



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution	SANATANA DHARMA COLLEGE
Name of the head of the Institution	Dr. P. R. Unnikrishna Pillai
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	04772266704
Mobile no.	9447032816
Registered Email	sanatanamalp@gmail.com
Alternate Email	sanatanadharmacollegeprincipal@gmail.com
Address	Sanatanapuram (PO), Kalarcode , Alappuzha
City/Town	Alappuzha
State/UT	Kerala
Pincode	688003

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Semi-urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr. C. Krishnakumar
Phone no/Alternate Phone no.	04772269350
Mobile no.	9562569125
Registered Email	iqac@sdcollege.in
Alternate Email	krishnakumarsdc@gmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	http://www.sdcollege.in
4. Whether Academic Calendar prepared during the year	No

5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
3	A+	3.53	2017	19-Jul-2017	18-Jul-2022
2	A	3.14	2011	27-Mar-2011	26-Mar-2016
1	Four Star	74	2000	20-Sep-2000	19-Sep-2005

6. Date of Establishment of IQAC	01-Mar-2005
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Moodle training programme	25-Mar-2019 1	36
Training programme on	16-Oct-2018	29

facilities under Kerala university online portal	1	
Merit day	20-Jul-2018 1	106

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
S D College	SARD	KSCSTE	2014 1460	2809000
S D College	FIST	DST	2015 1095	1000000
PRIYA R	KERALA WOMENS COMMISSION	KERALA WOMENS COMMISSION	2018 730	25000
DR. G NAGENDRA PRABHU	BIODIVERSITY COMMISSION CONSERVATION	Kerala Biotechnology Commission	2018 548	400000
DR. JOSE MATHEW	Biodiversity Board, Kerala	Biodiversity Board, Kerala	2018 90	268000
DR. G NAGENDRA PRABHU	KSCSTE	KSCSTE	2018 365	450000
DR. G NAGENDRA PRABHU	KSCSTE	KSCSTE	2018 545	250000

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

Yes

Upload latest notification of formation of IQAC

[View Link](#)

10. Number of IQAC meetings held during the year :

6

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

Yes

Upload the minutes of meeting and action taken report

[View Uploaded File](#)

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

No

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

Reconstituted IQAC

Constituted Equal Opportunity Cell

Moodle Training Programme for Faculty

Collected, Compiled and Analysed Feedback from Students, Parents and Alumni.

Hosted National Level DST-FIST interaction meet.

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

Plan of Action	Achivements/Outcomes
? Encouraged staff to submit research projects and MoUs	Faculty members submitted research projects and entered into MoU with National and International agencies.
? Recommended to renovate office	Management initiated the renovation process
? Visit of Manager to Departments	Interaction with the faculty on quality enhancement measures to be implemented in college. Several requirements from various departments.
? Shortage of permanent teaching faculty was brought to the notice of the Management	Three permanent faculty members were appointed in Botany, Chemistry and Economics
? Steps were initiated to participate in NIRF	Registered for NIRF-2019 on 28.09.2018
? Suggested to install CCTV surveillance system to monitor the campus	The need was communicated to the Management and the proposal was accepted. Management directed the Principal to initiate further action in this regard.
? Decided to constitute Equal Opportunity Cell	Constituted the Cell with two staff members, one staff member as Coordinator (Dr.S.R.Rajesh, Department of Physics), a parent and a physically disabled student.
? Measures to improve quality	Teachers were encouraged to participate in Refresher/Workshops/Short term courses - 40 faculty members participated in nearly 70 quality improvement programmes. Decided to continue Student Support Programme(SSP) for the weaker students and Walk With

Scholar (WWS) programme to meritorious students. Teachers were encouraged to take additional classes for slow learners.

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body

Meeting Date

College Council

19-Feb-2021

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2019

Date of Submission

10-Dec-2019

17. Does the Institution have Management Information System ?

No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

An affiliated college under the University of Kerala, Sanatana Dharma College adheres to the curriculum prescribed by the University. The implementation of the curriculum is planned and materialized in tune with the academic calendar of the University of Kerala. Modifications to the calendar as per contextual requirements are made at the College level at the beginning of every academic year. The loss of working days is compensated through special classes on Saturdays and through additional sessions in the morning and evening. Portions are allotted among faculty members on the basis of specialization and interest in the respective fields. Multiple approaches are combined in the transaction of the curriculum. In addition to the "chalk and talk" method, powerpoint presentations, practical sessions, project work, field visits and industrial visits are used to ensure an optimal transaction of the curriculum. Learner involvement in teaching-learning is ensured through student seminar presentations, assignments, project work etc. done under the guidance of faculty members. Student presentations and projects are subject to timely and strict evaluation under the Continuous Evaluation system. Practical work in laboratories is supervised by teachers at the ratio of 1:18. Laboratory work is accompanied by proper guidance in the documentation of practical work and preparation of records. Interdisciplinary project work is encouraged both at

the UG and PG levels. Maximum utilization of library and internet resources is ensured by mentors. At the PG level, students are given the freedom to choose their own area of research for the project work. This helps them develop an individual perspective on the discipline as a whole and identify areas with high prospects for future research. Class tests and quiz programmes are carried out during every semester for the purpose of continuous evaluation. The CLMC (College Level Monitoring Committee) ensures that the curriculum is covered in time and internal evaluation is conducted in a transparent manner. Internal evaluation marks are ratified by the students, the class teacher, Head of the Department and the Principal before being sent to the University. Apart from regular teaching, learning and evaluation, the institution takes special measures to address the needs of slow learners and gifted students. Students with learning difficulties are identified immediately after admission through diagnostic tests and remedial sessions are arranged. Tutoring and mentoring is carried out to ensure effective learning. Funded programmes like Scholar Support Programme (meant for low performers) and Walk With the Scholar (meant for gifted students) are implemented effectively in the College for the benefit of target learners. While the Scholar Support Programme addresses the remedial needs of students, Walk With the Scholar programme provides an orientation towards higher studies, research and career opportunities. In addition to theoretical knowledge, practical skills, proficiency in communication, research aptitude and professional orientation is imparted to students through the curriculum transaction process.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

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

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NIL	Nil
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	NIL	Nil

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

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
NIL	Nil	Nil
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1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BCom	Finance	119
MCom	Finance	20
BSc	Physics	12
BA	Economics	49
BSc	Chemistry	44
MSc	Chemistry	13
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<p>Feedback on curriculum was obtained from students, teachers, parents, and the alumni. The feedback was analysed at the College level by the Principal and at the Departmental level by the Heads of the concerned departments. The suggestions and recommendations were summarised and passed on to the University Boards of Studies of various disciplines and the Academic Council of the University of Kerala through representatives in these bodies. The feedback was also used to enhance the process of curriculum transaction wherever necessary.</p>

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Hindi	41	710	41
BA	Economics	66	1010	66
BA	Communicative English	40	806	40
BA	English	53	876	53
BSc	Zoology	45	976	45
BSc	Physics	47	1112	47
BSc	Mathematics	61	1243	61
BSc	Microbiology	36	1100	36
BSc	Chemistry	47	1240	47
BSc	Botany	48	855	48

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1993	313	30	0	82

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
112	80	88	13	6	10

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

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

Student mentoring activities aim at motivating and guiding students in the course of study ensuring personality and skill development and at helping them plan their future. A college level induction programme is organized for newly admitted students in order to prepare them for the challenges of college education. They are given a briefing on the Choice-Based Credit and Semester System and the learning resources available on campus (including lab facilities, library, INFLIBNET etc.). The faculty members of each department address their students on the first day of the course, guiding them on the curriculum, criteria of evaluation, co-curricular activities, general discipline, grievance redressal etc. Parents of fresh entrants are also addressed in this session. In Science departments, where lab work is an indispensable part of the course, students are acquainted with the lab support staff and given directions on the careful use of lab facilities. Awareness against ragging, sexual harassment and substance abuse is also imparted. Class tutors are in charge of the general mentoring of their classes. Group level mentoring by individual faculty members (mentors) is also practiced by select departments. Tutors/mentors develop an excellent rapport with the students and maintain a healthy relationship. General grievances of students are addressed promptly. Special care is taken to address the difficulties faced by girl students. The Women's Cell functions actively to ensure health, hygiene and well-being of female students on campus. Library membership is made compulsory for all students. Effective use of INFLIBNET and online library catalogue facility is encouraged. Diagnostic tests are administered to fresh entrants in order to identify their learning difficulties. Remedial classes and tutorial sessions are arranged on the basis of need. Students are enrolled in mentoring programmes like Scholar Support Programme (meant for low performers) and Walk With the Scholar (meant for gifted students). Students are encouraged to participate in co-curricular activities including sports, club activities, NCC, NSS and competitions (inside and outside the College). Talented students are prepared for art, literary and sports competitions under the leadership of faculty members and also under the aegis of various clubs and forums. Students who win laurels are appreciated. Endowment awards are instituted by the Departments for meritorious students at the UG and PG level. Students are prepared for competitive exams like NET, SET, GATE, JEST, JAM etc. UG students are encouraged to prepare for entrance examinations in order to secure admission in reputed national institutes. Proper orientation to higher studies and research is provided at the departmental level. Students are taken for field studies, lab visits and study tours under the guidance of faculty members. The publication of magazines and newsletters and the conduct of exhibitions and paper presentations by students are encouraged. Student volunteers are given an active role in the organization of activities on campus in order to instill effective team work and leadership qualities. The Career Guidance and Placement Cell organizes training and counseling sessions for final year students to help learners prepare for placement drives and keeps them updated on employment opportunities.

Number of students enrolled in the

Number of fulltime teachers

Mentor : Mentee Ratio

institution		
2306	112	1:21

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
112	83	29	26	62

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Dr. Jose Mathew	Assistant Professor	IDEA WILD Conservation Award ((Biodiversity Conservation Organization, USA)
2019	Lt. Anupama V.	Assistant Professor	Meritorious Achievement Award (Silver Medal) All India NCC Training Programme, Gwalior Training
2018	Dr S Ajayakumar	Assistant Professor	Research Guideship
2018	Dr Devi K Varma	Assistant Professor	Research guideship
2018	Lekshmi S	Assistant Professor	PhD Awarded
2018	Dr. G Nagendra Prabhu	Associate Professor	Best College Teacher in Kerala, Prof. Sivaprasad Foundation, Kollam

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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MSc	645	4	22/08/2019	18/11/2019
MSc	635	1	13/02/2019	16/07/2019
MA	590	3	20/02/2019	08/08/2019
MA	550	1	13/02/2019	16/07/2019
BA	130	6	26/03/2019	25/05/2019

BA	125	5	07/01/2019	20/05/2019
BA	115	4	05/07/2018	19/12/2018
BSc	245	3	23/01/2019	04/07/2019
BSc	230	2	09/08/2018	31/05/2019
BSc	220	1	16/11/2018	07/09/2019

[View Uploaded File](#)

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

Evaluation, being an indispensable component of the curriculum, is given much importance in the institution. Diagnostic, formative and summative forms of evaluation are used. Being affiliated to the University of Kerala, end semester examinations are conducted and evaluated at the University level. Formative (continuous) evaluation is done at the College level on the basis of University norms. The institution doesn't have the flexibility to incorporate large scale evaluation reforms. However effectiveness of continuous evaluation is ensured through specific guidelines. 20 percent marks per course for UG programmes and 25 percent marks per course for PG programmes are awarded through continuous evaluation. This is done on the basis of attendance, class room performance, internal tests and assignments/seminar presentations. Two sets of internal tests are administered for each semester from which the better individual score is considered for the tabulation of internal marks. Classroom quizzes are also used for evaluating attentiveness in classes. Punctuality in the submission of assignments and records, neatness, reference of external resource material and bibliographic citations are taken into account while allotting marks for assignments. Learners are encouraged to use power point slides in their seminar presentations. Confidence, clarity and logic in the organization of points, use of audiovisual aids etc. are considered in the evaluation of seminars. Listeners are encouraged to ask questions on the topic of discussion and special weightage is given for effective response to queries. Project is part of evaluation in the final semester for both UG and PG students. Project topics are selected and worked on as per the norms of the University. However ample flexibility is given in the choice of subject matter and research approach for project work. Project work is strictly monitored by faculty members. Faculty members give suggestions and guidance for the successful completion of projects. Learners are encouraged to choose topics according to future research prospects and interdisciplinary relevance. Interdisciplinary and critical approaches to the subject matter are encouraged. Practical work in science streams is done under the monitoring and guidance of faculty members. Proper documentation of practical work in the form of rough records is compulsory. Students are made to repeat and perfect their practical work after the evaluation of rough records. Final records are prepared on the basis of rough work and submitted on the stipulated date. Model exams and mock viva are conducted to prepare learners for the external practical exam and viva voce. Diagnostic evaluation is conducted by the respective departments immediately after the commencement of classes for fresh batches. Diagnostic tests are administered to fresh entrants in order to identify individual learning difficulties and areas of difficulty in the curriculum. Teaching - learning processes are planned accordingly. Remedial sessions are arranged for learners with difficulties in learning. Difficult areas in the curriculum are given special emphasis in classes. Tutoring and mentoring sessions are also arranged on the basis of diagnostic evaluation.

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

<http://sdcollege.in/academic-calendar.html>

2.6 – Student Performance and Learning Outcomes

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

<http://sdcollege.in/programme-outcomes.html/>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
245	BSc	Botany	44	32	72.7
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2.7 – Student Satisfaction Survey

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

<http://sdcollege.in/campus-surveys.html>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	730	Kerala Womens Commission	1	0.25
Major Projects	548	Kerala Biotechnology Commission	5	4
Minor Projects	90	Biodiversity Board, Kerala	3.15	2.68
Major Projects	365	KSCSTE	4.5	4.5
Minor Projects	545	KSCSTE	2.5	2.5
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Lecture Series: Fibers and Ribbons for Wearable Devices (In connection with Science Week)	PG Research Department of Physics	14/11/2018
Seminar on Wetland Ecology Photography Contest	PG Research Department of Botany	05/02/2019
Prospects and Dimensions	PG Research Department of	14/03/2019

of Ayurveda Medicinal Plants Exhibition	Chemistry, PG Research Department of Botany, ARYA VAIDYA SALA, KOTTAKKAL	
VALSALYAM-MATHRUBHASHA SEMINAR	PG Department of Malayalam Sanskrit	28/03/2019
Prof. R Ramavarma Thamburan Memorial Lecture	PG Department of Malayalam Sanskrit	20/02/2019
MALAYALA SAMAJA DHINAGHOSHAM	PG Department of Malayalam Sanskrit	20/03/2019
A one day workshop on "Analytical Techniques in Chemistry for Higher Secondary Students" (ATCHSS)	PG Research Department of Chemistry	19/01/2019
CHEM SAFE -19	PG Research Department of Chemistry	23/01/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
University I Rank	Fathima Nazar	University of Kerala	30/05/2019	University Level
University II Rank	Gopika Gopal	University of Kerala	30/05/2019	University Level
Best College Teacher	Dr. G. N. Prabhu	Prof. Sivaprasad Foundation, Kollam	18/06/2018	State Level
Best poster presentation	Sreekala C.G	Indian society of Mycology and Plant Pathology	18/11/2018	National
MCom S1, S2 Topper	SANGEETH SOMAN	Prof. P.M Thomas Endowment, Department of Commerce, SD College	01/12/2018	College Level
MCom S1, S2 Topper 2016-18	Jerry Thomas	Prof. P.M Thomas Endowment, Department of Commerce, SD College	01/12/2018	College Level
Gold Medal for securing Third rank in Kerala University B Com Examinations	Vishnu K V	B Com1970-73 Batch SD College Alappuzha	02/12/2018	University Level

2018				
Prof. C.K George Memorial Award	Jerry Thomas	PG Department of Commerce and Research Centre, SD college, Alappuzha	15/03/2019	College Level
KERALA STATE RENEWABLE ENERGY AWARD	SANATANA DHARMA COLLEGE	DEPARTMENT OF POWER, GOVERNMENT OF KERALA	28/02/2018	STATE LEVEL
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	Nil	Nil	Nil	Nil	Nil
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
Botany	1
Commerce	3

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Botany	2	1.07
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Mathematics	5
English	5
Physics	6
Hindi	3
Malayalam	13
Commerce	3
Botany	2
Zoology	1
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/

Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Reflux p retreatmen t-mediated sonication : A new universal route to obtain 2D quantum dots	Dr.Sreek anth J.Varma	Materials Today	2019	159	Sanatana Dharma College	3
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Reflux p retreatmen t-mediated sonication : A new universal route to obtain 2D quantum dots	Dr.Sreek anth J.Varma	Materials Today	2019	159	3	Sanatana Dharma College
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Resource persons	1	3	2	1
Presented papers	15	10	1	0
Attended/Semi nars/Workshops	3	7	14	10
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Traffic training class	NSS and Traffic Department, Alappuzha	2	22

Kuttanadinoru kaithangu	NSS and Mathrubhumi	2	10
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NCC C CERTIFICATE	C CERTIFICATE	NATIONAL CADET CORPS	10
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Flash mob	NSS and Alappuzha district Excise department	Flash mob	2	50
Quiz competition	NSS and Kerala state youth welfare board	Quiz competition	2	2
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NIL	Nil	Nil	Nil
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Training Centre	Commodity Derivative Training Centre	Securities Exchange Board of India	17/02/2019	31/12/2019	50
Internship Training	Internship training for BSc students for 15 days	PSG College of Arts and Science	16/05/2019	04/06/2019	4
Conducted, Madhava	Conducted, Madhava	S.P.College, PUNE, TIFR,	07/12/2018	07/12/2018	25

Mathematical Examination, National LEVEL	Mathematical Examination, National LEVEL	NBHM, MUMBAI		
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
M/s SMEG Labs Private Limited, Alappuzha	27/03/2018	Conduct of Competitive Examination Coaching	57
CERC-ATREE, Alleppey	29/05/2019	Transfer of Technology for pulp based products from aquatic weeds, providing training to selected women entrepreneurs from Muhamma Grama Panchayath etc. Training was provided to 10 women under the programme.	4
AFRICAN DEVELOPMENT AND FINANCIAL CONSULTANCY	09/04/2019	Technology transfer on value added products from aquatic weeds such as water hyacinth. Setting up a Centre for Research on Aquatic Resources in Kenya, conduct of training programmes for value addition of aquatic weeds etc	1
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
50	37.3

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added

Classrooms with Wi-Fi OR LAN	Newly Added
Class rooms	Newly Added
Video Centre	Newly Added
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
KOHA	Fully	16.11	2016
SOUL	Partially	1	2010

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	23268	Nil	9	7072	23277	7072
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
PRIYA R	IBM SPSS Reference	GOOGLE CLASS ROOM	06/10/2018
PRIYA R	ABC Costing	GOOGLE CLASS ROOM	07/03/2019
PRIYA R	ANSWERS	GOOGLE CLASS ROOM	17/10/2018
KRISHNAN M	INTERNATIONAL FINANCE MATERIALS	GOOGLE GROUPS FOR MCOM 2016-18	25/07/2018
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	157	1	0	0	0	0	13	2	0
Added	1	0	0	0	0	0	0	0	0
Total	158	1	0	0	0	0	13	2	0

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

2 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
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NIL

Nil

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
10	7.29	4	2.52

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

The college has well-established systems and procedures for maintaining and utilizing physical, academic and support facilities. The College management has appointed a liaison officer for understanding the infrastructure requirements of the college and for rectification of any glitches in the existing infrastructure on a regular basis. There are security personnel on duty, round the clock in the campus who ensure the safety and security of all estate and infrastructure and entry points etc. The campus has initiated CCTV surveillance system for the safety and security of the campus. The power requirements of the college are met by a fully functional solar system, wherein excess power generated in the campus is given to Kerala State Electricity Board. The proper and optimal use of electric lights/fans/projectors etc. is ensured. A full time electrician and a computer technician has been appointed by the management for the rectification of any complaints at the institutional level. The college has a fully functional co-operative society where in all subject books required for the students, stationery and photocopying facility are available. A pure vegetarian canteen facility is available within the campus for students and staff of the college. Sufficient cleaning/support staff are appointed for the upkeep of classrooms/seminar halls/rest rooms . Every year during the month of April and May, service of carpenters' are ensured for the maintenance of the furniture in class room and other areas within the campus.. The routine activities of the library are managed by the Librarian with the help of library assistants. The library is fully automated. All technical activities, catalogue and circulation are automated. The college has playgrounds which are utilised by staff and students to the maximum. The playgrounds, gymnasium and sports infrastructure are under the custody and monitoring of the faculty and coaches of the Physical Education Department and they strictly ensure that the same are properly maintained by students/staff. All computer labs are available to staff and students and they are fully occupied. Repair/ upgradation/ purchase of hardware/software are also taken care of by the computer technician. The internet/intranet/LAN facilities are also fully functional and are properly maintained and monitored by Librarian and the computer technician. Stationery requirements of the various departments are taken care by the centralized purchasing system in the administrative office. The college publishes annual calendar for students and staff where in all the facilities available in the campus are introduced. The various clubs and associations functioning in the college are detailed in the calendar for the use of students.

<http://sdcollege.in/facilities.html>

CRITERION V – STUDENT SUPPORT AND PROGRESSION**5.1 – Student Support**

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
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Financial Support from institution	Swasti	9	69600
Financial Support from Other Sources			
a) National	E grantz	1518	3100280
b)International	NIL	Nil	Nil
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Remedial Coaching	02/07/2018	259	Various Departments
Soft Skills Development	19/01/2019	80	WWS Career Guidance and Placement Cell
View File			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2018	Competitive Examination Coaching	58	Nil	3	2
View File					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
NIL	0	0	The Federal Bank Ltd (Non-Officer Cadre)	82	1
View File					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	22	B.com	P.G and Research Department of Commerce	ICAI Lekshya CA Institute FM Academy CMA Govt. College Ambalappuzha SD College Minerva College UIT Alappuzha,	CA, CMA, M.Com, MBA
View File					

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

Items	Number of students selected/ qualifying
NET	11
SET	6
Any Other	1
View File	

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

Activity	Level	Number of Participants
Elocution Competition	College	80
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	3rd prize in 110meter HURDLES in the Kerala Univerity Intercolle giate Atheletics Championsh ip	National	1	Nil	23512532 2444	Francis Joseph
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Sanatana Dharma College, a leading higher education, is aided by the Government of Kerala and affiliated to the University of Kerala. Admission procedures, academic and administrative decisions and the subsequent executions are adhered to by the college as per the rules, regulations and guidelines of the Government and University. The College seeks to maintain a student-friendly atmosphere wherein every student feels safe and important. This is evidently required for the best teaching - learning process to take place. In addition to this, students play an active role in the decision - making process of the college and the various activities undertaken are centered on the development of the learners. The college permits students to hold elections in a democratic manner for ensuring their representation/participation in the curricular, co-curricular, extra-curricular activities and social services. The student unions contest for the post of Chairman, Vice-Chairman, University Union Council (2), Lady Representatives (2), Sports Secretary, Arts Club, Magazine Editor, First, Second and Third Year Representatives, P.G. Representative and Department Association Secretary (for each department). The candidature is sanctioned to the students by considering the stipulations prescribed by the University and their general discipline. The student representatives of each department pool the common concerns/grievances of the students and take measures to redress them in the most diplomatic manner. Lady Representatives work proactively to address the issues of girl students. In collaboration with the Women's Cell, they hold various sessions focused towards women empowerment. The Students Union holds cultural programmes, arts and sports events for students to display their talents. The best performing students, after a selection procedure, are encouraged to participate in the International, National, State, Inter-University, University and Regional level competitions. The gender - equal student representation is a prime component in the administration and functioning of various Clubs and Forums. Students play active role in designing the activities of NCC and NSS which are oriented towards community services, thereby fostering social cognition and empathy in them.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Sanatana Dharma College has a registered Alumni Association since 1986. "Sanathana Dharma College Alumni Association" (SDCAA), which was formed and registered in the year 2016, succeeded the previous "S.D. College Old Students' Association". The registration number of the Association is ALP/TC/142/2016. There are 11 alumni associations at departmental level (one for each teaching departments) and 1 each for National Cadets Corp (NCC) and National Service Scheme (NSS). Sanathana Dharma College Alumni Association (SDCAA) is the supreme body under which the different associations function. However, the associations function in a de-centralized manner working, mission-focused, for the common good of students and general public. SDCAA has a President, Secretary and other Office Bearers. SDCAA and the subsidiary associations hold meetings to discuss, take decisions and implement activities intended for the betterment of the college and society. The alumni associations have instituted endowments and scholarships, in commemoration of former Teachers, to encourage the students of the college to learn and work hard.

5.4.2 – No. of enrolled Alumni:

4150

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

1055000

5.4.4 – Meetings/activities organized by Alumni Association :

The Alumni association initiated many activities for the year 2018-19, especially during the time of the Great Flood of 2018. The Mighty Commerce Alumni Association, along with the students of the college, were active in food preparation and distribution, collection of plastic waste and volunteering support for each and every good cause in the Flood Relief Camps. Apart from fundraising and financial donations, Mighty Commerce Alumni Association, in collaboration with various agencies, took part in the sourcing and distribution of notebooks, stationery, sanitary pads, first - aid kits and protective clothing. The association was also instrumental in the coordination and logistics management of sending relief materials to victims of the cyclone - Gaja - in Tamil Nadu. During the year, the association undertook its 'flagship' charity project of constructing a house to a differently - abled student of the department. The constructed house, named Snehaveedu, was gifted to him by the end of the year. The programmes of Economic Old Students' Association (EOSA) for the year started with Merit Day Celebrations. On the educational front, EOSA associated with Kerala Institute of Local Administration (KILA) to hold academic programmes which included a visit and a full day session at the latter's Head Office at Thrissur. The students were also introduced to a lecture session on Gender Budgeting during the year. The alumni association of National Service Scheme (NSS) conducted quiz competition for school students during the year. The college promotes alumni associations and their activities for the welfare of students and the public at large.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The institution has practiced decentralization and participative management since its inception. The growth and success of our institution is a result of the decentralization mechanism where every element of the system works towards a common goal - the vision of the institution. This is accomplished through various committees and bodies including the Management committee, Governing council, IQAC etc. Equal contribution from the Management (headed by the Manager), the Head of the institution - the Principal, teaching and nonteaching staff, students, PTA, the alumni and all other stakeholders shows the participative management system adopted. 1. The Management is keen on ensuring all the basic institutional requirements like the provision of essential infrastructural facilities, proper maintenance of the campus, regular monitoring of the waste management system etc. The Management also provides other facilities that will encourage the academic growth of the College including facilities for research, financial support for the conduct of programmes, financial aid to meritorious students etc. Regular meetings with the College staff are convened by the Management for providing necessary support. 2. The Principal ensures participative management in the college whereby the entire faculty is given equal opportunities. The distribution of duties among the staff is done equitably. The IQAC and the governing council support the Principal in taking policy decisions in administrative, academic as well as financial management of the College. 3. The teaching and non-teaching staff are included in various committees - statutory bodies or otherwise, like NCC, NSS, Career Guidance cell, UGC cell, Finance Committee, Academic Committee, Equal Opportunities Cell, Discipline Committee, Research Monitoring Committee, Women' Studies Cell, Purchase Committee, Co-curricular Committee etc. The charges given are assigned on a rotation basis so as to enable all staff to involve in the system. 4. Equal contributions are there from the students through the Students' Union as well as from student members of various

clubs and forums like NSS, NCC, Sports Club, Drama Club, ED Club, Health Club, Bhoomitrasena, Eco Club etc. This ensures both academic as well as non-academic growth of the beneficiaries. Moreover, working in these groups and social welfare committees of the institution helps in moulding socially responsible citizens. The institution thus ensures participative management at all levels right from planning to the implementation of policies.

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	Admission of students to the institution is as per single window system of the University of Kerala. The admission committee takes care of the admission procedures. Students are admitted to Management seats purely on the basis of merit. Reservation norms of Government are strictly followed in the College.
Industry Interaction / Collaboration	As a part of the curriculum, students are taken for industrial visits/ field visits every year. Apart from this, interaction programmes are arranged under several student support schemes. Industry based projects are encouraged. Under the aegis of the Career Guidance Placement Cell, students are provided with ample opportunities to attend training programmes as well as placement drives.
Human Resource Management	The college administration is carried out by the College Council and the IQAC under the able leadership of the Principal. All faculty members are given roles as coordinators of clubs and forums, whereby their active participation is ensured. All staff members are given ample opportunities to attend trainings, workshops and conferences. Staff associations for both teaching and non-teaching staff ensure healthy interaction and camaraderie among them.
Library, ICT and Physical Infrastructure / Instrumentation	The institution has a well stocked and automated library with high speed internet facility. Facilities to access e-books, e-journals and INFLIBNET are available. Special care is taken to add relevant books every year. ICT enabled teaching is promoted in the college. E-content is developed and uploaded in MOODLE. Apart from providing

infrastructural facilities, the faculty members are given chances to undergo training sessions on E-teaching learning. Using funds from the Management and external funding agencies, well equipped laboratories, language labs and similar facilities are maintained. The Management strives to provide infrastructural facilities needed for the overall growth of the institution. Well-maintained playgrounds are also set in the campus in view of the all round development of the student community. Ramps and user friendly washrooms are provided for the differently abled. Campus is partially WiFi- enabled. College canteen provides hygienic food at subsidised rates to students. Supply of purified drinking water is ensured through RO plants and water filters.

Research and Development

Measures are taken to promote a research culture among the faculty and students. The faculty members are given ample opportunities to enhance their career in research. Infrastructural facilities are provided by the Management for research in the institution as per the requirement. The College has six research departments and steps are being taken to upgrade all PG departments as Research Centres. The Research Monitoring Committee is instrumental in ensuring that research work is published on a regular basis. Moreover, collaborations with other research centres, universities as well as other organizations are promoted. Funded projects by faculty members are actively encouraged. Selected technologies are transferred to the public through the Community Training Centre in the college. External faculty members are allowed to use the college as research centre for obtaining guidship. Our own faculty are also encouraged to become research supervisors.

Examination and Evaluation

Regular assessment and evaluation is made as per the academic calendar of the University. Continuous evaluation is done on the basis of criteria including attendance, assignments and test papers. 20 marks for UG courses and 25 marks for PG courses are awarded through continuous evaluation. Continuous evaluation is carried out in

a fair and transparent manner with adequate provisions to address grievances at the Department and College levels. End semester examinations by the University of Kerala are administered in the College strictly as per norms. Besides, diagnostic tests are given to first year students in order to identify their learning levels. Remedial and mentoring sessions are organized as per the student needs identified.

Teaching and Learning

Innovative teaching methods and ICT enabled teaching system are put into practice. E-learning platforms such as MOODLE are encouraged by the college to a good extent. Implementation of MOODLE is a proof of this. Learners are given guidance for the effective completion of assignments using library and internet resources. As a support mechanism, remedial classes, mentoring, WWS, SSP, Career Guidance and several other student support programmes are implemented. Each year, a new best practice is adopted. Transparent and fair feedback system is also practiced at different levels. Measures are taken to promote research culture and to provide well-equipped research labs.

Curriculum Development

Being an affiliated college, the institution follows the curriculum prescribed by the University of Kerala. Faculty representation in the University level Boards of Studies enables the College to present its suggestions in syllabus designing, revision and examination-related matters. Faculty members from the College are active participants in syllabus revision workshops in different subjects at the University level. Feedback from faculty members recorded in these workshops and discussions is brought to the notice of University level bodies. These suggestions are taken into consideration at the implementation level.

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

E-governance area	Details
Administration	The administration is partially automated. The office maintains updated databank of students and faculty. Student scholarship, staff salary and the details of allowances are submitted

	online.
Student Admission and Support	Admission procedure is strictly as per University norms and is conducted through online application. Once admitted, students are given proper guidance on the CBCS system through an induction programme and registration of the students is done through online. The approval of the Government sponsored education grant of students is given through e-grants portal.
Examination	Being an affiliated institution, we abide by the rules and regulations of the University in the conduct of exams. Registration of students to examination is done online from the college. Hall tickets are downloaded from the university website. The details of student attendance and other required information are uploaded to the University website on each day of exam. Question papers for postgraduate examination are received in online mode.
Finance and Accounts	Salary and other perks of the staff are claimed through bill generation on SPARK (Service and Payroll Administrative Repository for Kerala).

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nil	NIL	Nil	Nil	Nil
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Mentoring of mentors	1	30/03/2019	30/03/2019	15	Nil
2019	MOODLE training	1	25/03/2019	25/03/2019	20	Nil
2019	MOODLE	1			9	Nil

	training		27/03/2019	27/03/2019		
2019	MOODLE training	1	28/03/2019	28/03/2019	7	Nil
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Orientation Course	1	20/06/2018	17/07/2018	28
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
3	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
SWASTI, Accident Insurance scheme by Govt.	SWASTI, Accident Insurance scheme by Govt.	SWASTI, Student Insurance Scheme of University

6.4 – Financial Management and Resource Mobilization

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

Proper financial audits are done every year. External audits for funds from the Government are done as per the stipulated procedure. Audits are done by Deputy Director of Collegiate Education and the Accounts General of Kerala. Funds spent for NSS are audited duly by the Chartered Accountant appointed by the University. Regular internal audit is also carried by the College Management. Financial procedures of NSS are also entered in PFMS as per the norms of the University.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
MANAGEMENT	11232363	Various academic, administrative, infrastructure and other running expenses
No file uploaded.		

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External	Internal
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	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	Yes	Nil
Administrative	No	Nil	Yes	Nil

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

1. PTA Provides financial support for the conduct of seminars, club activities etc. organised by the faculty and students. 2. Annual Awards are instituted for excellence in non-academic and academic activities for student and faculty. 3. Financial support for guest faculty in various departments where government financial support is not available.

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

NIL

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

1. Renovation of office has been initiated. 2. Registration for NIRF and similar ranking procedures. 3. Appointment of regular and approved Principal. 4. Applied for up-gradation of Physics department as Research Centre. 5. Equal Opportunity Cell was constituted.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	MOODLE TRAINING	25/03/2019	25/03/2019	25/03/2019	20
2019	MOODLE TRAINING	27/03/2019	27/03/2019	27/03/2019	9
2019	MOODLE TRAINING	28/03/2019	28/03/2019	28/03/2019	7
2019	MENTORING FOR MENTORS	30/03/2019	30/03/2019	30/03/2019	15
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Yoga Class	30/09/2019	30/09/2019	59	24
Positivity and Meditation	12/06/2018	12/06/2018	55	24

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

The college campus is a completely "Green Campus" in terms of power generation. The college has a solar power generating system of 40KW. Of the total power requirement of the campus, 44.2 are met by the solar power generating system. Solar lamps are installed in strategic locations in the campus. Our ladies hostel has installed a biogas plant to recycle kitchen waste and the Bio gas generated is used for cooking. College received the award for the best educational institution in alternate energy generation from Government of Kerala 2018. Research on wearable solar devices is also undertaken by our faculty. Rain water harvesting with a capacity of 50000 litres is established and the collected water is partially used for the newly built gent's toilet. Our campus is home to more than 50 different trees and 100 medicinal plants. NSS unit undertakes organic farming within the campus and the harvest is made available to the staff and students of the college for sale. On 5th June 2018, as part of the Environment Day celebration, 150 nos of tree saplings provided by the forest department were distributed to the students, staff and teachers. Campaign against plastics was conducted by NCC, NSS and other clubs functioning within the campus. Periodic collection and proper disposal of plastic waste is undertaken under the initiatives of NSS and Eco Club volunteers. Used papers were recycled to prepare paper pens and special value added products blended with water hyacinth pulp. The technology was indigenously developed by the center for research on aquatic resources of the college. Cloth bags, up cycled and recycled products are prepared by our students and sold through exhibitions organized by ED club and departments. Important days like world environment day, Ozone day, World health day etc. were celebrated during the year. Eco club and Bhoomithra Sena regularly organized, discussions, awareness programmes, debates and competitions at various levels. Water day was celebrated in the campus with a variety of activities such as poster and slogan making for creating awareness among students and staff about the need for conserving precious water resources. NSS volunteers conducted a waste management survey and awareness in association with the special Govt. funded project called CANALPY.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	2
Ramp/Rails	Yes	4
Rest Rooms	Yes	1
Scribes for examination	Yes	5
Any other similar facility	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	Nil	1	06/08/2018	32	Annam S anathanam	Food packet di	1602

tribution to the local community

[View File](#)

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

Title	Date of publication	Follow up(max 100 words)
College Academic Calender	01/06/2018	A handy guide to students, communicating about various courses offered by the institution and the details of faculty members, course time table etc
Labmanual for the method of recycling of chemicals and minimization usage of chemical	01/06/2018	The lab manual can give an awareness to reduce the consumption of chemicas and importance of possibility of recycling of chemicals and thus reduce chemical waste and waste disposal and allied pollution.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Yoga day	21/06/2018	21/06/2018	190

[View File](#)

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

The power requirements of the college are met through solar power plant and the excess power generated is transferred to Kerala State Electricity Board. The college maintains a clean campus and conducts campaign against plastic among students, staff and teachers. Training programmes are given to students to make cloth bags and paper pens from used paper. Food parcels from canteen are prepared using food grade papers. Two wheeler entry and parking is restricted near to the entry gate of the campus. Reuse of laboratory chemicals are promoted in chemistry lab. For this a special laboratory manual is prepared and distributed among students. On 5th June 2018, as part of the Environment Day celebration, 150 nos of tree saplings provided by the forest department were distributed to the students, staff and teachers. Management has started an initiative of re-wiring of electrical lines in a phased manner to reduce the power consumption in the college. Every year a carpenter is engaged to repair and re use damaged furniture in the college.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

The year 2018-2019 witnessed a plethora of activities oriented towards social commitment .The programmes were proven to be successful owing to the impact they created in and around S. D. College. The programmes are as follows. Best Practice I "Fostering Higher Secondary Students' interest in Basic Science" 1. Objectives of the Practice The aims of the practice are, • To enhance the

scientific temper and inquiry-based learning in students • To disseminate scientific education about the current issues of science and technology amongst the students and public. • To create an investigative mind in students which is an integral prerequisite to learn Science. • To up-skill and update the science talent and mathematical ability of Plus One students. • To provide exposure to laboratory techniques and advanced equipment. • To provides an opportunity for science aspirants to commune with the renowned scientists, visit research laboratories and to take part in seminars and lectures. • To fuel Plus One students interest in Science. • To give awareness on Career opportunities in Science. • To promote experiment based learning and and reading of Scientific literature.

2. The Context The present school education mainly focuses on preparation for professional courses such as Medicine and Engineering. In this context, it is very important to mould their aptitude and attitude towards pure and basic science which is very essential for nation building. Sastrapatham is a training programme jointly organized by the Samagra Shiksha Kerala and the Department of Higher Secondary Education to develop interest in Mathematics and Science among first year students doing Higher Secondary course. The team of S.D.College teachers has played a crucial role in the successful conduct of this programme in the district of Alappuzha. The Practice In order to cultivate interest in students and to develop a scientific bent of mind ,the Basic Sciences Departments of S. D. College have successfully carried out a variety of programmes. The Department of Chemistry, since 2017 has been arranging ATHSS (Analytical Techniques for Higher Secondary Students) Programme for higher secondary students to inspire the Higher Secondary science students to basic sciences. The teachers of S. D. College train the studens through providing enlightening lectures. Another successful initiative is the ZOOM programme from Zoology department -the combined effort of the students of graduate, postgraduate and research levels under the guidance of the faculty of Zoology department. The programme comprises of exhibitions of rare specimens, talks by eminent personalities, intra and intercollegiate competitions, film shows on zoological themes etc.. Higher secondary students from around the schools were given significant exposure through the programme. The Sastrapadham programme , a joint effort of SamagraShiksha Kerala and the Department of Higher Secondary Education, Kerala began in the academic year 2018-2019 and was planned to be conducted in each district of Kerala. S. D. College , being the premier institution of higher education under the University of Kerala, and being a forerunner in organizing programmes catering to the Higher Secondary students, has taken initiative in approaching the organizing departments of Sastrapadham to join hands with the programme. S. D. College was selected as one among the two colleges from Alappuzha District to conduct the programme. Sastrapatham is organized for - for Plus-One students from the higher secondary schools of Alleppey district. 50 students are selected for each camp . Each programme lasts for three days. The camp is in residential mode with 30 hours of activities . 5 groups are formed with 10 students in a group. Each group is mentored by a faculty member and a research scholar from the science department of the college. The camp has sessions on scientific awareness, history of science, biographies of scientists, and talks by experts on science. The students are exposed to lectures by eminent scientists from premier research and academic institutions on different areas of science and technology. They are allotted a mini project based on their choice of area. They are encouraged to present their project before the invited judges. The students perform hands on experiments in different laboratories under expert guidance. Field visit and nature awareness visits and visit to nearby research institutes are also arranged. Through library visits, students are given exposure to the world of scientific knowledge Panel discussion on science communication and scientific temper, and a visit to Central Coir Research Institute were also organized in connection with the programme. Students visited highly equipped labs at CCRI and familiarized with R D programs of Coir Board for the development of Coir

Industry. Nature walks were conducted along with these. 3. Evidence of Success

- From the collected feedback from students and mentors
- Five students were selected for state level camp and activities
- The programme was allotted to us in the subsequent year
- It was extended to the students of commerce stream.
- Changes in attitude towards basic sciences.
- Awareness about options other than medicine and engineering

4. Problems Encountered and Resources Required

- Lack of awareness about the programme on a wider scale.
- Number students who can be trained is limited.
- Clash with regular academic programmes.
- Limitations for boarding in the campus.

Best Practice II 'Jeevanam'-Activity towards Social Responsibility

1. Objectives of the Practice

- To serve the society
- Opportunity for students to do community service
- To understand the community in which they live and to create a rapport with the community.
- To develop social and civic responsibility.
- To identify the problems and requirements of the local community and to find solutions
- To develop skills in mobilizing resources for community development.
- To develop disaster management skills

2. The Context The National Service Scheme of Govt. of India, along with their formal education inculcates moral values, social responsibilities, and leadership qualities among students. The motto NOT ME BUT YOU itself speaks volumes on what this voluntary organization can do to the society. The NSS unit of SD College (Unit No 40 A B) executes programmes that develop values and ethics in students.. One such initiative of NSS unit during the year 2018-19 is the JEEVANAM programme. Sanathanam Sumangali programme of the previous year too was a success (organising the marriage of two underprivileged and poor girls of MahilaMandiram, Alappuzha). This service was rendered in association with 'MahilaMandiram' and Alappuzha Municipal Corporation with the support of the management, and the whole college. In continuation to this type of programmes, the Jeevanam programme, meaning survival against circumstances, was initiated as the megaproject for this year. Under the guidance of the programme officers camps, the NSS and NCC units collected relief materials and distributed in the flood affected areas. They participated in cleaning drives in flood affected areas as well. In association with the local body the student volunteers executed a special programme like Kuttanadinouru Kaithang". Also a number of life supporting programmes are being initiated under "SWASTI" - a committee organized in the college for supporting people.

3. The Practice

- A mega project was planned based on the discussions and suggestions from various corners.. A committee under the supervision of the programme officers chose Sri Unnikrishna Pillai, resident of Vadackal, Sanatanapuram as the beneficiary. Sri Unnikrishna Pillai had met with an accident and lost his relatives. He lost his autorikshaw in the accident.. He suffered serious injury and his mental condition got destabilized and was finding it very difficult to support his family of five. Fund was raised from the kindhearted from inside and outside the campus and the management. The autorikshaw was handed over in a function by the Hon. Manager of S D College, Sri. P Krishnakumar. SWASTI donated an amount of Rs.22000/- to a girl student of B.Sc. Chemistry for the treatment (brain tumour) of her mother. A student of BA History was given Rs. 50,000/- for the renovation of her flood-damaged house. 20 students from various departments of the college were given financial help as flood relief. One of the guest faculty from a poor economic background was supported through SWASTI on the occasion of her marriage. The medical treatment (Leukemia) of the sister of a student of BSc Chemistry, was supported by an amount of Rs. 51000/-. Financial support was given to selected students from English, Malayalam, Hindi, Commerce, Chemistry and Botany for educational purpose. A total of Rs.69,600/- was handed over in total.

4. Evidence of Success

- SD college NSS unit is being continuously selected as the best NSS unit in the University level. The programme officers are also identified as the best programme officers frequently. This year too, the unit bagged both the awards.
- Mr. Unnikrishana Pillai is now leading a good life on account of the support provided to him. The NSS volunteers are planning to build a house for

another beneficiary under the programme "SanathanaBhavanam" in the year 2019-20. 5. Problems Encountered and Resources Required • Selection of the appropriate beneficiary was really a challenge. • Fund raising was a major concern for executing the programme.

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

<http://sdcollege.in/institutional-best-practices.html>

7.3 – Institutional Distinctiveness

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

S.D. College was established in the year 1946 under the aegis of Sanatana Dharma Vidyasala, an educational trust consisting of visionaries like Sri. R.Parthasarathy Iyengar and Dr.V.Sundararaja Naidu. It was the first higher education institution in the district of Alappuzha. The very purpose of its establishment was to offer higher education to the deserving youngsters of Alappuzha for whom higher studies had previously been unaffordable. This institution is distinctive in its social commitment. It continues to offer quality education to the socio-economically backward communities of this coastal district. This is evident from the fact that more than 80 of our students are availing Government sponsored educational grants. S.D.College has extended support and service to the local community through the activities of NCC, NSS and other forums. The institution acted as the major collection centre for relief material in the district of Alleppey during the 2018 floods in Kerala. Students and staff of the institution whole heartedly participated in the relief work in connection with the floods. NSS and NCC volunteers of the institution played a significant role in flood relief work, distribution of relief material, post - flood cleaning and rehabilitation of affected people. 'Annam Sanathanam', a food donation initiative that supplies lunch packets to needy patients at the District General Hospital, Alappuzha is another contribution of the College. 'Sanatanam Swasthy', a charitable body extending financial support to economically backward students of the College is funded by its staff. More than 70 of the students in the College are girls. The campus contributes to women empowerment as it supports and ensures the well-being of girl students. Women's Cell, Anti Sexual Harassment Cell etc. extend support to girls. Female health awareness programmes and training sessions for personal safety are organized. Dissemination of technical knowhow and the inculcation of scientific aptitude among youngsters is another key area of contribution. 'Sastrapadham' the scientific orientation programme for Higher Secondary students was organized at S.D. College. Participants from different higher secondary schools in the district participated in this residential programme. The Dept. of Chemistry, S.D.College also organizes lab workshops for higher secondary students in order to inculcate an aptitude for basic science. The ZOOM exhibition organized by the Dept. of Zoology and the Agri-Horti Exhibition jointly organized by Alappuzha District Agri-horti Society and the Dept. of Botany, S.D.College disseminate scientific knowhow among the public. The cultivation of medicinal plants on campus and the installation of 40KW Solar Energy Plant reveal the institution's commitment to environmental sustainability. S.D College received the ANERT award in 2018 for the "Kerala State Renewable Energy Award".

Provide the weblink of the institution

<http://sdcollege.in>

8.Future Plans of Actions for Next Academic Year

• Encouraging the faculty and the students to apply for national and international research projects. • Motivating students to apply for and to initiate start up programmes • Installing CCTV camera in the college. • Encouraging the various departments to organise national and international conferences • Completion of DST-FIST E-learning facility • Organising and implementing special programmes for induction, career guidance and soft skill development programmes for students. • Organising Workshops for formulating a new methodology for assessment and accreditation • Identifying and nurturing student talents for participation in university youth festivals • Upgradation of PG departments as Research Centres. • Applying for new UG and PG courses • Purchasing of more books to enhance the book collection of the General Library • Providing special coaching for sports and games • Completion of renovation and modernisation of the college office • Upgradation of the college website • Encouraging all departments to activate their Alumni associations. • Promoting the participation of the staff and the students to in extension and community service activities