoclave, LCD projector

Common facilities

Computer lab

Pazhassi Seminar hall

Mannam Seminar Hall

E-class rooms

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

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

Students are provided with good infrastructural facilities for co-curricular and extra-curricular activities, including an auditorium and playgrounds. The cultural activities of the college organized by the College Union.

Facilities for extra- curricular activities available in the college.

Open auditorium

Two seminar halls

Playground,

Two Volleyball court,

kho-kho court

Hand ball court

Basket ball Court

Gymnasium

Common facilities

Student co-operative store

Canteen

Post office

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

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

4

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

33.67

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The Library is fully automated with Grandha Software. The Specifications are given below.

Name of the Software : Grandha-ILMS Software

nature of automation: Fully autmated

Version : 3.1

Year of automation : 2010

Upadated in 2023

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	A. Any 4 or more of the above
--	--------------------------------------

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

0.55

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

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

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

50

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

4.3 - IT Infrastructure

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

Teachers use ICT resources for their teaching via Google Classroom, Google Meet, PowerPoint/beamer presentations, virtual lab, video demonstrations, virtual dissection demonstrations etc.

Teachers are also encouraged to prepare e-content of their lecture notes and question papers (internal examinations) and upload them to the website.

Teachers are also using Google Forms for collecting data for AISHE, NIRF, IQAC, socio-economic surveys, Feedback

- Institution frequently monitored the IT facility in the campus.
- LAN facility : LAN facility is available in our college office and computer lab.
- FTTH internet connectivity is available in all the departments and IQAC room
- Licensed Software: Majority of our computers are loaded with licensed software.
- Spent money for the maintenance of systems and printers.

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

4.3.2 - Number of Computers

74

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

4.3.3 - Bandwidth of internet connection in the Institution

B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded

Details of available bandwidth of internet connection in the Institution	No File Uploaded
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4.4 - Maintenance of Campus Infrastructure

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

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

53.97

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

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

The college's general policy is to attain the best outcomes in the academic field through efficient and scientific utilisation of the resources, facilities, and amenities of the college. Procurement, upgradation, maintenance and replacement of equipment and support facilities are properly monitored by a three-tier committee system at management, college and department levels. Maintaining updated stock registers is the first requirement as per this policy. Such stock registers are cross checked and verified on an inter departmental basis. Once the stock registers are updated, HoD's and teachers in charge are to report the required repairs and maintenance works to the College Principal who will present them in the College Council with a detailed accompanying budget. The council will prepare a priority list and send to the Management for sanctioning of funds. Work plans are prepared depending on the nature of works and also on the nature of funds and other resources available. Committees consisting of teaching and nonteaching staff are formed for supervising the conduct of maintenance works.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year**5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year****1017**

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

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year**5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year****36**

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

A. All of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

130

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

70

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

A. All of the above

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

5.2 - Student Progression**5.2.1 - Number of placement of outgoing students during the year****5.2.1.1 - Number of outgoing students placed during the year**

3

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

Details of student placement during the year (Data Template)		View File
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5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

124

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

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

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

2

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

5.3 - Student Participation and Activities

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

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

41

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

Students' contribution to the academic and administrative activities of the institution are ensured through their representation in various committees like IQAC, Anti Ragging committee, Anti ragging squad, NSS advisory board, Book club, Tourism club, Nature club, arts forum, hostel committees (men and women) .

Every year the Student Council/College Union is constituted as per the Kannur University statutes, and the Union is affiliated to the Kannur University Union. The office bearers are elected through parliamentary mode of election. The Principal of the college is the President, and the other office bearers are the Chairperson, Vice Chairperson, the Secretary, the Joint Secretary, two Counselors to the University Union, the Fine Arts Secretary, the Editor , the General Captain, The vice chairpersonship and joint secretaryship are reserved for women. The College Union aims to train the students in the duties, responsibilities and rights of citizenship, to promote opportunities for the development of character, leadership, efficiency, knowledge and spirit of service, to organize debates, seminars, sports and arts events, and other cultural, educational and recreational activities to work for the general welfare of the students. Activities to promote the spirit of fellowship and selfless service among the students are regularly organized by the Union.

File Description	Documents
Paste link for additional information	https://prnsscollege.ac.in/forums/college-union
Upload any additional information	No File Uploaded

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

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

264

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

5.4 - Alumni Engagement

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

There is no registered Alumni Association in the College. But all the Department Alumni are actively functioning in the College.

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

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

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Our college has the vision and mission as below and the governance of the institution is reflective of and in tune with the same.

Vision

To Excel in Quality and to Ensure Equity in the Field of Higher Education

To Excel in Quality and to Ensure Equity in the Field of Higher Education

Mission

- To cater to the needs and aspirations of higher education in a just and equitable manner.
- To produce and disseminate critical knowledge and scientific wisdom.
- To fulfill the pedagogic needs of the region.
- To recognise and promote latent talents and special skill of students.
- To consistently aim for quality and uncompromised enquiry.
- To uphold democratic and multicultural values as the basis of higher education.
- To serve the national vision and aspirations from a regional platform.

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

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

Decentralization: The NSS management has a well-structured educational system and works with a long-term vision in enhancing the quality of the educational institutions under its management.

The principal leads the institution with the assistance of the College Council. The college council frames academic policies and programs based on the existing rules and regulations. The Principal with the approval of the college council incorporates the plans into the institutional plan. The HODs take a lead role in the administration of the department. Major responsibility to implement those plans is entrusted to the HODs who execute them with the cooperation of members of the department. The council nominates the members to various committees. The IQAC plays a key role in formulating and implementing quality enhancement measures. It designs the college academic calendar and also schedules the curricular activities.

The research committee coordinates the research activities of faculty and students. The library advisory committee formulates the rules and regulations of the library in tune with the prevailing rules of the University and government. The tutorial committee monitors the tutorial classes conducted by tutors of each class and gives directions for their effective implementation. The internal assessment committee redresses the grievances of students on internal evaluation.

The Principal is the administrative head of the institution and monitors the administrative work. Permanent committees like the Grievance redressal cell, Election Committee, Admission Committee, Anti-ragging and ethics committee, Discipline and Student Affairs Committee, and Purchase Committee support the administrative functioning.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Following Quality improvement strategies are adopted by the institution

Industry Interaction / Collaboration

The Entrepreneurship Development Club of the institution makes regular visits to industries. Study tours / industrial visits are

carried out to provide practical experience to the students. Students are given opportunities to meet and interact with the practitioners in order to bridge the gap between theory and practice and provide hands-on experience and exposure to industry/agency culture.

Admission of Student

The college meticulously follows the admission criteria laid down by Kannur University and has a legitimate and well-organized procedure for admitting first-year UG and PG students through their Centralized Admission Process (CAP). The admission is conducted through a single window system. The admission nodal officer of the college monitors the admission process in tune with the procedural formalities of the University. A committee of all HODs monitors the admission procedure.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The Principal coordinates the academic and administrative activities as per the instructions of the NSS central committee. The college has a statutory council headed by the Principal and represented by HODs, two elected representatives of teachers, the superintendent of the administrative office, and the librarian. The Council meets at regular intervals to plan and review the functioning of the college. The college-level programs are organized by various cells and forums as per the recommendations of the college council. IQAC ensures the excellence of the institution by the enhancement and sustenance of quality. The administrative functioning of the college is headed by the Principal with the help of administrative staff. The college office is fully automated. Salary of teaching and non-teaching staff is disbursed online by SPARK software of Govt. of Kerala. All correspondence to our higher authorities of the University, UGC, and government is through emails. Government/ University/ University orders and circulars are received through mail only. All types of administrative and academic reports to higher authorities are submitted online.

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

6.2.3 - Implementation of e-governance in areas of

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

1. The College has a canteen which provides breakfast, lunch, tea, and snacks at a subsidized rate. The College cooperative store provides stationery items at a subsidized rate. 2. PF, ESI, etc provide loan facilities for teaching and nonteaching staff without interest. 3.Casual Leave (CL)

4 Emergency Leave (XL)

5 Earned Leave (EL)

6 Vacations for Teaching and non-teaching staff

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

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

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

0

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

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

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

2

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

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

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

11

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

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

The performance of the faculty is evaluated based on academic and professional development, research contributions, and involvement in co-curricular activities are self-assessed by each teacher at the end of every academic year in the prescribed Annual Performance Appraisal Report (APAR) prescribed by the UGC regulation 2018. The submitted APAR is verified and assessed by the concerned head of the Department and it is approved by the principal. An annual academic audit is carried out at Department levels by subject experts from outside institutions. The assessment of teaching and learning processes and student satisfaction is carried out by collecting feedback from all the stakeholders of the College. The Internal Quality Assurance Cell

is to consolidate the data and intimate the teacher through the principal. In addition to this teachers maintain a work diary for mentioning all the academic activities systematically with the view of improving their performance.

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

6.4 - Financial Management and Resource Mobilization

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

Internal audit is done by the competent chartered accountant of NSS headquarters. External auditing is done by the Government agency's Deputy Director of Collegiate Education (DDCE) office, Kozhikode, and the Auditor General (AG) office, Thiruvananthapuram. Internal audit is done every year and audits by DDCE and AG's office are done on the retirement of a Principal or within two or three years whichever is the earliest. Audit of PTA fund generated internally is audited by faculty members of the commerce department.

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

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

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

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

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

The college, being a government-aided college, receives funds from agencies like UGC and RUSA, and also from the Management, PTA and grants and scholarships from State and Central government.

Utilization of Funds A purchase committee has been constituted to monitor the optimum utilization of funds for various recurring and

non-recurring expenses. The purchase committee seeks quotations from vendors for the purchase of equipment, computers, books, etc. The quotations are scrutinized by the purchase committee before a final decision is made based on parameters like pricing, quality, terms of service, etc. based on the recommendation of this committee the

principal, ensure that the expenditure lies within the allotted

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

6.5 - Internal Quality Assurance System

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

The IQAC has immensely contributed to the implementation of quality assurance strategies in the institution. The details are given below

IQAC meets regularly to discuss, suggest, evaluate, and implement quality enrichment initiatives.

IQAC organizes various academic and training programs

IQAC prepares- Annual Quality Assurance Report (AQAR), Prepares Self-Study Reports of various accreditation bodies like NAAC, NIRF etc.

IQAC involves in connection with the preparation of the Annual Performance Assessment Report (APAR) for the Career Advancement Scheme (CAS) for teachers.

IQAC involves collecting feedback from all the Stakeholders, Action Taken Reports, and New Programmes as per National Missions and Govt. Policies

IQAC works on Improvement in the quality of teaching and research by regular inputs to all concerned based on feedback from students

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

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

The IQAC improves the teaching-learning process through standard academic practices, these academic practices include: Preparation of an academic Calendar, Preparation of Nominal roll and Attendance Sheets, Choice of Electives courses, Timetable

preparation, Mentor-Mentee distribution, Course Delivery (both online/offline class), Conduction of Seminar, Projects, Industrial visit, Setting up of question paper for model examination, Conduction of internal examinations and Evaluation of answer scripts and Invited Lectures, etc. The Academic Calendar is prepared before the beginning of every academic year and it is strictly followed. All the newly admitted students have to compulsorily attend the Orientation Programme organized by IQAC in which they are made aware of the uniqueness of the Education system, the teaching-learning process, the system of continuous evaluation, compulsory core courses, various co-curricular activities, discipline and culture of the Institute. The teaching-learning processes are reviewed, and improvements are implemented, based on the IQAC recommendations. Based on feedback received from all the stakeholders, various innovative activities and reforms were introduced.

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

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

B. Any 3 of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The institution has a majority of girl students. A gender sensitisation cell is functioning in the college, the prime motive of which is to promote gender equity. The cell is reconstituted in the beginning of every academic year. Orientation programme is conducted for the freshers during which the aims and objectives of gender sensitisation cell are elaborated.

The students council has a majority of girl students as representatives. College union elections are held in parliamentary mode where in 50 % of seats are reserved for girl students. The involvement of students in college union activities helps the students especially girls to be self confident.

The members of various forums and clubs functioning in the college are nominated maintaining gender equity.

A legal awareness class was conducted in connection with international women's day on 8-3-22 under the auspices of Economics department.

The women's cell organised an interactive session on 9-3-22 with Viji Penkoot, human right activist who had led the movement for the right for women employees in various shops and malls to sit during working hours

An awareness class and interactive session on Central Armed Police Forces was conducted on 21-2-22 especially to motivate girl students

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	1. security cameras installed

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	No File Uploaded

Any other relevant information	No File Uploaded
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7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Solid waste management:

Solid wastemanagement is done in collaboration with Mattannur municipality , The college has registered in Harithamithram app which is a state govt initiative for solid waste management. The Municipality collects segregated waste every month from the institution Separate bins maintained in class rooms, laboratories, staff rooms and college officeto seggregate plastic and non plastic waste at source and are centrally collected every week end Pipe composts maintained near every block to manage food waste Bio gas plant functioning to managefood waste from canteen and hostel

Liquid waste management: Waste water pits maintained

E-waste management: The institutions policy is to minimise e-waste by maintainance and upgradation of computers. The irreparable e-waste are collected and handed over to municipality
Bio medical waste management: Incinerators installed in girls toilets for effective disposal of sanitary napkins. Other dry biomedical waste materials are segregated and handed over to mattannur municipality

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	View File

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

C. Any 2 of the above

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

7.1.5 - Green campus initiatives include

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

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

C. Any 2 of the above

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

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

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

C. Any 2 of the above

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with

C. Any 2 of the above

ramps/lifts for easy access to classrooms. Disabled-friendly washrooms
Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

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

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

Celebration of fetivals: Festivals like Onam, Christmas,Holi,Ramzan are celebrated in the campus which inculcates values like love, unity and integrity among students and staff from diverse cultural, regional, linguistic, communal and socioeconomicbackgrounds Helping hands to needy : NCC and NSS volunteers pactively participated in charity work.These activities have highly motivated the students and helped in inculcating tolerance and harmony towards socioeconomic The NCC volunteers collected anddistributed food for needy at orphanaged, old age homes and hospitals.This initiative helped tosensitize the students to the socio-economic diversity prevailing in the society and also helped ininculcating a sense of love, care and sharing for the poor and downtrodden Celebration of reading day: Reading day was observed ,webinar and discussions held to sensitize thestudents to linguistic diversities

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

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

Republic day and Independence day celebrated

International Peace Day celebrated International day of older persons observed Blood donation camps organised

National science day celebrated -helps to develop scientific temper and critical thinking

World environment day celebrated - sapplings planted
Gandhijayanthi observed-

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

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

C. Any 2 of the above

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

Any other relevant information	No File Uploaded
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7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The institution celebrated / observed the following days of importance International Commemorative days World environment day 05-06-2021: Webinar on 'Biodiversity held- Planting of tree saplings - cleaning the premises International Yoga Day 21-06-2021: n Online Yoga Class - YOGA THON. One week online training on different asanas was conducted in continuation International Day against Drug Abuse 26-06-2021: Online interaction with Civil Excise Officer held , logo designing contest , essay writing competition, elocution competition conducted

International Doctors day 01-07-2021 World Nature Conservation Day. 28-07-2021 International youth Day 12-08-2021

National sports day: 29/08/2021 Onam celebration International Peace Day 21-09-2021

Ozone Day 16-09-2021 Gandhi Jayanthi: 2-10-2021

Christmas celebration World cancer Day 4-2-2022 International women's day 08-03-2022

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

7.2 - Best Practices

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

Best practice I • Title : Nurturing Environmental Consciousness •

Goal : To inculcate a sense of commitment and responsibility to protect the environment. and respect nature

The Context : In a campus sprawling across 105 acres, the need to preserve the fauna and flora, conservation of water, energy, soil etc. will guarantee the foundation for a sustainable environment.

The Practice : Institute has a Systematic waste disposal mechanism, Green Audit, and Biodiversity audit are conducted annually. Rs 10 lakhs is earmarked for the proposed solar power plant of 10KW under RUSA 2.0 Project.. Rainwater harvesting tanks , 'Butterfly', 'Medicinal Plant Garden' and 'Mango Germplasm' maintained in the campus.

Best Practice 2.Title :Fostering a culture of philanthropy •

Goal : The aim is to reinforce formal curricular transactions with service, extension and volunteering activities to make the learning process active, inclusive and socially oriented. •

The Context :Orientation towards voluntary activity aimed at social service is necessary for the students to understand the social relevance of content being taught in class rooms.

The Practice: Student volunteers participated in various extension activities like covid response, helping the needy during lockdown, ,building home for homeless, visiting old age homes etc.

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

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

Envisioned by the illustrious leader, social reformer, and great educationist Padmabooshan Sri. Mannathu Padmanabhan and named after the great patriot, Sri. Kerala Varma Pazhassi Raja, Pazhassi Raja N.S.S. College which began as a junior college in 1964. , is now one of the most prominent among the several educational institutions of Nair Service Society (N.S.S), This College is the fulfillment of the long cherished aspirations of the socially and educationally backward people on the eastern provinces of Kannur district. During the initial period of its establishment this was the only higher education institution that accomplished its vision of fulfilling the requirements of higher education of the people in the neighbouring villages. True to its vision, the college aims at ensuring equity by providing quality education to students from diverse socioeconomic backgrounds. Catering to the pedagogic needs and objectives of the region, our equitable educational system seeks to redress the socioeconomic inequalities and to ensure social inclusion and socioeconomic mobility. In addition to academic achievements, the college has a unique reputation in arts, sports and games. The college has been making its mark in the University, InterUniversity Youth Festivals, University Inter University sports and games tournaments for several years.

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

7.3.2 - Plan of action for the next academic year**1. Enhance ICT enabled teaching learning activities**

2. Improve research facilities by procuring fund from various agencies
3. Start incubation centre for skill development
4. Conduct more placement drives in the campus