

INSTITUTIONAL ASSESSMENT AND ACCREDITATION (Effective from July 2017)

Accreditation - (Cycle - 3)

PEER TEAM REPORT ON INSTITUTIONAL ACCREDITATION OF SREE SANKARA COLLEGE

Kalady Kerala 683574

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL An Autonomous Institution of the University Grants Commission P.O. Box No. 1075, Nagarbhavi, Bengaluru - 560 072, INDIA

Section I:GENERAL INFORMA	TION	
1.Name & Address of the institution:	SREE SANKARA COLLEGE Kalady Kerala 683574	
2.Year of Establishment	1953	
3.Current Academic Activities at the Institution(Numbers):		
Faculties/Schools:		
Departments/Centres:	17	
Programmes/Course offered:	31	
Permanent Faculty Members:	85	
Permanent Support Staff:	32	
Students:	2138	
4.Three major features in the institutional Context (Asperceived by the Peer Team):	 Catering to the students from rural area, and socially, economically weaker section of the society Aided co-education College with around 66 % girls students Imparting skill based education (B. Voc) under Deen Dayal Upadhyay KAUSHAL Scheme of UGC 	
5.Dates of visit of the Peer Team (A detailed visit schedule may be included as Annexure): 6.Composition of Peer Team	From: 17-09-2018 To: 18-09-2018	
which undertook the on site visit:		
	Name	Designation & Organisation Name
Chairperson	DR. THIRUVASAGAM GANAPATHY	Vice Chancellor, AMET University
Member Co-ordinator:	DR. MAHENDRA SHIRSAT	Professor, Department of Electroncs Dr Babasaheb Ambedkar Marathwada Univesity Aurangabad
Member:	DR. SHIVA VARAN SHUKLA	
NAAC Co - ordinator:	DR. A.V. PRASAD	

Section II: CRITERION WISE ANALYSIS

Observations (Strengths and/or Weaknesses) on each qualitative metrices of the key Indicator under the respective criterion(This will be a qualitative analysis of descriptive nature aimed at critical analysis presenting strength and weakness of HEI under each criteria)

Criterion1 - Curricular Aspects (Key Indicator and Qualitative Metrices(QlM) in Criterion1)			
1.1	Curricular Planning and Implementation		
1.1.1	The institution ensures effective curriculum delivery through a well planned and documented		
QlM	process		
1.2	Academic Flexibility		
1.3	Curriculum Enrichment		
1.3.1	Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability,		
QlM	Human Values and Professional Ethics into the Curriculum		
1.4	Feedback System		

Qualitative analysis of Criterion 1

The college was established in the year 1953 by Swamy Agamananda, a social reformer and a foresighted scholar of Sri Ramakrishna Advaita Ashram. It is located in a rural area of Kerala and providing higher education to the socially and financially weaker students. The College has 17 Departments to offer 18 programmes at the degree level, 09 at PG level and 04 at Ph D level

The College Council with the support of the IQAC, which includes the teachers -in -charge of all departments, structures the broad plan for the academic year in tune with the Academic calendar of the university. The IQAC monitors the curriculum delivery. As per the academic plan of the department for the programme, the class work, the assignments, the seminars, surprise tests and periodical tests are organized by the college.

Teachers of the college have served as members of the board of studies of the university in different disciplines during last five years.

Workshops, exhibitions, competitions, debates, quiz and poster presentations are organized by the college. The interactive sessions with eminent scholars are also organized. Various teaching-learning aids like models, charts, smart boards and LCD projectors are used by the teachers.

The College has established 13 MOUs and 42 Linkages with various academic institutions that enable students of various departments to do their project and internship work. In addition, yearly visits of student groups to factories, botanical gardens, zoological parks, and other institutions enrich the learning experience of the students.

College ensures the curriculum enrichment by incorporating Cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the curriculum. However, more systematic efforts need to be initiated by the colleges to address these issues comprehensively.

Criterion	2 - Teaching-learning and Evaluation (Key Indicator and Qualitative Metrices(QlM) in Criterion2)
2.1	Student Enrollment and Profile
2.2	Catering to Student Diversity
2.2.1	The institution assesses the learning levels of the students, after admission and organises special
QlM	programs for advanced learners and slow learners
2.3	Teaching- Learning Process
2.3.1	Student centric methods, such as experiential learning, participative learning and problem solving
QlM	methodologies are used for enhancing learning experiences
2.3.4	Innovation and creativity in teaching-learning
QlM	
2.4	Teacher Profile and Quality
2.5	Evaluation Process and Reforms
2.5.1	Reforms in Continuous Internal Evaluation(CIE) system at the institutional level
QlM	
2.5.2	Mechanism of internal assessment is transparent and robust in terms of frequency and variety
QlM	
2.5.3	Mechanism to deal with examination related grievances is transparent, time-bound and efficient
QlM	
2.5.4	The institution adheres to the academic calendar for the conduct of CIE
QlM	
2.6	Student Performance and Learning Outcomes
2.6.1	Program outcomes, program specific outcomes and course outcomes for all programs offered by
QlM	the Institution are stated and displayed on website and communicated to teachers and students
2.6.2	Attainment of program outcomes, program specific outcomes and course outcomes are evaluated
QlM	by the institution
2.7	Student Satisfaction Survey

The admissions for the Undergraduate and Postgraduate programmes are processed by the affiliating university through a single window system – Centralized Allotment Process (CAP).

The college has conducted a class test, after commencement of classes to assess the comprehension ability, general awareness and based on the results, the advanced learners and slow learners are identified. However, this process may be strengthened further.

Some of the Departments viz The departments of Statistics, Commerce, Microbiology, Hindi, Sanskrit, and Economics have conducted Bridge courses. College offers certificate and diploma programmes to enhance the employability of the students.

The slow learners are brought under the purview of 'Scholar Support Programme' (SSP), a scheme launched by the Government of Kerala. Moreover, the slow learners are given special attention and remedial programmes are arranged.

The advanced learners are brought under the purview of 'Walk With Scholar' (WWS) scheme. Moreover, these students are assigned individual investigatory projects / assignments to enrich their academic acumen. They are also encouraged to present papers in National and International level seminars.

The college promotes student centric environment through interactive lectures and appropriate strategies have been adopted by faculty to cater to diverse needs, and the introduction of new methods of teaching. The Chalk and Talk method is supplemented with the use of Audio-Visual aids, digital resources, seminar presentations by students, quizzes etc. Moreover, the participatory teaching learning activities are conducted by various departments through a series of activities such as developing team work, organizational skills, leadership qualities, financial management and enhancing their resourcefulness etc.

Faculty members of the college are taking efforts to update their teaching and evaluation methods. College provides opportunity to the faculty members to participate in Orientation, refresher and training programmes which help them to acquire innovative teaching and evaluation methods.

The college follows the evaluation process of affiliating university which is described in the College Calendar. The answer scripts of internal class tests/assignments are returned to the students. Students have the freedom to express grievances if any regarding the marks accorded. Internal evaluation grade sheets are published on the departmental notice boards and kept in the department for further reference. Re-examinations are conducted for absentees in internal examinations by the teacher's concerned. Class wise Parent Teacher meetings are held after the internal examinations.

The college has a Students Grievance Redressal Cell as prescribed by affiliating university. The college prepares academic calendar in the beginning of each academic year and all academic activities are implemented accordingly.

Program outcomes, program specific outcomes and course outcomes for all offered programs may be stated, displayed on website and communicated to teachers and students. Moreover, its attainment methodology may be developed.

Criterion3 - Research, Innovations and Extension (Key Indicator and Qualitative Metrices(QlM) in		
Criterion3)		
3.1	Resource Mobilization for Research	
3.2	Innovation Ecosystem	
3.2.1	Institution has created an ecosystem for innovations including incubation centre and other	
QlM	initiatives for creation and transfer of knowledge	
3.3	Research Publications and Awards	
3.4	Extension Activities	
3.4.1	Extension activities in the neighbourhood community in terms of impact and sensitising students	
QlM	to social issues and holistic development during the last five years	
3.5	Collaboration	

The college has established Innovation Centre which is a joint venture with Adi Shankara Institute of Engineering and Technology. Every year BOOT camps are conducted in collaboration with NASSCOM, Kerala Start-up Mission and Red FM for promoting innovations among the students. Awards are given in various categories such as best project, project design, socially relevant project etc. Some of the projects have reached to an application level leading to start-up firms. Few students from the college have won the awards for their innovations. The college has created an ecosystem to promote innovative ideas of students and faculty members. The Post graduate students of most of the science departments have undertaken research projects and presented their research outcomes in various national conferences. The students of Department of Physics have selected for Ph D programme in overseas university.

The college has designed certain programmes to promote institution-neighbourhood-community network such as Geriatric care programmes Vermi-composting, cleaning in and around campus, and waste management practices. Several public awareness programmes such as Rallies, street plays, poster presentations and special lectures on issues such as atrocities against women, ragging, use of plastics, environmental pollution and AIDS are regularly organized by the college. Similarly exhibitions for revealing the significance of scientific temper and environmental awareness, virtuous living and merits of ancient thought evident in literature and paintings are organized by the college.

Workshop on basic self-defence training and skill development courses in fashion designing, soft toy making and bag making have been organized by the college. The college has also organized several extension activities and outreach programmes such as blood Donation camps, folk art performances, field survey, awareness of medicinal plants, cleaning the campus and surroundings, organic farming, awareness of ancient scripts and manuscripts, short films for motivating the student community to address the specific issues of society, blood stem cell donation awareness camp and donor registry preparation, visit to orphanages and old age homes, donating study materials and dress to the deprived, street plays etc during last five years. Percentage of students participation in extension activities may be enhanced by providing them some incentives.

Criterion4 - Infrastructure and Learning Resources (Key Indicator and Qualitative Metrices(QlM) in		
Criterion4		
4.1	Physical Facilities	
4.1.1	The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories,	
QlM	computing equipment, etc.	
4.1.2	The institution has adequate facilities for sports, games (indoor, outdoor),gymnasium, yoga centre	
QlM	etc., and cultural activities	
4.2	Library as a Learning Resource	
4.2.1	Library is automated using Integrated Library Management System (ILMS)	
QlM		
4.2.2	Collection of rare books, manuscripts, special reports or any other knowledge resources for library	
QlM	enrichment	
4.3	IT Infrastructure	
4.3.1	Institution frequently updates its IT facilities including Wi-Fi	
QlM		
4.4	Maintenance of Campus Infrastructure	
4.4.2	There are established systems and procedures for maintaining and utilizing physical, academic	
QlM	and support facilities - laboratory, library, sports complex, computers, classrooms etc.	

The College has adequate infrastructure to facilitate teaching learning process. The College has 17.59 acres of land and the built up area is 10000 sq meters. There are 76 classrooms 02 seminar halls, 36 laboratories, 04 computer laboratories, library, and administrative block.

The college has active Physical Education Department to look after the sports activities.

The college has adequate sports facilities such as 200 m-5 lane track with jumping pit, football/multipurpose playground, indoor stadium, table tennis board, judo facilities, multi gymnasium, basketball court, volley ball court, ball/shuttle badminton courts etc. This has helped the students to win the medals at National levels in Judo, boxing and body building.

The college has auditorium which can accommodate 1500 persons for organizing academic and cultural events.

College has partially automated library with plinth area of 370 square metres which includes a reading room. The library has computers, broad band internet connection, photocopy facility and scanner. Internet access is provided through Ten Terminals to students and staff.

Library has collection of 3160 text books, 48837 reference books and 71 journals with computerized catalogue. Some departments have a departmental library. The college has 160 computers catering to the computing needs of the students and staff. This includes four computer laboratories each connected via LAN and provided with wireless internet connectivity. Apart from this all the departments, library, IQAC office and the College office also have computing facilities.

The Department of Sanskrit has a Collection of over 7000 folios which have been preserved well and digitization of the same is under process which may be financially supported by the college.

The entire campus of the college is connected through LAN with 14 MBPS bandwidth. Every department is provided with WiFi access via 18 access points. Each department is provided with a LCD projector, which is fixed permanently in a classroom. One of the Seminar hall is provided with an interactive smart board, while the other seminar hall is provided with a fixed LCD projector.

The college office has been linked through LAN and connected to internet server by OFC from first of January 2018. The service and Payroll details of each staff are linked to the State Government Service and Payroll Repository (SPARK) maintained with the Directorate of Treasury, Government of Kerala.

The college ensure optimum utilization of existing infrastructure development through Planning Forum and IQAC. Maintenance and repair of the infrastructure, especially building and land is done by out sourcing and the progress is monitored by the lab committee.

Budget allocation for augmentation and maintenance of physical and technical infrastructure may be made available by the college.

Criterion5 - Student Support and Progression (Key Indicator and Qualitative Metrices(QlM) in Criterion5)		
5.1	Student Support	
5.2	Student Progression	
5.3	Student Participation and Activities	
5.3.2	Presence of an active Student Council & representation of students on academic & administrative	
QlM	bodies/committees of the institution	
5.4	Alumni Engagement	
5.4.1	The Alumni Association/Chapters (registered and functional) contributes significantly to the	
QlM	development of the institution through financial and non financial means during the last five years	

The college has created a platform for the active participation of the students in academic and administrative bodies. The College has an active Student Union. The Students union is formed with elected representatives. Every year the students of the college elect their representatives. Student union conducts large number of student oriented programmes which are monitored by the Staff Advisor and the Principal. Some of the committees and the clubs namely Science Club, Red Ribbon Club, Entrepreneurship Club etc are functioning well.

Alumni Association of the college is established in 2005. Various activities such as organizing talks by eminent persons, honouring rank holders have been organized by the association.

Many Alumni of the college are holding responsible positions in various reputed organizations and most of them are well connected to the college. Alumni association has contributed in several development activities such as renovation of stage of the auditorium, endowments and prizes for the deserving students on merit basis, purchase of furniture, fans, water coolers, writing boards, LCD projectors, construction of two wheeler parking space etc.

Alumni association has organized various academic activities which includes special lectures, workshops and seminars.

College may take efforts to have formal registration of Alumni Association.

Criterio	n6 - Governance, Leadership and Management (Key Indicator and Qualitative Metrices(QlM) in		
Criterio	n6)		
6.1	Institutional Vision and Leadership		
6.1.1	The governance of the institution is reflective of an effective leadership in tune with the vision		
QlM	and mission of the institution		
6.1.2	The institution practices decentralization and participative management		
QlM			
6.2	Strategy Development and Deployment		
6.2.1	Perspective/Strategic plan and Deployment documents are available in the institution		
QlM			
6.2.2	Organizational structure of the institution including governing body, administrative setup, and		
QlM	functions of various bodies, service rules, procedures, recruitment, promotional policies as well as		
	grievance redressal mechanism		
6.2.4	Effectiveness of various bodies/cells/committees is evident through minutes of meetings and		
QlM	implementation of their resolutions		
6.3	Faculty Empowerment Strategies		
6.3.1	The institution has effective welfare measures for teaching and non-teaching staff		
QlM			
6.3.5	Institution has Performance Appraisal System for teaching and non-teaching staff		
QlM			
6.4	Financial Management and Resource Mobilization		
6.4.1	Institution conducts internal and external financial audits regularly		
QlM			
6.4.3	Institutional strategies for mobilisation of funds and the optimal utilisation of resources		
QlM			
6.5	Internal Quality Assurance System		
6.5.1	Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the		
QlM	quality assurance strategies and processes		
6.5.2	The institution reviews its teaching learning process, structures & methodologies of operations		
QlM	and learning outcomes at periodic intervals through IQAC set up as per norms		
6.5.5	Incremental improvements made during the preceding five years (in case of first cycle)		
QlM			
	Post accreditation quality initiatives (second and subsequent cycles)		

The college has clearly stated its vision, mission statements and prepared perspective plan for overall development. The college activities are in tune with its vision and mission statements. The college promote participation of teachers and students in decision making process. All academic and administrative activities of the college are planned and monitored by college council through IQAC.

College has constituted various committees such as IQAC, planning & development committee, academic committee, examination committee etc having adequate representation of the staff members and students.

The college has prepared strategic plan for overall academic development by identifying the demand of the region and initiated vocational courses to improve the student outcome.
Board of Directors governs the college and the Principal of the college is ex-officio member of Board of Directors.
The college follows the statutes of the university and government rules in the regular appointment of the teaching and the non-teaching staff.
A Grievance Redressal Cell for the employees has been constituted in the college in 1998. Various committees constituted by the college organizes their meeting regularly for effective dissemination of policies.
The college ensures effective implementation of welfare measures such as pension, medical and other aids instituted by the Government. College Staff Co-operative Society—caters to the financial well-being of the members of the staff. It mobilizes the savings of teachers and non-teaching staff. It also provides loans such as education loan, personal loan to all staff members of the college. However, college may initiate some welfare schemes such as financial help for medical emergency, exemption in tution fees of wards of the college employees and—financial assistance for attending conferences for staff members from its corpus fund.
The college has a self-appraisal method to evaluate the performance of teaching staff. However, college may develop formal mechanism for evaluation of the performance of non-teaching staff as well.
The college conduct regular internal and external financial audits. Internal auditing is carried out by the registered FCA appointed by the management and external auditing is carried out by auditors from the directorate of Collegiate education, Government of Kerala and office of the Accountant General of Kerala. Audit objections are addresses regularly. Transparency in all financial transactions may be maintained by the college and Audited statements may be displayed on the college website to enhance the credibility.
The college mobilize the funding from following resources such as UGC, Govt of Kerala and fees collected from self-finance courses.

IQAC is established in the College in the year 2005. IQAC has played proactive role to ensure quality in teaching –learning, research & extension and administration of the College. The college has noticeable incremental improvement during last five years such as DST-FIST and SARD grants to the various departments, initiation of B. Voc programme etc. However, few recommendations of last peer team are still to be implemented. Similarly in order to ensure quality enhancement a structured mechanism may be developed by IQAC for collection of feedback from all stakeholders its analysis and action taken. Moreover, efforts may be initiated by the IQAC to participate in NIRF and ISO to follow the quality procedure.

The academic and administrative audit may be conducted by the College at least once in a year.

Criterion	7 - Institutional Values and Best Practices (Key Indicator and Qualitative Metrices(QlM) in				
Criterion	7)				
7.1	Institutional Values and Social Responsibilities				
7.1.2					
QlM					
	1. Institution shows gender sensitivity in providing facilities such as:				
	1. Safety and Security				
	2. Counselling				
	3. Common Room				
7.1.5	Waste Management steps including:				
QlM	Solid waste management				
	Liquid waste management				
	E-waste management				
7.1.6	Rain water harvesting structures and utilization in the campus				
QlM					
7.1.7	Green Practices				
QlM	Students, staff using				
	a) Bicycles				
	b) Public Transport				
	c) Pedestrian friendly roads				
	Plastic-free campus				
	Paperless office				
	Green landscaping with trees and plants				
7.1.18	Institution organizes national festivals and birth / death anniversaries of the great Indian				
QlM	personalities				
7.1.19	The institution maintains complete transparency in its financial, academic, administrative and				
QlM	auxiliary functions				
7.2	Best Practices				
7.2.1	Describe at least two institutional best practices (as per NAAC Format)				
QlM	In all the districtions and Districtions are				
7.3	Institutional Distinctiveness				
7.3.1	Describe/Explain the performance of the institution in one area distinctive to its vision, priority				
QlM	and thrust				

The college has active counselling centre for women, "Sakhi" which was established in the academic year 2006-07. Various women empowerment activities such as life skill and employment skill development, sex education and reproductive health awareness, legal provisions for protecting and empowering women, role of women in protecting natural environment, awareness on cyber-crime and its legal provisions are organized by

the college.
The college emphasises on the importance of all-round development of women for the betterment of society. Various activities on safety and social security, counselling have been organized.
The college has established system for waste management (Solid waste management, Liquid waste management, E-waste management). As an initiative of Bhoomitrasena Club, the college has installed a biogas plant to process the biodegradable wastes. Vermicomposting is carried out for efficient solid waste management.
The College has rain water harvesting system. However, it may be strengthened further.
The college regularly organizes various activities of green initiatives through various clubs and departments. Some of the activities are plastic free campus, green landscaping with trees and plants, paperless office, encouraging students and staff to use bicycles, public transport, pedestrian friendly roads etc.
The college organizes several programmes on national festivals such as Independence Day, Republic Day and observed the Birth and Death anniversaries of the great Indian personalities.
In addition, the college observes International Yoga day, Science day, Mathematics day, Sanskrit day, Hindi day, etc.
The college ensures in maintaining complete transparency in academic, administrative & auxiliary functions. However, transparency in financial transactions may be maintained.
The Colleges has two best practices namely i) Renaissance ii) Agamananda Study Circle and has noticeable evidences in terms of measurable outcomes.

The college named after the great Saint and philosopher Jagadguru Adi Sankaracharya and has the vision to perpetuate his memory and to nurture his birthplace as a cultural citadel which is distinct feature of this college. This is the only college on the state of Kerala which has research centre in the subject of Microbiology which is another distinct feature of the college.

Section III:OVERALL ANALYSISbased on Institutional strengths. Weaknesses, Opportunities & Challenges (SWOC) (up to 500 words)

Strength

Institutional Strengths:

- Institution has perspective and visionary plan for next ten years.
- · Academic departments are funded by DST-FIST and SARD
- Adequate number of faculty members having Ph D and Post Doc experience.
- Committed teaching and administrative staff
- Vocational courses (B. Voc) for imparting skill based education
- Adequate options at undergraduate level
- The college has adopted student-centric teaching
- Good number extension activities towards development of local community
- The college is situated in eco-friendly atmosphere conducive to the holistic development of students
- Adequate technical infrastructure for innovative research
- Adequate physical infrastructure for academic, sports, co-curricular and extra-curricular activities
- Remarkable students' participation and performance in cultural and sports activities.

Institutional Weakness:

- Absence of structured mechanism for collection of feedback from stakeholders, its analysis and action taken
- Library is not fully automated
- Absence of fund allocation in regular budget for infrastructure augmentation and maintenance
- Absence of placement cell
- Academic and Administrative Audit (AAA) is still to be undertaken
- Non availability of Boys hostel

Institutional Opportunity:

- Having more than 60 years of successful existence with appreciable academic achievements, the college can become an Autonomous college for more academic and administrative improvements
- The college has the potential to upgrade many teaching departments to Research Centres
- The college has substantial scope for academic expansion
- Mobilization funds through various funding agencies
- Introduction of more UG and PG courses.
- More involvement of alumni association PTA for institutional development

Institutional Challenges:

- As the college is an affiliating institutions, less scope is there for improvement in some areas such as semester end examination, curricular reforms
- More number of UG departments hinders the up gradation of the same into research Departments
- Though institution has sufficient number of qualified teachers, the academic and funded research is minimally achieved.
- Social, economic and educational backwardness of the students
- Being a rural college, keeping pace with the rapid change and technological advancement in higher education is always challenging

Section IV:Recommendations for Quality Enhancement of the Institution

(Please limit to **ten major ones** and use telegraphic language) (It is not necessary to indicate all the ten bullets)

- More number of PG programmes may be initiated
- Intake capacity of all PG programme may be enhanced to accommodate more number of students
- Structured mechanism for identification of slow and advanced learners may be developed
- Efforts may be initiated by the College to make Library fully automated
- Budget allocation for augmentation and maintenance of physical infrastructure may be made by the college
- Academic and Administrative Audit (AAA) may be conducted by the College
- Hostel facility for Boys students may be made available and intake capacity of Girls hostel may be increased
- Placement cell may be established and more linkages with academic and research organizations / Industries may be explored
- Systematic efforts may be initiated by the college to increase the employability of the students of conventional courses
- Centre for Yoga may be established by the college
- Efforts may be made to upgrade the Department of Sanskrit as one of the Centers of Research of the college and avail the funding from various government agencies.
- Common room for girls students and Napkin vending machine may be made available
- Anti-ragging committee and committee against sexual harassment may be constituted as defined by the UGC and made functional effectively

I have gone through the observations of the Peer Team as mentioned in this report

Signature of the Head of the Institution

Seal of the Institution

Page 17/18 03-11-2018 10:44:32

Sl.No	Name		Signature with date
1	DR. THIRUVASAGAM GANAPATHY	Chairperson	
2	DR. MAHENDRA SHIRSAT	Member Co-ordinator	
3	DR. SHIVA VARAN SHUKLA	Member	
4	DR. A.V. PRASAD	NAAC Co - ordinator	

Place

Date