



## YEARLY STATUS REPORT - 2022-2023

### Part A

#### Data of the Institution

<b>1.Name of the Institution</b>		<b>SANATANA DHARMA COLLEGE ALAPPUZHA</b>
• Name of the Head of the institution	<b>PROF. DR K H PREMA</b>	
• Designation	<b>PRINCIPAL</b>	
• Does the institution function from its own campus?	<b>Yes</b>	
• Phone no./Alternate phone no.	<b>04772266704</b>	
• Mobile no	<b>9446005200</b>	
• Registered e-mail	<b>sanatanamalp@gmail.com</b>	
• Alternate e-mail	<b>principal@sdcollege.in</b>	
• Address	<b>Sanatanapuram (PO), Kalarcode, Alappuzha</b>	
• City/Town	<b>Alappuzha</b>	
• State/UT	<b>Kerala</b>	
• Pin Code	<b>688003</b>	
<b>2.Institutional status</b>		
• Affiliated /Constituent	<b>Affiliated</b>	
• Type of Institution	<b>Co-education</b>	
• Location	<b>Semi-Urban</b>	

• Financial Status	Grants-in aid																								
• Name of the Affiliating University	University of Kerala																								
• Name of the IQAC Coordinator	Dr. P S Parameswaran																								
• Phone No.	04772269350																								
• Alternate phone No.	04772266704																								
• Mobile	9495738778																								
• IQAC e-mail address	iqac@sdcollege.in																								
• Alternate Email address	sanatanamalp@gmail.com																								
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://sdcollege.in/wp-content/uploads/2023/11/23211-2.pdf">https://sdcollege.in/wp-content/uploads/2023/11/23211-2.pdf</a>																								
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes																								
• if yes, whether it is uploaded in the Institutional website Web link:																									
<b>5.Accreditation Details</b>																									
<table border="1"> <thead> <tr> <th>Cycle</th> <th>Grade</th> <th>CGPA</th> <th>Year of Accreditation</th> <th>Validity from</th> <th>Validity to</th> </tr> </thead> <tbody> <tr> <td>Cycle 1</td> <td>Four Star</td> <td>74</td> <td>2000</td> <td>20/09/2000</td> <td>19/09/2005</td> </tr> <tr> <td>Cycle 2</td> <td>A</td> <td>3.14</td> <td>2011</td> <td>27/03/2011</td> <td>26/03/2016</td> </tr> <tr> <td>Cycle 3</td> <td>A+</td> <td>3.53</td> <td>2017</td> <td>19/07/2017</td> <td>18/07/2022</td> </tr> </tbody> </table>		Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to	Cycle 1	Four Star	74	2000	20/09/2000	19/09/2005	Cycle 2	A	3.14	2011	27/03/2011	26/03/2016	Cycle 3	A+	3.53	2017	19/07/2017	18/07/2022
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Cycle 3	A+	3.53	2017	19/07/2017	18/07/2022																				
<b>6.Date of Establishment of IQAC</b>	01/03/2005																								
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>																									

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Dr. Jose Mathew, Department of Botany	Studies on effect of climate changes on the morphology, phenology and reproductive biology of some ephemerals of south Western Ghats	Directorate of Environment and Climate Change, Thiruvananthapuram	2021, 2 yrs	9.37 L
Dr. G. Nagendra Prabhu, Department of Zoology	Multimodal data analysis for monitoring invasive aquatic weeds in India	Royal Academy of Engineering, UK (International)	2020, 3Years	7.5 L
Dr. Jose Mathew, Department of Botany	State level seminar under Biodiversity Conservation	Kerala State Biodiversity Board, Govt. of Kerala	2022-2023	20000

<b>8. Whether composition of IQAC as per latest NAAC guidelines</b>	<b>Yes</b>		
<ul style="list-style-type: none"> <li>• Upload latest notification of formation of IQAC</li> </ul>	<a href="#">View File</a>		
<b>9.No. of IQAC meetings held during the year</b>	<b>3</b>		
<ul style="list-style-type: none"> <li>• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>		

<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded
<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>	
<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>	
<p>1. Centralised Internal examinations were conducted for UG and PG 2. Green army was setup to enhance the green initiatives in the campus 3. Steps were taken to promote different activities in view of Azadi ki Amrit maholtsav and other relevant events relted to HEIs 4. Skill development programmes for nonteaching staff 5. Formation of student IQAC 6. Development of ICT and other facilities through funds from several stake holders</p>	
<b>12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year</b>	

Plan of Action	Achievements/Outcomes
Decided to arrange a centralised pattern of internal exams for UG and PG	An internal examination committee was formed under the CLMC. Exams were conducted in a common mode
Formation of SIQAC	Student IQAC is formed with representation from all ug and pg classes, Awareness session on NAAC accreditation is conducted.
Formation of Green army	Green army to initiate and enhance the green initiatives including reducing the use of plastics in the campus is done. The activities are made student centric by involving students from all classes in the team and its works
Promotion of Asadi ki Amrit Maholtsav	NSS unit of the college organised a three day state leadership camp for volunteers with the theme of Asaadi ki Amrit maholstav
Skill development programmes for nonteaching staff	A training session for nonteaching staff in Ms Excel is conducted for development of staff members
Preparation of Academic Calendar	College Academic calendar and Handbook prepared with exam schedule
Conduct various Audits like Academic & Administrative Audit, Infrastructure and Energy Environment and Green Audit	Conducted audits and took measures to correct the shortcomings
General as well as Curriculum Feedback Collection	feedback collected, analysed and action taken wherever necessary
13. Whether the AQAR was placed before statutory body?	No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

#### 14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022-23	01/03/2024

#### 15. Multidisciplinary / interdisciplinary

Sanatana Dharma College is affiliated to the University of Kerala and strictly follows the curricula set by the University. Thus, our ability to create an interdisciplinary or multidisciplinary course is constrained. But, the first-semester UG students can select their second language, and their fifth-semester 'Open Course' can be an interdisciplinary subject. For their UG and PG projects, students are also able to select an interdisciplinary or multidisciplinary topic. Since most departments are research departments, there is a potential for cooperation and collaboration across departments inside the institution as well as with external entities. The college offers chances to support novel approaches to education. In order to achieve global standards and increase productivity, online and offline learning are blended. Students' inner potential and sense of social commitment are kindled and fostered by the extension activities carried out by NSS, NCC, Women Cell, and other clubs. Our college's sub center of the Kerala University's Centre for Continuing Education serves as a hub for academic support and career guidance by offering number of Supplementary certificate courses and enrichment programmes.

#### 16. Academic bank of credits (ABC):

The Academic Bank of Credits cannot be implemented easily because of the regulatory structure that governs each affiliated college. Still, the teaching faculty has been made aware of the intricacies of the Academic Bank of Credits through the implementation of online training programmes. The IQAC has disseminated the instructions of the ABC scheme throughout the

institution to enhance comprehension of the system's functionalities . The institution's decision to adopt the Academic Bank of Credits relies on the successful implementation of this system by the University of Kerala. It is also dependent on the establishment of measures to include all colleges associated with the University in this scheme.

### **17.Skill development:**

The main goal of the college is to enhance students' soft skills and vocational abilities. A multitude of initiatives and programmes have been launched with the aim of fostering skill-based learning and providing the student community with the essential life skills and soft skills required to improve their prospects for employment and support their comprehensive growth . Training programmes focused on skills are included in the academic curriculum or offered as additional certificate courses to enhance students' knowledge and skills beyond the standard curriculum.

The Career Cell organises career guidance programmes to help students choose suitable higher education paths and learn about alternative job options that align with their interests, abilities, and potential. Several initiatives like Entrepreneurship Development Club to equip students with skills, techniques and confidence, Young Innovators Programme to empower future innovators, Young Communicators' Club to improve the communication skills, Women's Cell, Civil Service Club, Drama Club, Film Club NSS, NCC, Eco-club, etc are providing guidance to the students. Career expos highlighting the possibilities of innovative emerging courses are also conducted on a regular basis. Our college's Centre for Continuing Education offers certificate programmes in skill development regarding counseling, logistics, and other related fields. Motivational talks and personality development classes are also conducted regularly for the student community. The college is conducting internships, field visits, field projects, study tours, on-site training, and nature camps to enhance knowledge, practical skills, and perspectives in various fields. One of the regular academic programmes that the college offers is the BA in English and Communicative English, which is offered under the umbrella of the University of Kerala's vocational/career-oriented programmes. The college runs a value education programme to instill moral, ethical, and ecological principles in students and to help them make the right decisions in life.

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

The Indian Classical Language Sanskrit, National language Hindi and Kerala's mother-tongue Malayalam are provided as additional languages in all undergraduate programmes offered by the institution.

Each programme offers enough opportunities for thorough learning and the analysis of renowned literary works in various languages. Furthermore, efforts are made to promote these languages through the organisation of literary festivals, seminars, workshops, and other means. The Department of

Languages organises many enrichment courses to facilitate students' engagement with renowned authors, poets, orators and literary critics. Observance of significant days such as Hindi Divas, Mathrubhasha Dinam (Mother-tongue Day), Keralapiravi Dinam (Kerala Formation Day), Ramayana Month, etc and festivals like Onam, Navarathri, Holi etc promotes a deep appreciation for the culture, tradition and literary legacy of our Nation. During the nine-day Navaratri celebration, the college showcases classical music and dance performances by students and faculty.

Competitions are held to foster a passion for language and literature and provide a platform for displaying the literary skills of students. Every year, the Department of Malayalam and Sanskrit organises a Ramayana reading competition and a Ramayana quiz during the Ramayana Month (i.e., Karkidakom, the last month of the Malayalam calendar). The SD College Folklore Club and the Folklore Academy of Kerala collaborated to host a workshop titled 'Folklore-Yesterday, Today' with a presentation on Gandharvan pattu. Hindi Week is typically marked by a variety of literary contests and talks aimed at educating students about the significance of the national language. In addition, a range of vibrant events are held on World Mother-Tongue Day to encourage appreciation for one's mother-tongue and awareness of the depth and variety of its literature. Every year, the Department of History commemorates Annie Besant's birth anniversary in order to honour her and other freedom warriors. Annie Besant was the driving force behind the founding of Sanatana Dharma Vidhyasala.

The promotion of indigenous farming knowledge and instruction in sustainable agricultural practices are objectives of the National Service Scheme. The NSS recognises Samvidhan Divas, or Constitution Day, on an annual basis through outreach programmes that raise awareness of the fundamental rights and obligations of citizens as well as the values enshrined in the Indian Constitution. The college NSS Unit also organised a three-day state level leadership camp to commemorate 'Azadi Ka Amruth Mahotsav' in association with the 75th anniversary of Indian independence.



The NSS, NCC and the Health Club of the college celebrate the International Yoga Day annually to promote physical, mental, and spiritual integration and wellbeing. In order to promote and highlight ethnic culture, the Students Union organises youth festivals and other cultural festivals annually. The college's value-based education programme provides instructional modules on Indian ethics and values. Constantly, the college is a source of honour for the historical and cultural diversity of India.

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

University has taken initiatives to adopt OBE for many of the courses and accordingly the system is being implemented in the institutions. As a first step towards it internal question papers are being set up with splitups as per the course outcomes. Awareness sessions are being conducted to implemet the same.

#### 20.Distance education/online education:

As an affiliated college the institution has no provision to provide distance education. No online courses are being offered as such.

### Extended Profile

#### 1.Programme

1.1	540
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

#### 2.Student

2.1	2337
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.2	990
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	<a href="#">View File</a>
2.3	930
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1	107
Number of full time teachers during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
3.2	102
Number of sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1	83
Total number of Classrooms and Seminar halls	
4.2	96.34
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	170
Total number of computers on campus for academic purposes	

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

As an institution affiliated to the University of Kerala, all academic programmes are aligned according to the syllabi prescribed by the University. An Academic College Planner, which corresponds to the academic calendar published by the University is prepared by the College Level Monitoring Committee (CLMC) at the beginning of each academic year, thereby ensuring maximum use of working days. Department level timetables are prepared and the teaching schedule for each subject is prepared by the teachers at the start of the academic year. The Department Head reviews the lesson plan. Monthly tutorial meetings ensure that a healthy communication transacts between students and teachers and adequate steps are taken to ensure that the student grievances are addressed appropriately in timely manner. Attendance marked in the MIS ensures proper monitoring of student attendance. The CLMC and the Department Level Monitoring Committee continuously and effectively monitors the evaluation system of the college and ensures transparency in the entire process. Periodic Student- Parent-Teacher-meetings are conducted to ensure the participation of parents in the curriculum. Prompt analysis of the feedback is done and corrective measures are taken, wherever necessary. The IQAC is actively involved in conducting workshops, bridge courses and conferences to complement the curriculum.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

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

An academic calendar containing information about the commencement of different programmes, the last date of classes for each semester, the schedule for internships and the dates for semester exams is published by the university prior to the beginning of each semester. SDC strictly adheres to the university calendar and plans all its activities including administration of Continuous Evaluation (CE). An institution level calendar is prepared by the institution and each department prepares its own calendar. The institution level calendar has information like the total number of working days, holidays, Continuous assessment dates and other events pertaining to curricular and other activities. All the activities of the college

are carried out in accordance with this schedule. The academic calendar assists in organizing their individual course delivery, research projects, academic activities and extra-curricular pursuits. The completion of curriculum in accordance with the lesson plan is closely tracked by department heads. Assignments, tests and seminars are conducted regularly according to the schedule. The examination committee prepares the internal assessment test schedule. The academic committee meetings are a regular forum for the Principal to review make appropriate recommendations regarding academic functioning. The institution makes the necessary adjustments as per the changes of University.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

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

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

## 1.2 - Academic Flexibility

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

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

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

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

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

2

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

84

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

## 1.3 - Curriculum Enrichment

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

Content of following courses are related to the crosscutting issues.  
 EN 1211.1 Environmental studies and Disaster Management CG 1271  
 Narratives of social Justice and Restitution EL 233.5 Women's  
 Writing CO 211 Business Ethics and Corporate Governance PY 1542  
 Statistical Mechanics, Research Methodology and Disaster Management  
 CR 1551.3 Environmental Chemistry: Open Course BO 1542 Environmental

Studies and Phytogeography HY 1551.3 & HY1651.6 History of Human Rights Movement Z01551.2 Human Health and Sex Education MB1551.2 Microbial Waste Management MB1551.3 Biofertilizer Technology PE 1551 Health and Fitness Education Z01441 Ecology, Habitat Destruction & Disaster Management Z0232 Ecology, Ethology and Biodiversity Conservation HN 1232 Paristhithik Patt aur Hindi Sahitya EL.535.4 Environment, Ecology and Literature EL.544.5 Theorizing Sexualities CH1661.1 Supramolecular, Nano Particles and Green Chemistry

ML 1331 Paristhithi Padanam ML 1431 Dalit Sahithyam, Sthree Vada Sahithyam EC 222 Economics of Social Sector and Environment BO 222 Environmental Biology, Forest Botany, Phytogeography & Conservation Biology For promoting human values, national integration , environment awareness and gender equality, the college conducts events like the Swatch Bharath Abhiyan, International Women's Day, vegetable gardening and activities organized by the N.C.C, NSS, Bhoomitrasena, etc . On National Voters Day, the college educates its students about their constitutional right to vote.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

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

22

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

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

900

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

## 1.4 - Feedback System

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

**A. All of the above**

File Description	Documents
URL for stakeholder feedback report	Nil
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	No File Uploaded

**1.4.2 - Feedback process of the Institution may** **A. Feedback collected, analyzed**

be classified as follows

and action taken and feedback available on website

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	<a href="https://docs.google.com/forms/d/e/1FAIpQLScyG2ZyPp_sfp8U4Rd3rnhtBdKdTy0TFsPdMauWOLlycH84Ag/viewform?usp=sf_link">https://docs.google.com/forms/d/e/1FAIpQLScyG2ZyPp_sfp8U4Rd3rnhtBdKdTy0TFsPdMauWOLlycH84Ag/viewform?usp=sf_link</a>

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

#### 2.1.1 - Enrolment Number Number of students admitted during the year

##### 2.1.1.1 - Number of students admitted during the year

2410

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

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

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

510

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

### 2.2 - Catering to Student Diversity

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

We prioritize upgrading our teaching and learning methods to accommodate the diverse needs of our students. With students at S.D.



College presenting a wide range of aptitudes, skill sets, and academic backgrounds, our faculty diligently assesses individual strengths and weaknesses to provide personalized support to them. Upon enrollment, students undergo diagnostic testing to determine their academic proficiency, allowing us to classify them as above average, average, or below average learners, with class tutors overseeing this process. Specialized programs are then designed to address the needs of both struggling and gifted students. For those requiring additional assistance, remedial classes are provided that target complex topics and it is supplemented by regular tutoring and mentoring sessions conducted by class tutors, who closely monitor their progress through internal assessments. Conversely, gifted students are offered advanced learning opportunities, including expert sessions, value-added classes, seminars, workshops, hands-on training, and project work. They are actively encouraged to engage in experiential and participatory learning experiences, which includes - assuming leadership roles in organizing academic events and representing the institution in various competitions, workshops, presentations, and conferences. Additionally, they receive guidance for pursuing higher education and research endeavors.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
2410	104

File Description	Documents
Any additional information	<a href="#">View File</a>

## 2.3 - Teaching- Learning Process

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

At S.D. College, the educational approach is focused on the students, ensuring that learning goes beyond just imparting knowledge. To enrich classroom instruction, a variety of activities are integrated into the curriculum. This includes industrial visits,

field trips, and internships, designed to immerse students in real-world environments where they can engage in observation, critical thinking, problem-solving, and practical training. Specifically, the Chemistry, Zoology, Botany, and Commerce departments regularly schedule such experiential learning opportunities.

Group projects play a pivotal role in this experiential learning framework. All undergraduate courses include a mandatory group project that encourages students to tackle discipline-specific problems or research questions, culminating in a report that adheres to standard research publication guidelines and undergoes external evaluation.

Classroom interactions are dynamic, emphasizing student engagement through seminars, group discussions, debates, and quizzes. Assignments are strategically designed to encourage the effective utilization of libraries and electronic resources. Furthermore, students are at the forefront of planning and executing academic and extracurricular events, such as seminars, exhibitions, contests, campaigns, and arts festivals. This involvement is crucial for developing a wide range of skills, including planning, time management, communication, leadership, teamwork, problem-solving, and public speaking, thereby contributing to holistic personality development within the curriculum.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

The institution promotes an ICT-based approach to teaching and learning, utilizing information technology for communicating with students. Communication with students occurs through platforms such as email and WhatsApp groups, while online classes engage students through software like Google Meet and Microsoft Teams. Multisensory input is provided during offline classes using tools such as PowerPoint slides, audios, and videos, with visual demonstrations in science classes and film screenings in arts classrooms. Facilities for online and ICT-based teaching are available across all departments, equipped with computers, laptops, LCD projectors, speakers, scanners, and e-reference materials. Internet connectivity

is ensured throughout the campus, including seminar halls, offices, and the General Library. Additionally, students have access to e-resources through the INFLIBNET facility, including journals, e-books, audio books, videos, and research theses. A computer lab with 60 desktop computers supports practical sessions, training programs, and student project report preparation, and it enhance students' ICT skills. Students are trained in using ICT for various purposes.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

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

#### 2.3.3.1 - Number of mentors

104

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

#### 2.4.1 - Number of full time teachers against sanctioned posts during the year

104

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

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

#### 2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

56

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

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

#### 2.4.3.1 - Total experience of full-time teachers

8.86 years average

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

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

The institution places significant emphasis on Internal Assessment (IA). It is overseen by the College Level Monitoring Committee

(CLMC) to ensure transparency and compliance with strict guidelines. IA constitutes 20 percent of marks for UG programmes and 25 percent for PG programmes. The evaluation criteria includes attendance, classroom performance, internal tests, and assignments/seminars. Upon enrolment in a UG/PG programme, students receive a briefing on the IA criteria. Each semester, two sets of internal tests are conducted, from which the better score is taken. It also allows students to improve their scores based on teacher feedback. Question papers adhere to CLMC stipulations and are administered and evaluated by faculty members. Beyond written tests, classroom discussions and quizzes are utilized for assessment. Assignments are evaluated based on content, timeliness, neatness, and proper citation of external resources. Participation in extension activities( club activities / NCC)is also considered for IA marks in the fifth semester of UG. Mark lists are published and student grievances promptly addressed before final submission to the University.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

The institution's internal assessment system operates with coordination, transparency, and effectiveness. Internal evaluation places emphasis on methods that are conducive to students, offering constructive feedback regarding their performance. Faculty members, Class Tutors, Heads of Departments, and the College Level Monitoring Committee (CLMC) meticulously oversee internal evaluation to prevent issues. At the start of undergraduate/postgraduate programs, students receive briefings on evaluation criteria and have their questions addressed. Monthly publication of attendance percentages, rigorous evaluation of assignments and tests, and semester-end publication of mark lists before submission to the University ensure transparency. Student queries receive prompt attention from teachers, allowing them to address clerical errors or express concerns about attendance, assignments, or test scores. Most grievances are resolved at the teacher level, with remaining issues escalated to the Department Head or CLMC for resolution. The CLMC, under the coordination of its head, swiftly addresses outstanding

grievances within a two-day timeframe. Notably, during the 2020-21 academic year, no grievances required CLMC intervention, reflecting the system's effectiveness.

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

## 2.6 - Student Performance and Learning Outcomes

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

As a college affiliated with the University of Kerala, we strictly adhere to the Programme and Course Outcomes outlined by the University. It encompasses essential Graduate Attributes such as disciplinary knowledge, critical thinking, research skills, scientific reasoning, communication proficiency, practical aptitude, self-directed learning, and ethical awareness. Our institution has established a robust system for disseminating these outcomes to both faculty and students. Working in conjunction with departments, institutional bodies like CLMC and IQAC play a pivotal role in this process. At the department level, syllabus discussion sessions are conducted according to CLMC and IQAC directives, fostering a shared understanding of curricular objectives among faculty members and facilitating strategic planning to achieve them. Faculty members actively engaged in university-level academic bodies, such as Boards of Studies, lead these discussions. Following enrollment, students undergo induction sessions at both institutional and department levels, providing them with a comprehensive overview of Programme Outcomes. Faculty members further elucidate curricular objectives to students, outlining the expected learning behaviors. During the orientation for Internal Assessment, specific outcomes are delineated. Furthermore, internal assessment methods are meticulously calibrated to assess the attainment of curricular outcomes effectively.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://sdcollege.in/course-outcomes.html">https://sdcollege.in/course-outcomes.html</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

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

The institution adheres to the Programme Outcomes and Course Outcomes established by the University of Kerala. Both faculty and students are thoroughly acquainted with these outcomes for every course, and curriculum delivery is adjusted accordingly to ensure their attainment. Evaluation of student performance, both internally and externally, serves as a means to assess the achievement of these outcomes. The University conducts end-semester evaluations, with the analysis of student performance aiding in gauging outcome attainment. Internal assessments, which carry appropriate weightage, focus on Programme and Course Outcomes. Internal examination question papers comprehensively cover key knowledge and skill areas. Various methods such as viva voce, classroom quizzes, assignments/seminars, and practical work are utilized in internal assessment to provide insights into outcome achievement. Feedback collection serves as another valuable strategy, with student feedback on curriculum transaction helping to assess satisfaction levels. Additionally, feedback from parents and teachers is compiled to evaluate the suitability of Programme Outcomes and assess their attainment. Finally, student performance in projects, internships, and placement activities, as well as their progression after course completion, serve as tangible evidence of Programme/Course Outcome achievement.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://sdcollege.in/outcome-based-internal-evaluation.html">https://sdcollege.in/outcome-based-internal-evaluation.html</a>

**2.6.3 - Pass percentage of Students during the year**

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

487

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	<a href="https://sdcollege.in/sdc-annual-report.html">https://sdcollege.in/sdc-annual-report.html</a>

## 2.7 - Student Satisfaction Survey

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

<https://sdcollege.in/wp-content/uploads/2024/02/Student-Satisfaction-Survey.pdf>

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

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

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

16.7

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

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

**3.1.2.1 - Number of teachers recognized as research guides**

22



File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

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

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

3

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

## 3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

In fostering a culture of innovation among its student body, the college has intricately woven an ecosystem designed to facilitate the seamless exchange of ideas and resources. This vibrant milieu encompasses several pillars including the Institution's Innovation Council (IIC), Entrepreneurship Development Cell, Skill Development Centre, Research Cell, SDC Human Development, Research & Training Center, E-Resource Development Cell, and Media Centre. Additionally, the institution forges valuable alumni connections and cultivates strategic collaborations with esteemed industry and institutional partners to further enrich this ecosystem. Guided by MHRD scheme, the Institution's Innovation Council stands as a testament to creative prowess. Comprised of certified Innovation Ambassadors appointed by the Ministry of India, the IIC advocates for innovation, intellectual property rights (IPR), startups, and entrepreneurship within the college community. The Entrepreneurship Development Cell nurtures entrepreneurial spirit, while the Skill Development Centre, operating under the UGC scheme of DDU Kaushal

Kendra, equips students with indispensable skills. The Sanatan Dharma Human Development, Research & Training Center serves as an epicenter for proactive research endeavors spanning diverse disciplines, including interdisciplinary studies. The E-Resource Development Cell crafts educational resources to enrich student learning experiences and conducts nationwide faculty training, underscoring the institution's unwavering dedication to comprehensive academic excellence

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

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

13

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.3 - Research Publications and Awards

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

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

60

File Description	Documents
URL to the research page on HEI website	<a href="https://sdcollege.in/research.html">https://sdcollege.in/research.html</a>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

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

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

36

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

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

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

12

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

## 3.4 - Extension Activities

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

The institution champions the development of social responsibility within its student cohort through an array of community engagement initiatives, forging collaborative partnerships with both

governmental and non-governmental organizations. By orchestrating extension and outreach programs with entities such as Sanatana TLC, NSS, NCC, YRC, Women Cell, Legal Literacy Cell, Environment Club, Rotary Club, and Subject Associations, the institution fosters awareness of pressing societal issues and actively involves students in impactful communal endeavors. To institutionalize the practice of extension activities, the Internal Quality Assurance cell mandates each subject association to coordinate a minimum of three such activities annually, showcasing the institution's unwavering commitment to holistic student development and the cultivation of a professional mindset. Exemplifying this dedication is the institution's participation in the annual beach cleaning drive at Alappuzha beach, in collaboration with the 11 KER Bn NCC Alappuzha, demonstrating a tangible commitment to community involvement. Furthermore, the NSS spearheads numerous initiatives ranging from disaster management training to seminars addressing drug abuse and plastic misuse, underscoring the institution's multifaceted contributions to societal progress. Through these concerted efforts, the institution not only advances meaningful change but also instills a profound sense of civic responsibility among its student body

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

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

30

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

### 3.4.3 - Number of extension and outreach programs conducted by the institution through

**NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year**

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

166

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

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

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

7760

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.5 - Collaboration

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

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

21

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

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

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

6

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

The institution is well-equipped with a robust infrastructure and physical facilities conducive to effective teaching and learning. This includes spacious classrooms furnished with modern amenities to facilitate a comfortable and engaging learning environment. Additionally, the institution boasts well-equipped laboratories tailored to meet the practical needs of various academic disciplines.

Furthermore, state-of-the-art computing equipment is readily available to support technological advancements in education. This ensures that students have access to cutting-edge resources for research, analysis, and project work. The institution's commitment to providing adequate infrastructure extends beyond traditional

learning spaces, encompassing libraries, seminar rooms, and other facilities essential for holistic academic development.

In essence, the institution's investment in infrastructure and physical facilities underscores its dedication to fostering a dynamic and enriching educational experience for students, faculty, and staff alike.

### Highlights

ICT Enabled classroom/Seminar rooms - 36

Computer Lab - 3

Cricket Ground - 1

Basket Ball Ground - 1

Football ground - 1

General Library -1

Laboratory - 14

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

Sanatana Dharma College boasts ample space for sporting events, both indoor and outdoor games, and cultural activities. Recognizing the importance of catering to the diverse interests and well-being of its students and staff, the institution provides a range of facilities.

For cultural activities, designated areas such as auditoriums or multipurpose rooms are available. These spaces enable students to participate in and organize various cultural events, including music

concerts, dance performances, plays, debates, and other artistic endeavors. The institution understands the significance of cultural activities in fostering originality, expression, and diversity.

To promote physical fitness and healthy competition, Sanatana Dharma College offers a variety of sports and gaming facilities. These include:

- 1 Football ground
- 1 Basketball court
- 1 Volleyball court
- 1 Cricket ground
- A soccer field and basketball and volleyball courts are available outdoors
- The college also boasts a state-of-the-art cricket stadium operated by the Kerala Cricket Association

Thanks to these excellent facilities, students have excelled in competitions, bringing honor to the college. Overall, Sanatana Dharma College's commitment to providing facilities for games, sports, and cultural events underscores its dedication to fostering a balanced education and promoting healthy living among its staff and students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

36

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>



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

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

#### 42.6

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

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

Library of Sanatana Dharma College is using open source software Koha for its library operations. KOHA is an Integrated Library Management System. The library has 59242 items as its main collection. All books are available in the ILMS database. Issue and return of books are being carried out using the software KOHA. Barcode technology is used for issue/return of books through barcoded ID Cards. All the barcodes are generated in-house using a software called 'Barcode-Magic'. The open source software is Koha is configured in-house and it is installed in a local server. The Online Public Access Catalogue of the library is hosted inside. It is available through the Internet using 'static IP' technology. The URL of the library catalogue is <http://library.sdcollege.in>

ILMS Version: KOHA 16.1

Status of Automation : Full

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

##### 4.2.2 - The institution has subscription for the A. Any 4 or more of the above

**following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

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

1.80

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

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

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

32.6

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

**4.3 - IT Infrastructure**

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

The college found increased demand for internet connectivity among

the departments during the academic year. Considering the future prospects and existing demand of the institution, the college has the leased line connection (1:1) of 10MBPS. Along with that, the college has also provided individual Fibre to Home connections of 150 Mbps speed to all departments in addition to the above. The college upgraded 16 of its classrooms and learning environments with short throw projectors and four smart podiums funded under the MPLADs scheme for the year 2022-23. The work was completed and the class rooms were made available to the student community. The auditorium of the college was renovated with state of the art digital connectivity and modern amenities in an air conditioned environment. Department of Commerce converted one of its class room into a video conferencing seminar hall with a seating capacity of 120. The Sanatanam video conferencing (SVC) room was sponsored by Padmashri M A Yussuf Ali, LuLu International. More number of computers were added as per the request of the departments and regular maintenance of all electronic equipments were carried out.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

#### 4.3.2 - Number of Computers

170

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

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

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

96.34

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

Our Institution has established methods and practices for taking care of and using its physical, academic, and support facilities.

1. **Building Maintenance** Identify any maintenance or repair needs through routine inspections, and when necessary, perform preventative maintenance. To stop future deterioration, address any faults or damage that have been reported right away. Classrooms, laboratories, libraries, sports facilities, and computer labs have been effectively allotted space, and we've put in place a system for scheduling facility usage to prevent conflicts and maximize utilization. In the case of shared facilities, provide a procedure enabling individuals or organizations to reserve particular spaces for their need. Disseminate information on facility usage policies, including rules, regulations, and acceptable conduct.

2. **Management of laboratories:** To ensure reliable results, establish maintenance and calibration protocols for laboratory equipment. Create and implement safety regulations, such as guidelines for handling chemicals, disposing of trash, and addressing emergencies. To keep track of and manage laboratory supplies, chemicals, and equipment, implement an inventory system. Train lab users on how to operate the equipment, safety procedures, and acceptable laboratory practices.

3. **Computer Lab Management:** Regularly maintain and upgrade computer

hardware to ensure optimal performance. Install and update necessary software, operating systems, and security programs. Provide technical assistance and troubleshooting services to computer lab users.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

1518

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

#### 5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

##### 5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

16

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

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

**A. All of the above**

File Description	Documents
Link to Institutional website	Nil
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

**691**

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

**691**

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The Institution has a transparent mechanism for timely redressal of student**

**A. All of the above**

**grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

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

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

13

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	<a href="#">View File</a>

### 5.2.2 - Number of students progressing to higher education during the year

#### 5.2.2.1 - Number of outgoing student progression to higher education

167

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

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

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

12

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

**5.3 - Student Participation and Activities**

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

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

148



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

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

Sanatana Dharma College is a prominent higher education institution, financially aided by the Government of Kerala and affiliated to the University of Kerala. The College adheres to the University in the admission, academic and administration functions associated with the conduct of examinations. The College also abides by the orders issued by the Government of Kerala. The College provides democratic and student-friendly atmosphere and without any barriers in the free flow of interactions between the stakeholders which primarily include teachers, researcher scholar and students. The teaching - learning process renders equal significance to academic and non-academic exchanges between the teachers and students. Feedbacks are collected from the staff and students alike for perpetual improvement of the campus and class environment to facilitate work and learning. Students participate in the decision - making process of the college and the various activities with keen focus on the development of institution. In this light, a forum, Student I.Q.A.C. was formed, with student representations from all the departments (and batch). This was primarily formed for the students to raise their grievances and to fulfil their expectations from the part of the teachers and the institution.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

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

45

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<a href="#">View File</a>

## 5.4 - Alumni Engagement

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

The College has a registered Alumni Association - S.D. College Old Students Association (since 1986) with the new name SDCAA in 2016, registration number ALP/TC/142/2016. SDCAA operates in a decentralized fashion, pooling their resources to promote the welfare of society and students alike for 12 departments and NSS, NCC. Meetings are held between SDCAA and the subsidiary alumni associations to organize events. The College encourages regular alumni meets and programmes. The Department of Botany conducted alumni meet of UG 2004 batch. The Chemistry Department held its mega meet where an incinerator was presented installed in the campus. The Department of Zoology also held its annual meet. The Department of Commerce had three engagements of interactive sessions - Two as part of their Meet The Entrepreneur Series and the third - a session on Online Stock Trading with alumni as the three Resource Persons. Endowments were distributed to the students from funds contributed by the old students of different batches. English and History Departments also held their alumni meet which included cultural programmes during the year. The Economics Department in association with its alumni organised a state level seminar, Merit Day, a lecture programme and a Reverse Quiz Competition.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

#### 5.4.2 - Alumni contribution during the year (INR in Lakhs) A. ? 5Lakhs

File Description	Documents
Upload any additional information	<a href="#">View File</a>

### GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 - Institutional Vision and Leadership

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

The institution is guided by its motto of "Satyam, Shivam, Sundaram", manifesting the ideals of truth, godliness and beauty, in all its engagements. The institution stands to transform young minds by providing quality and value-based education and envisions to lead the young minds from the darkness of ignorance to the light of wisdom; from slumber to creative benefaction. Promoting education that aims at nation building and realising human life to its fullest is the instinctual characteristic of the institution. The institution maintains an atmosphere to catalyse the students' quest to knowledge and keep them focused on their path of development. The institution vehemently upholds its spirit to keep up its commitment towards all its stakeholders from students to general public. The Management committee, Sanatana Vidyasala upkeeps any physical and qualitative requirements. Academic Staffs, Non - Academic Staffs, Students at various level of administration and other aides work together to ensure the proper functioning of the institution. The institution also has various cells that prepare and implement policies and assures quality. Principal is the head of the institution and leads the institution in setting an achieving its goals and duties. The activities of the institution like Admission, Academics, Evaluation, Research, Placement, Industrial Interaction, Innovation, Capacity building as well as Outreach are coordinated through various bodies which are entrusted under the charge of various faculty. The institution has a policy of promoting the participation of its staffs in various decision-making bodies of at

institutional, university and governmental levels.

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

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

The institution believes in the ideals of democracy and participatory governance. Manager, the appellate figure on institutional policies and choices, is the supervisory authority. Principal serves as the head of the institution, assisted by Vice-Principal, who will be the senior most teaching faculty. The Senior Superintendent assist the Principal in administrative functioning. The College Council is the highest decision making authority. The Departments are assigned under the charge of various Heads and Faculties are given charge of a class. The faculties are also coordinators of various clubs. The statutory cells of the institution are constituted as per norms. The College level monitoring committee overlooks the implementation of curriculum especially examination and attendance. The Department level monitoring committees does this at the department level. This marks institution's decentralised administration. The conduct of internal examination by CLMC, with departments taking part in question paper preparation, invigilation and evaluation duties and publication of results shows participative management. A student IQAC caters to quality management initiatives from students part. The PTA is a proactive body that supports the institution in all its best capacities. The Alumni associations and the Retired Teachers Forum put in their best roles in the development of the institution.

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

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institutional Strategic/ perspective plan is effectively

deployed

- Maintaining academic excellence will result in 0% failure, according to the perspective plan.
- An efficient approach for evaluating, supporting, and coaching students.
- Modern infrastructure is provided for efficient teaching and learning.
- Promote an interdisciplinary research culture among faculty and students by improving the research atmosphere.
- Improve the functioning of the business incubator and increase student participation.
- Strategic Plan to Create and implement an efficient teaching-learning process through the use of ICT and other AV resources to deliver the course material on time. Remedial coaching should be given to slow learners, monitoring the students' attendance on a constant basis.
- Results should be evaluated and published promptly, and pupils should be given correction instructions. Offer sufficient library resources and encourage self-learning through seminars, assignments, group debates. introducing pupils to new horizons of knowledge through interaction with esteemed academicians and businesspeople. Encourage student database exploration, foster a scientific mindset, and foster teamwork through project work, club activities, and the organization of seminars and conferences.
- Encourage educators to attend and present conferences and seminars. Organize seminars and conferences on contemporary issues. Encourage professors to embark on funded research initiatives from outside sources.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://sdcollege.in/wp-content/uploads/2023/09/6.2.1-Final-2.pdf">https://sdcollege.in/wp-content/uploads/2023/09/6.2.1-Final-2.pdf</a>
Upload any additional information	No File Uploaded

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

The governing council of the college, called the College Council, is chaired by the Principal and includes all the Heads of the

Departments, Librarian, Office Administrative Assistant and 3 elected members from among the faculty. All important decisions are made in the Council including academics to discipline related issues. The Principal is vested with the regular functioning of the college and is well supported by the College Council which is the apex body; the IQAC which constantly and keenly observes and assures the quality management system and the CLMC which is a statutory body to monitor college level academic matters, the examination related and other university level issues. Other bodies like Admission Committee, Discipline Committee; Anti-Ragging Cell; Grievance Redressal Cell; Equal Opportunity Cell; Women Studies Cell etc. play pivotal roles in the institution's proper functioning. The institution's inclusive policy and adherence to norms is evident from the appointment of divyaangjan to the non-academic cadre.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	<a href="https://sdcollege.in/organogram.html">https://sdcollege.in/organogram.html</a>
Upload any additional information	No File Uploaded

### 6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

Welfare measures for teaching and non- teaching staff include

Government schemes such as Employee Provident Fund, Loans from EPF/Contributory Pension Schemes • Medical reimbursement • General & State Life Insurance • Pension and Gratuity • Maternity leave (6 months) for female employees and paternity leave (15 days) for male employees • Medical & Earned leave. College has developed following welfare measures for the staff • Establishment of Day Care Centre for children of staff and adult students. • SWASTI - Sanatanam Social Welfare Association, which provides immediate financial support for medical or other emergencies. • The Staff Co-operative Society caters financial needs of its members through chitties, loans etc. It also recognises creditable achievements. • The Staff club, managed by a committee of selected members, provides a common platform to enhance co-operation and sharing. It recognizes the meritorious staff and students, organizes send-off meetings, conducts staff tours, celebrate festive occasions like Onam, Christmas, New Year and staff day. • Canteen and Co-operative store are available in the campus to provide food and snacks as well as books and stationery at reasonable price to the staff and students. • A staff cricket club present in the college that participates in different tournaments.

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

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

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

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

11

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

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

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

19

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

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

A self-appraisal format is developed by the IQAC as per UGC



guidelines for evaluating the performance of teachers - viz. Performance Based Appraisal System (PBAS). All the faculty members submit their appraisal form at the end of each academic year. The assessments made by the Principal and the Management are returned to the Heads of the Departments to provide feedback to the teachers. Based on the feedback, teachers are encouraged to attend professional development programmes and adopt innovative teaching techniques. The Academic Performance Indices (API) of each academic year, are collected from each faculty member. These scores are used for the award of career advancements to faculty members and for promotion/placement to next higher position. The student appraisal of teacher performance is practiced for the last few years in which students provide their views on the teachers' performance. The Heads of the Departments consolidate the data which is submitted to the Principal. The student appraisals are discussed privately and confidentially with the teachers and improvements are suggested. The performance of the non-teaching staff is monitored and informally evaluated by the Principal. The office, under the direction of the Principal, maintains service books and personal files of all staff.

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

## 6.4 - Financial Management and Resource Mobilization

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

Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words Every year, State Government audit takes care of utilization of the Funds received by the College. Officials of the Deputy Directorate of College Education, Ernakulam scrutinize the funds received from the Government. The Funds are also subjected to verification by the officials of Accountant General Office, Trivandrum. Utilization certificate received from certified auditors is submitted for funds received from central and state bodies. Utilization of Alumni Association and PTA funds are scrutinized internally by a committee of senior faculty members. The Purchase Committee takes care that purchases are done properly and in accordance with the purchase rule

of Government. The HoD Meetings reviews the mobilization & utilization of funds periodically. The Library Advisory Committee takes care that the resources in library are utilized optimally.

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

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

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

13 lakhs approximately

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

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

The institute has well-defined mechanism to utilize the available resources for the development of academic processes and infrastructure. The tuition fee and special fee collected from the students are deposited at Treasury . The PD fund from the Government is used to purchase Chemicals, Glasswares, Instruments and Library books. A part of the PDFund is also allocated to Student Union Activities - Youth festival, Publication of College Magazine, Sports Activities The utilisation of research project funds and facilities aremonitored by the Research Monitoring Committee for its optimal use. The daily expenses, electricity & telephone charges, salary for security personnels and sweepers, operation expenses of Student Hostel are met by the Management. The department level infrastructure improvements and maintenance are carried out by the Management after proper scrutinyThe PTA funds are utilised to upgrade the facilities and amenities to the students. The Alumni Associations raise funds through contributions from alumni, which

are utilised for academic and nonacademic activities. The interest from the philanthropic contributions as Endowments are given to the meritorious students for rewarding and encouraging them to strive for academic excellence. The college has provided spaces Cooperative Store and Canteen for the benefit of the students and teachers.

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

## 6.5 - Internal Quality Assurance System

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

The IQAC works towards overall quality maintenance and enhancement in the institution. Teaching learning, student and teacher training, research, infrastructure development and administration come under the purview of IQAC's quality assurance initiatives. The IQAC meets regularly to plan and evaluate the teaching and research activities in the College. The suggestions of IQAC are placed before the College Council which is the prime governing body of the institution. The council, headed by the Principal, takes decisions with regard to the implementation of the IQAC guidelines. In this academic year, the IQAC of S.D. College offered guidelines for Implementation of a unified and effective teaching-learning process through the digital platform, Conducting seminars, training programmes and research discussions in the online mode, Implementation of an integrated MIS and LMS platform for systematic teaching and administration, Systematic implementation of internal exams, Provision of induction programmes to 1 st year students with a focus on values and ethics. A system for academic and administrative audit in various departments and bodies to ensure their effective functioning, filing of documents and preparedness for accreditation processes is set. The cell also constituted separate committees to prepare for the NIRF and ARIIA ranking of the institution.

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

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

Teaching learning process, structures and methodologies of operations are reviewed by IQAC periodically. At the beginning of each academic year, an academic calendar is prepared under the leadership of the CLMC and the IQAC. A general timetable is published every academic year. Departments prepare their individual teaching timetable for both theory and practical lab hours. Besides, departments plan skill enhancement courses, lectures, fieldwork and project work. The IQAC encourages and monitors the use of ICT in day-to-day teaching learning activities. Experiential learning and student participation in classroom activities is ensured by the IQAC through the provision of guidelines and collection of feedback. The conduct of value added classes, soft-skill development programmes and workshops are monitored by the IQAC through its regular meetings with the department level stakeholders. The attainment of learning outcomes is reviewed through internal assessment which is conducted on a regular basis. Internal assessment encompasses internal test papers as well as assignments and seminars. Participation of students in class room activities and their engagement in extracurricular activities are also considered for the evaluation of learning outcomes. Result analysis is conducted on a regular basis as per the directives of the IQAC to monitor the achievement of outcomes.

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

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

**B. Any 3 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://sdcollege.in/sdc-annual-report.html">https://sdcollege.in/sdc-annual-report.html</a>
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

The college prioritizes addressing gender issues and has implemented concrete measures to tackle them effectively. All programs are structured according to annual action plans with the overarching goal of achieving Gender Equity, aligned with Goal 5 of the United Nations Sustainable Development Goals (UNSDG).

SD College Women's Studies Cell (WSC) is dedicated to ensuring equal treatment for all students, irrespective of gender. The college provides academic and personal counseling to both male and female students, addressing their concerns.

The Women's Studies Cell coordinates activities and awareness campaigns throughout the year. An action plan, developed through collaborative efforts among the Women's Studies Cell, NSS, NCC, various clubs and departments, guides their collective endeavors toward achieving set objectives.

- Women faculty hold key administrative positions such as Principal, Heads of Departments, Council Members.
- The college actively conducts campaigns on gender awareness, anti-ragging, and anti-sexual harassment.
- Dedicated common rooms are provided for female students.
- Washrooms for female students are equipped with incinerators and sanitary napkin vending machines.
- The college's professional counselor offers counseling services and organizes gender sensitization programs.
- Female staff accompany girl students during industrial visits and field trips.

- Various awareness programs are conducted by NSS, NCC and WSC on gender related issues.

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

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

**A. 4 or All of the above**

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	<a href="#">View File</a>

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

**S.D. College, Alappuzha, is committed to responsible waste management practices. Guided by the principles of Reduce, Reuse, and Recycle, the college implements a comprehensive system for handling various waste streams.**

**1. Solid Waste Management:**

- Segregation: Separate bins strategically placed across campus collect degradable and non-degradable solid waste separately.
- Collection and Disposal: Local authorities regularly collect segregated waste for proper disposal.
- Sanitary Waste: An incinerator ensures the safe and hygienic disposal of sanitary waste.

**1. Liquid Waste Management:**

- **Drainage System:**An efficient drainage network effectively channels liquid waste from various sources.
- **Biomedical Waste Management:** Due to the limited amount of biomedical waste generated on campus, a dedicated system is not currently required. However, the college adheres to all necessary regulations for handling any biomedical waste that might arise.
- **E-waste Management:** The college prioritizes proper equipment and appliance maintenance and repair to minimize e-waste generation. Responsible disposal of e-waste will be undertaken through authorized channels when necessary.
- **Waste Recycling System:** Distilled water is collected and reused for laboratory purposes, promoting resource conservation.

#### 1. Hazardous Chemicals and Radioactive Waste Management:

- **Chemical Reuse:**The Chemistry lab implements practices for recycling and reusing chemicals whenever possible.
- **Radioactive Waste:**The college does not generate radioactive waste.

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

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus** A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	<a href="#">View File</a>

**7.1.5 - Green campus initiatives include**

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

**A. Any 4 or All of the above**

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

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

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

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

**A. Any 4 or all of the above**

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

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and**

**A. Any 4 or all of the above**



**facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

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

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

Sanatana Dharma College is committed to fostering an inclusive environment for teaching and learning, valuing tolerance across various cultural, regional, linguistic, communal, and socioeconomic diversities. The college encourages both faculty and students to embrace diversity without bias towards religious or regional identities, ensuring equal opportunity for all students to express themselves freely. The college recognizes and celebrates religious holidays from different faith traditions, promoting inclusivity and respect for religious diversity. Cultural events like Onam, Holi, and Christmas showcase the traditions and customs of various cultural groups, creating a sense of belonging and unity among students. The college also provides a forum for students to perform for Navaratri Function and 'Chirap' of a temple in the city, allowing students from all communities to showcase their talents and abilities. To promote national unity and strengthen the diverse community, the NSS and language departments organize sessions on specific days. Support services and resources are provided to students from marginalized or underrepresented communities, and financial aid is provided through scholarships and grants to ensure equal access to education and opportunities. The college adheres to Government of India regulations on gender nondiscrimination and hosts seminars and interactive sessions to foster an accepting and tolerant society.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

Understanding constitutional values cultivates a sense of civic duty and responsibility among students and employees, encouraging active participation in democratic processes. Educating individuals about constitutional principles instills respect for fundamental rights and liberties, fostering a culture of inclusivity, tolerance, and respect for diversity. Moreover instilling constitutional values helps cultivate ethical leadership qualities among students and employees, guiding them to make principled decisions grounded in justice, fairness, and equality.

With a view to impart such constitutional values among students and employees, Sanatana Dharma college conducts various programmes and events. In connection with Constitution day celebrations, NSS unit of Sanatana Dharma college organised various programmes such as Reading of Preamble of Indian Constitution, Pledge on Constitution day and Discussion on 'Importance of Indian Constitution in the current scenario' on 26 November 2022. In addition to these, a visit to Legal Literacy Hall & Arts Gallery at SDV Boys HSS, Alappuzha was also conducted to underscore the importance of the rule of law.

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

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code**      **B. Any 3 of the above**

**of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized**

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<a href="#">View File</a>
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Sanatana Dharma College enthusiastically observes a diverse array of national and international commemorative days, events, and festivals. These observances not only pay tribute to significant historical milestones and ideals but also cultivate a sense of unity, cultural richness, and social consciousness among both students and faculty. The college marks key dates such as Independence Day (August 15) and Republic Day (January 26), as well as Kargil Vijay Diwas (July 26), commemorating the valor and sacrifice of Indian soldiers, and Youth Day (January 12), reflecting on the nation's journey and the importance of its hard-won freedom. National Girl Child Day (January 24) and International Women's Day (March 8) are observed to underscore gender equality and empower women across all spheres of life. Additionally, Mahatma Gandhi's principles of peace, non-violence, and social justice are honored on Gandhi Jayanthi (October 2) and Gandhi Smarana (January 30). Environmental Day (June 5) serves as a platform to advocate for environmental conservation and sustainable practices, while Yoga Day (June 21) promotes holistic well-being, encouraging students to embrace physical and mental fitness through yoga. Moreover, the college celebrates cultural diversity by participating in festivals such as Onam, Christmas, and Holi, providing an opportunity for students from diverse backgrounds to come together, appreciate different traditions, and foster cultural harmony.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

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

**Title of the Practice:** 'Sahayanam'

**Objectives of the Practice:** bridge the educational and economic divide affecting Scheduled Tribes in Alappuzha district by enhancing career literacy, facilitating access to opportunities.

**Context:** ST communities often experience marginalization, resulting in low educational levels and limited career awareness.

**The Practice:**

A collaborative effort by NSS Unit, Cochin Shipyard Limited, and Government departments, Sahayanam conducts socio-economic surveys, awareness campaigns, and psychometric testing for ST individuals

**Evidence of Success:** An increased community awareness of career options and higher education is reflected

**Problems Encountered and Resources Required:**

Reaching all members and maintaining long-term program sustainability

**Notes:**

A model is set for empowering marginalized communities.

**Title of the Practice:** "Ramayana: A Textual Exploration with Interpretive Insights":

**Objective:** To deepen understanding of the 'Ramayana' and Malayalam literature while fostering critical thinking, communication skills,

and cultural exchange between academia and communities.

**Context:** The gap between academic discourse and community understanding, particularly concerning cultural heritage is to be addressed.

**Practice:** guided readings, scholarly analyses, open discussions.

**Evidence of Success :** over 100 participants indicates its popularity and efficacy.

**Problems Encountered and Resources Required:** Digital divide and technical disruptions,

**Notes:** "Our college remains committed to sharing India's cultural heritage through impactful initiatives.

File Description	Documents
Best practices in the Institutional website	<a href="https://sdcollege.in/institutional-best-practices.html">https://sdcollege.in/institutional-best-practices.html</a>
Any other relevant information	Nil

### 7.3 - Institutional Distinctiveness

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

SD college strive to provide quality education accessible to all members of the society. By offering programs tailored to the needs and aspirations of rural students, the college contribute to break the cycle of poverty and fostering economic development in the region. By incorporating vocational training and skill development programs, the college equip students with the practical tools necessary to thrive in their local environment. A student stepping to the world of higher education is provided with quality education from undergraduate level to doctorate level.

The college actively engage with the surrounding community to address its pressing needs and challenges through initiatives such as healthcare camps, agricultural activities etc. By leveraging its resources and expertise, the college play a pivotal role in

improving the quality of life for rural residents, thereby embodying the spirit of seva inherent in Santana Dharma.

The college has a vital role to play in preserving and promoting the cultural heritage of the region. By incorporating these elements into its extracurricular activities, the college fosters greater appreciation for the cultural diversity of the country.

By instilling in students a sense of reverence for the natural world, the college contribute to build a more ecologically conscious society.

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

As an institution affiliated to the University of Kerala, all academic programmes are aligned according to the syllabi prescribed by the University. An Academic College Planner, which corresponds to the academic calendar published by the University is prepared by the College Level Monitoring Committee (CLMC) at the beginning of each academic year, thereby ensuring maximum use of working days. Department level timetables are prepared and the teaching schedule for each subject is prepared by the teachers at the start of the academic year. The Department Head reviews the lesson plan. Monthly tutorial meetings ensure that a healthy communication transacts between students and teachers and adequate steps are taken to ensure that the student grievances are addressed appropriately in timely manner. Attendance marked in the MIS ensures proper monitoring of student attendance. The CLMC and the Department Level Monitoring Committee continuously and effectively monitors the evaluation system of the college and ensures transparency in the entire process. Periodic Student-Parent-Teacher-meetings are conducted to ensure the participation of parents in the curriculum. Prompt analysis of the feedback is done and corrective measures are taken, wherever necessary. The IQAC is actively involved in conducting workshops, bridge courses and conferences to complement the curriculum.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

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

An academic calendar containing information about the commencement of different programmes, the last date of classes for each semester, the schedule for internships and the dates for semester exams is published by the university prior to the beginning of each semester. SDC strictly adheres to the

university calendar and plans all its activities including administration of Continuous Evaluation (CE). An institution level calendar is prepared by the institution and each department prepares its own calendar. The institution level calendar has information like the total number of working days, holidays, Continuous assessment dates and other events pertaining to curricular and other activities. All the activities of the college are carried out in accordance with this schedule. The academic calendar assists in organizing their individual course delivery, research projects, academic activities and extra-curricular pursuits. The completion of curriculum in accordance with the lesson plan is closely tracked by department heads. Assignments, tests and seminars are conducted regularly according to the schedule. The examination committee prepares the internal assessment test schedule. The academic committee meetings are a regular forum for the Principal to review make appropriate recommendations regarding academic functioning. The institution makes the necessary adjustments as per the changes of University.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

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

A. All of the above

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



<b>1.2 - Academic Flexibility</b>	
<b>1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</b>	
<b>1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented</b>	
22	
File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>
<b>1.2.2 - Number of Add on /Certificate programs offered during the year</b>	
<b>1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)</b>	
2	
File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>
<b>1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year</b>	
84	
File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>
<b>1.3 - Curriculum Enrichment</b>	

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

Content of following courses are related to the crosscutting issues. EN 1211.1 Environmental studies and Disaster Management CG 1271 Narratives of social Justice and Restitution EL 233.5 Women's Writing CO 211 Business Ethics and Corporate Governance PY 1542 Statistical Mechanics, Research Methodology and Disaster Management CR 1551.3 Environmental Chemistry: Open Course BO 1542 Environmental Studies and Phytogeography HY 1551.3 & HY1651.6 History of Human Rights Movement ZO1551.2 Human Health and Sex Education MB1551.2 Microbial Waste Management MB1551.3 Biofertilizer Technology PE 1551 Health and Fitness Education ZO1441 Ecology, Habitat Destruction & Disaster Management ZO232 Ecology, Ethology and Biodiversity Conservation HN 1232 Paristhithik Patt aur Hindi Sahitya EL.535.4 Environment, Ecology and Literature EL.544.5 Theorizing Sexualities CH1661.1 Supramolecular, Nano Particles and Green Chemistry

ML 1331 Paristhithi Padanam ML 1431 Dalit Sahityam, Sthree Vada Sahityam EC 222 Economics of Social Sector and Environment BO 222 Environmental Biology, Forest Botany, Phytogeography & Conservation Biology For promoting human values, national integration , environment awareness and gender equality, the college conducts events like the Swatch Bharath Abhiyan, International Women's Day, vegetable gardening and activities organized by the N.C.C, NSS, Bhoomitrasena, etc . On National Voters Day, the college educates its students about their constitutional right to vote.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

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

22

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

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

900

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

### 1.4 - Feedback System

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	Nil
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	No File Uploaded

<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>A. Feedback collected, analyzed and action taken and feedback available on website</b>
File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
URL for feedback report	<a href="https://docs.google.com/forms/d/e/1FAIpQLScyG2ZyPp_sfP8U4Rd3rnhtBdKdTy0TFsPdMauWQLlycH84Ag/viewform?usp=sf_link">https://docs.google.com/forms/d/e/1FAIpQLScyG2ZyPp_sfP8U4Rd3rnhtBdKdTy0TFsPdMauWQLlycH84Ag/viewform?usp=sf_link</a>
<b>TEACHING-LEARNING AND EVALUATION</b>	
<b>2.1 - Student Enrollment and Profile</b>	
<b>2.1.1 - Enrolment Number Number of students admitted during the year</b>	
<b>2.1.1.1 - Number of students admitted during the year</b>	
2410	
File Description	Documents
Any additional information	<b>No File Uploaded</b>
Institutional data in prescribed format	<a href="#">View File</a>
<b>2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)</b>	
<b>2.1.2.1 - Number of actual students admitted from the reserved categories during the year</b>	
510	
File Description	Documents
Any additional information	<b>No File Uploaded</b>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>
<b>2.2 - Catering to Student Diversity</b>	
<b>2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners</b>	
We prioritize upgrading our teaching and learning methods to	

accommodate the diverse needs of our students. With students at S.D. College presenting a wide range of aptitudes, skill sets, and academic backgrounds, our faculty diligently assesses individual strengths and weaknesses to provide personalized support to them. Upon enrollment, students undergo diagnostic testing to determine their academic proficiency, allowing us to classify them as above average, average, or below average learners, with class tutors overseeing this process. Specialized programs are then designed to address the needs of both struggling and gifted students. For those requiring additional assistance, remedial classes are provided that target complex topics and it is supplemented by regular tutoring and mentoring sessions conducted by class tutors, who closely monitor their progress through internal assessments. Conversely, gifted students are offered advanced learning opportunities, including expert sessions, value-added classes, seminars, workshops, hands-on training, and project work. They are actively encouraged to engage in experiential and participatory learning experiences, which includes - assuming leadership roles in organizing academic events and representing the institution in various competitions, workshops, presentations, and conferences. Additionally, they receive guidance for pursuing higher education and research endeavors.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
2410	104

File Description	Documents
Any additional information	<a href="#">View File</a>

### 2.3 - Teaching- Learning Process

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

At S.D. College, the educational approach is focused on the

students, ensuring that learning goes beyond just imparting knowledge. To enrich classroom instruction, a variety of activities are integrated into the curriculum. This includes industrial visits, field trips, and internships, designed to immerse students in real-world environments where they can engage in observation, critical thinking, problem-solving, and practical training. Specifically, the Chemistry, Zoology, Botany, and Commerce departments regularly schedule such experiential learning opportunities.

Group projects play a pivotal role in this experiential learning framework. All undergraduate courses include a mandatory group project that encourages students to tackle discipline-specific problems or research questions, culminating in a report that adheres to standard research publication guidelines and undergoes external evaluation.

Classroom interactions are dynamic, emphasizing student engagement through seminars, group discussions, debates, and quizzes. Assignments are strategically designed to encourage the effective utilization of libraries and electronic resources. Furthermore, students are at the forefront of planning and executing academic and extracurricular events, such as seminars, exhibitions, contests, campaigns, and arts festivals. This involvement is crucial for developing a wide range of skills, including planning, time management, communication, leadership, teamwork, problem-solving, and public speaking, thereby contributing to holistic personality development within the curriculum.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

The institution promotes an ICT-based approach to teaching and learning, utilizing information technology for communicating with students. Communication with students occurs through platforms such as email and WhatsApp groups, while online classes engage students through software like Google Meet and Microsoft Teams. Multisensory input is provided during offline classes using tools

such as PowerPoint slides, audios, and videos, with visual demonstrations in science classes and film screenings in arts classrooms. Facilities for online and ICT-based teaching are available across all departments, equipped with computers, laptops, LCD projectors, speakers, scanners, and e-reference materials. Internet connectivity is ensured throughout the campus, including seminar halls, offices, and the General Library. Additionally, students have access to e-resources through the INFLIBNET facility, including journals, e-books, audio books, videos, and research theses. A computer lab with 60 desktop computers supports practical sessions, training programs, and student project report preparation, and it enhance students' ICT skills. Students are trained in using ICT for various purposes.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

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

#### 2.3.3.1 - Number of mentors

104

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

#### 2.4.1 - Number of full time teachers against sanctioned posts during the year

104

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

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

##### 2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

56

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

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

##### 2.4.3.1 - Total experience of full-time teachers

8.86 years average

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

#### 2.5 - Evaluation Process and Reforms

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



The institution places significant emphasis on Internal Assessment (IA). It is overseen by the College Level Monitoring Committee (CLMC) to ensure transparency and compliance with strict guidelines. IA constitutes 20 percent of marks for UG programmes and 25 percent for PG programmes. The evaluation criteria includes attendance, classroom performance, internal tests, and assignments/seminars. Upon enrolment in a UG/PG programme, students receive a briefing on the IA criteria. Each semester, two sets of internal tests are conducted, from which the better score is taken. It also allows students to improve their scores based on teacher feedback. Question papers adhere to CLMC stipulations and are administered and evaluated by faculty members. Beyond written tests, classroom discussions and quizzes are utilized for assessment. Assignments are evaluated based on content, timeliness, neatness, and proper citation of external resources. Participation in extension activities( club activities / NCC)is also considered for IA marks in the fifth semester of UG. Mark lists are published and student grievances promptly addressed before final submission to the University.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

The institution's internal assessment system operates with coordination, transparency, and effectiveness. Internal evaluation places emphasis on methods that are conducive to students, offering constructive feedback regarding their performance. Faculty members, Class Tutors, Heads of Departments, and the College Level Monitoring Committee (CLMC) meticulously oversee internal evaluation to prevent issues. At the start of undergraduate/postgraduate programs, students receive briefings on evaluation criteria and have their questions addressed. Monthly publication of attendance percentages, rigorous evaluation of assignments and tests, and semester-end publication of mark lists before submission to the University ensure transparency. Student queries receive prompt attention from teachers, allowing them to address clerical errors or express concerns about attendance, assignments, or test scores. Most

grievances are resolved at the teacher level, with remaining issues escalated to the Department Head or CLMC for resolution. The CLMC, under the coordination of its head, swiftly addresses outstanding grievances within a two-day timeframe. Notably, during the 2020-21 academic year, no grievances required CLMC intervention, reflecting the system's effectiveness.

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

## 2.6 - Student Performance and Learning Outcomes

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

As a college affiliated with the University of Kerala, we strictly adhere to the Programme and Course Outcomes outlined by the University. It encompasses essential Graduate Attributes such as disciplinary knowledge, critical thinking, research skills, scientific reasoning, communication proficiency, practical aptitude, self-directed learning, and ethical awareness. Our institution has established a robust system for disseminating these outcomes to both faculty and students. Working in conjunction with departments, institutional bodies like CLMC and IQAC play a pivotal role in this process. At the department level, syllabus discussion sessions are conducted according to CLMC and IQAC directives, fostering a shared understanding of curricular objectives among faculty members and facilitating strategic planning to achieve them. Faculty members actively engaged in university-level academic bodies, such as Boards of Studies, lead these discussions. Following enrollment, students undergo induction sessions at both institutional and department levels, providing them with a comprehensive overview of Programme Outcomes. Faculty members further elucidate curricular objectives to students, outlining the expected learning behaviors. During the orientation for Internal Assessment, specific outcomes are delineated. Furthermore, internal assessment methods are meticulously calibrated to assess the attainment of curricular outcomes effectively.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://sdcollege.in/course-outcomes.html">https://sdcollege.in/course-outcomes.html</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

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

The institution adheres to the Programme Outcomes and Course Outcomes established by the University of Kerala. Both faculty and students are thoroughly acquainted with these outcomes for every course, and curriculum delivery is adjusted accordingly to ensure their attainment. Evaluation of student performance, both internally and externally, serves as a means to assess the achievement of these outcomes. The University conducts end-semester evaluations, with the analysis of student performance aiding in gauging outcome attainment. Internal assessments, which carry appropriate weightage, focus on Programme and Course Outcomes. Internal examination question papers comprehensively cover key knowledge and skill areas. Various methods such as viva voce, classroom quizzes, assignments/seminars, and practical work are utilized in internal assessment to provide insights into outcome achievement. Feedback collection serves as another valuable strategy, with student feedback on curriculum transaction helping to assess satisfaction levels. Additionally, feedback from parents and teachers is compiled to evaluate the suitability of Programme Outcomes and assess their attainment. Finally, student performance in projects, internships, and placement activities, as well as their progression after course completion, serve as tangible evidence of Programme/Course Outcome achievement.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://sdcollege.in/outcome-based-internal-evaluation.html">https://sdcollege.in/outcome-based-internal-evaluation.html</a>

### 2.6.3 - Pass percentage of Students during the year

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

the year

487

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	<a href="https://sdcollege.in/sdc-annual-report.html">https://sdcollege.in/sdc-annual-report.html</a>

## 2.7 - Student Satisfaction Survey

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

<https://sdcollege.in/wp-content/uploads/2024/02/Student-Satisfaction-Survey.pdf>

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

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

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

16.7

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

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

**3.1.2.1 - Number of teachers recognized as research guides**

22	
File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>
<b>3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year</b>	
<b>3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year</b>	
3	
File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil
<b>3.2 - Innovation Ecosystem</b>	
3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge	
<p>In fostering a culture of innovation among its student body, the college has intricately woven an ecosystem designed to facilitate the seamless exchange of ideas and resources. This vibrant milieu encompasses several pillars including the Institution's Innovation Council (IIC), Entrepreneurship Development Cell, Skill Development Centre, Research Cell, SDC Human Development, Research &amp; Training Center, E-Resource Development Cell, and Media Centre. Additionally, the institution forges valuable alumni connections and cultivates strategic collaborations with esteemed industry and institutional partners to further enrich this ecosystem. Guided by MHRD scheme, the Institution's Innovation Council stands as a testament to creative prowess. Comprised of certified Innovation Ambassadors appointed by the Ministry of India, the IIC advocates for innovation, intellectual property rights (IPR), startups, and entrepreneurship within the</p>	

college community. The Entrepreneurship Development Cell nurtures entrepreneurial spirit, while the Skill Development Centre, operating under the UGC scheme of DDU Kaushal Kendra, equips students with indispensable skills. The Sanatan Dharma Human Development, Research & Training Center serves as an epicenter for proactive research endeavors spanning diverse disciplines, including interdisciplinary studies. The E-Resource Development Cell crafts educational resources to enrich student learning experiences and conducts nationwide faculty training, underscoring the institution's unwavering dedication to comprehensive academic excellence

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

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

13

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.3 - Research Publications and Awards

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

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

60

File Description	Documents
URL to the research page on HEI website	<a href="https://sdcollege.in/research.html">https://sdcollege.in/research.html</a>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

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

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

36

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

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

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

12

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.4 - Extension Activities

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

The institution champions the development of social responsibility within its student cohort through an array of

community engagement initiatives, forging collaborative partnerships with both governmental and non-governmental organizations. By orchestrating extension and outreach programs with entities such as Sanatana TLC, NSS, NCC, YRC, Women Cell, Legal Literacy Cell, Environment Club, Rotary Club, and Subject Associations, the institution fosters awareness of pressing societal issues and actively involves students in impactful communal endeavors. To institutionalize the practice of extension activities, the Internal Quality Assurance cell mandates each subject association to coordinate a minimum of three such activities annually, showcasing the institution's unwavering commitment to holistic student development and the cultivation of a professional mindset. Exemplifying this dedication is the institution's participation in the annual beach cleaning drive at Alappuzha beach, in collaboration with the 11 KER Bn NCC Alappuzha, demonstrating a tangible commitment to community involvement. Furthermore, the NSS spearheads numerous initiatives ranging from disaster management training to seminars addressing drug abuse and plastic misuse, underscoring the institution's multifaceted contributions to societal progress. Through these concerted efforts, the institution not only advances meaningful change but also instills a profound sense of civic responsibility among its student body

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

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

30

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>



**3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year**

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

166

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

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

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

7760

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

**3.5 - Collaboration**

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

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

21

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

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

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

6

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

The institution is well-equipped with a robust infrastructure and physical facilities conducive to effective teaching and learning. This includes spacious classrooms furnished with modern amenities to facilitate a comfortable and engaging learning environment. Additionally, the institution boasts well-equipped laboratories tailored to meet the practical needs of various academic disciplines.

Furthermore, state-of-the-art computing equipment is readily available to support technological advancements in education. This ensures that students have access to cutting-edge resources for research, analysis, and project work. The institution's

commitment to providing adequate infrastructure extends beyond traditional learning spaces, encompassing libraries, seminar rooms, and other facilities essential for holistic academic development.

In essence, the institution's investment in infrastructure and physical facilities underscores its dedication to fostering a dynamic and enriching educational experience for students, faculty, and staff alike.

#### Highlights

ICT Enabled classroom/Seminar rooms - 36

Computer Lab - 3

Cricket Ground - 1

Basket Ball Ground - 1

Football ground - 1

General Library -1

Laboratory - 14

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

Sanatana Dharma College boasts ample space for sporting events, both indoor and outdoor games, and cultural activities. Recognizing the importance of catering to the diverse interests and well-being of its students and staff, the institution provides a range of facilities.

For cultural activities, designated areas such as auditoriums or

multipurpose rooms are available. These spaces enable students to participate in and organize various cultural events, including music concerts, dance performances, plays, debates, and other artistic endeavors. The institution understands the significance of cultural activities in fostering originality, expression, and diversity.

To promote physical fitness and healthy competition, Sanatana Dharma College offers a variety of sports and gaming facilities. These include:

- 1 Football ground
- 1 Basketball court
- 1 Volleyball court
- 1 Cricket ground
- A soccer field and basketball and volleyball courts are available outdoors
- The college also boasts a state-of-the-art cricket stadium operated by the Kerala Cricket Association

Thanks to these excellent facilities, students have excelled in competitions, bringing honor to the college. Overall, Sanatana Dharma College's commitment to providing facilities for games, sports, and cultural events underscores its dedication to fostering a balanced education and promoting healthy living among its staff and students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

36

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

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

42.6

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

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

Library of Sanatana Dharma College is using open source software Koha for its library operations. KOHA is an Integrated Library Management System. The library has 59242 items as its main collection. All books are available in the ILMS database. Issue and return of books are being carried out using the software KOHA. Barcode technology is used for issue/return of books through barcoded ID Cards. All the barcodes are generated in-house using a software called 'Barcode-Magic'. The open source software is Koha is configured in-house and it is installed in a local server. The Online Public Access Catalogue of the library is hosted inside. It is available through the Internet using 'static IP' technology. The URL of the library catalogue is <http://library.sdcollege.in>

ILMS Version: KOHA 16.1

Status of Automation : Full

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

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

**A. Any 4 or more of the above**

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

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

1.80

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

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

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

32.6

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

### 4.3 - IT Infrastructure

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

The college found increased demand for internet connectivity among the departments during the academic year. Considering the future prospects and existing demand of the institution, the college has the leased line connection (1:1) of 10MBPS. Along with that, the college has also provided individual Fibre to Home connections of 150 Mbps speed to all departments in addition to the above. The college upgraded 16 of its classrooms and learning environments with Short throw projectors and four smart podiums funded under the MPLADs scheme for the year 2022-23. The work was completed and the class rooms were made available to the student community. The auditorium of the college was renovated with state of the art digital connectivity and modern amenities in an air conditioned environment. Department of Commerce converted one of its class room into a video conferencing seminar hall with a seating capacity of 120. The Sanatanam video conferencing (SVC) room was sponsored by Padmashri M A Yussuf Ali, LuLu International. More number of computers were added as per the request of the departments and regular maintenance of all electronic equipments were carried out.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

#### 4.3.2 - Number of Computers

170

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

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

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

96.34

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

Our Institution has established methods and practices for taking care of and using its physical, academic, and support facilities.

1. Building Maintenance Identify any maintenance or repair needs through routine inspections, and when necessary, perform preventative maintenance. To stop future deterioration, address any faults or damage that have been reported right away.



Classrooms, laboratories, libraries, sports facilities, and computer labs have been effectively allotted space, and we've put in place a system for scheduling facility usage to prevent conflicts and maximize utilization. In the case of shared facilities, provide a procedure enabling individuals or organizations to reserve particular spaces for their need. Disseminate information on facility usage policies, including rules, regulations, and acceptable conduct.

**2. Management of laboratories:** To ensure reliable results, establish maintenance and calibration protocols for laboratory equipment. Create and implement safety regulations, such as guidelines for handling chemicals, disposing of trash, and addressing emergencies. To keep track of and manage laboratory supplies, chemicals, and equipment, implement an inventory system. Train lab users on how to operate the equipment, safety procedures, and acceptable laboratory practices.

**3. Computer Lab Management:** Regularly maintain and upgrade computer hardware to ensure optimal performance. Install and update necessary software, operating systems, and security programs. Provide technical assistance and troubleshooting services to computer lab users.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

1518

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

### 5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

#### 5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

16

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

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

**A. All of the above**

File Description	Documents
Link to Institutional website	Nil
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

691

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

691

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

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

A. All of the above

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

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

<b>13</b>	
File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	<a href="#">View File</a>
<b>5.2.2 - Number of students progressing to higher education during the year</b>	
<b>5.2.2.1 - Number of outgoing student progression to higher education</b>	
<b>167</b>	
File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>
<b>5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)</b>	
<b>5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year</b>	
<b>12</b>	
File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>
<b>5.3 - Student Participation and Activities</b>	

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

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

**148**

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

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

Sanatana Dharma College is a prominent higher education institution, financially aided by the Government of Kerala and affiliated to the University of Kerala. The College adheres to the University in the admission, academic and administration functions associated with the conduct of examinations. The College also abides by the orders issued by the Government of Kerala. The College provides democratic and student-friendly atmosphere and without any barriers in the free flow of interactions between the stakeholders which primarily include teachers, researcher scholar and students. The teaching - learning process renders equal significance to academic and non-academic exchanges between the teachers and students. Feedbacks are collected from the staff and students alike for perpetual improvement of the campus and class environment to facilitate work and learning. Students participate in the decision - making process of the college and the various activities with keen focus on the development of institution. In this light, a forum, Student I.Q.A.C. was formed, with student representations from all the departments (and batch). This was primarily formed for the students to raise their grievances and to fulfil their expectations from the part of the teachers and the institution.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

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

45

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<a href="#">View File</a>

### 5.4 - Alumni Engagement

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

The College has a registered Alumni Association - S.D. College Old Students Association (since 1986) with the new name SDCAA in 2016, registration number ALP/TC/142/2016. SDCAA operates in a decentralized fashion, pooling their resources to promote the welfare of society and students alike for 12 departments and NSS, NCC. Meetings are held between SDCAA and the subsidiary alumni associations to organize events. The College encourages regular alumni meets and programmes. The Department of Botany conducted alumni meet of UG 2004 batch. The Chemistry Department held its mega meet where an incinerator was presented installed in the campus. The Department of Zoology also held its annual meet. The Department of Commerce had three engagements of interactive sessions - Two as part of their Meet The Entrepreneur Series and the third - a session on Online Stock Trading with alumni as the

three Resource Persons. Endowments were distributed to the students from funds contributed by the old students of different batches. English and History Departments also held their alumni meet which included cultural programmes during the year. The Economics Department in association with its alumni organised a state level seminar, Merit Day, a lecture programme and a Reverse Quiz Competition.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

A. ? 5Lakhs

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

The institution is guided by its motto of "Satyam, Shivam, Sundaram", manifesting the ideals of truth, godliness and beauty, in all its engagements. The institution stands to transform young minds by providing quality and value-based education and envisions to lead the young minds from the darkness of ignorance to the light of wisdom; from slumber to creative benefaction. Promoting education that aims at nation building and realising human life to its fullest is the instinctual characteristic of the institution. The institution maintains an atmosphere to catalyse the students' quest to knowledge and keep them focused on their path of development. The institution vehemently upholds its spirit to keep up its commitment towards all its stakeholders from students to general public. The Management committee, Sanatana Vidyasala upkeeps any physical and qualitative requirements. Academic Staffs, Non - Academic Staffs, Students at various level of administration and other aides work together to ensure the proper functioning of the institution. The institution also has various cells that prepare and implement policies and

assures quality. Principal is the head of the institution and leads the institution in setting an achieving its goals and duties. The activities of the institution like Admission, Academics, Evaluation, Research, Placement, Industrial Interaction, Innovation, Capacity building as well as Outreach are coordinated through various bodies which are entrusted under the charge of various faculty. The institution has a policy of promoting the participation of its staffs in various decision-making bodies of at institutional, university and governmental levels.

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

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

The institution believes in the ideals of democracy and participatory governance. Manager, the appellate figure on institutional policies and choices, is the supervisory authority. Principal serves as the head of the institution, assisted by Vice-Principal, who will be the senior most teaching faculty. The Senior Superintendent assist the Principal in administrative functioning. The College Council is the highest decision making authority. The Departments are assigned under the charge of various Heads and Faculties are given charge of a class. The faculties are also coordinators of various clubs. The statutory cells of the institution are constituted as per norms. The College level monitoring committee overlooks the implementation of curriculum especially examination and attendance. The Department level monitoring committees does this at the department level. These mark institution's decentralised administration. The conduct of internal examination by CLMC, with departments taking part in question paper preparation, invigilation and evaluation duties and publication of results shows participative management. A student IQAC caters to quality management initiatives from students part. The PTA is a proactive body that supports the institution in all its best capacities. The Alumni associations and the Retired Teachers Forum put in their best roles in the development of the institution.



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

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institutional Strategic/ perspective plan is effectively deployed

- Maintaining academic excellence will result in 0% failure, according to the perspective plan.
- An efficient approach for evaluating, supporting, and coaching students.
- Modern infrastructure is provided for efficient teaching and learning.
- Promote an interdisciplinary research culture among faculty and students by improving the research atmosphere.
- Improve the functioning of the business incubator and increase student participation.
- Strategic Plan to Create and implement an efficient teaching-learning process through the use of ICT and other AV resources to deliver the course material on time. Remedial coaching should be given to slow learners, monitoring the students' attendance on a constant basis.
- Results should be evaluated and published promptly, and pupils should be given correction instructions. Offer sufficient library resources and encourage self-learning through seminars, assignments, group debates. introducing pupils to new horizons of knowledge through interaction with esteemed academicians and businesspeople. Encourage student database exploration, foster a scientific mindset, and foster teamwork through project work, club activities, and the organization of seminars and conferences.
- Encourage educators to attend and present conferences and seminars. Organize seminars and conferences on contemporary issues. Encourage professors to embark on funded research initiatives from outside sources.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://sdcollege.in/wp-content/uploads/2023/09/6.2.1-Final-2.pdf">https://sdcollege.in/wp-content/uploads/2023/09/6.2.1-Final-2.pdf</a>
Upload any additional information	No File Uploaded

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

The governing council of the college, called the College Council, is chaired by the Principal and includes all the Heads of the Departments, Librarian, Office Administrative Assistant and 3 elected members from among the faculty. All important decisions are made in the Council including academics to discipline related issues. The Principal is vested with the regular functioning of the college and is well supported by the College Council which is the apex body; the IQAC which constantly and keenly observes and assures the quality management system and the CLMC which is a statutory body to monitor college level academic matters, the examination related and other university level issues. Other bodies like Admission Committee, Discipline Committee; Anti-Ragging Cell; Grievance Redressal Cell; Equal Opportunity Cell; Women Studies Cell etc. play pivotal roles in the institution's proper functioning. The institution's inclusive policy and adherence to norms is evident from the appointment of divyaangjan to the non-academic cadre.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	<a href="https://sdcollege.in/organogram.html">https://sdcollege.in/organogram.html</a>
Upload any additional information	No File Uploaded

**6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination**

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

Welfare measures for teaching and non- teaching staff include Government schemes such as Employee Provident Fund, Loans from EPF/Contributory Pension Schemes • Medical reimbursement • General & State Life Insurance • Pension and Gratuity • Maternity leave (6 months) for female employees and paternity leave (15 days) for male employees • Medical & Earned leave. College has developed following welfare measures for the staff • Establishment of Day Care Centre for children of staff and adult students. • SWASTI - Sanatanam Social Welfare Association, which provides immediate financial support for medical or other emergencies. • The Staff Co-operative Society caters financial needs of its members through chitties, loans etc. It also recognises creditable achievements. • The Staff club, managed by a committee of selected members, provides a common platform to enhance co-operation and sharing. It recognizes the meritorious staff and students, organizes send-off meetings, conducts staff tours, celebrate festive occasions like Onam, Christmas, New Year and staff day. • Canteen and Co-operative store are available in the campus to provide food and snacks as well as books and stationery at reasonable price to the staff and students. • A staff cricket club present in the college that participates in different tournaments.

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

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

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

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

11

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

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

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

19

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

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

A self-appraisal format is developed by the IQAC as per UGC guidelines for evaluating the performance of teachers - viz. Performance Based Appraisal System (PBAS). All the faculty members submit their appraisal form at the end of each academic year. The assessments made by the Principal and the Management are returned to the Heads of the Departments to provide feedback to the teachers. Based on the feedback, teachers are encouraged to attend professional development programmes and adopt innovative teaching techniques. The Academic Performance Indices (API) of each academic year, are collected from each faculty member. These scores are used for the award of career advancements to faculty members and for promotion/placement to next higher position. The student appraisal of teacher performance is practiced for the last few years in which students provide their views on the teachers' performance. The Heads of the Departments consolidate the data which is submitted to the Principal. The student appraisals are discussed privately and confidentially with the teachers and improvements are suggested. The performance of the non-teaching staff is monitored and informally evaluated by the Principal. The office, under the direction of the Principal, maintains service books and personal files of all staff.

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

#### 6.4 - Financial Management and Resource Mobilization

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

Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words Every year, State Government audit takes care of utilization of the Funds received by the College. Officials of the Deputy Directorate of College Education, Ernakulam scrutinize the funds received from the Government. The Funds are also subjected to verification by the officials of Accountant General Office, Trivandrum. Utilization certificate received from certified auditors is submitted for funds received from central and state bodies. Utilization of Alumni Association and PTA funds are scrutinized internally by a committee of senior faculty members. The Purchase Committee takes care that purchases are done properly and in accordance with the purchase rule of Government. The HoD Meetings reviews the mobilization & utilization of funds periodically. The Library Advisory Committee takes care that the resources in library are utilized optimally.

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

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

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

13 lakhs approximately

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

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

The institute has well-defined mechanism to utilize the available resources for the development of academic processes and infrastructure. The tuition fee and special fee collected from the students are deposited at Treasury . The PD fund from the Government is used to purchase Chemicals, Glasswares, Instruments and Library books. A part of the PDFund is also allocated to Student Union Activities - Youth festival, Publication of College Magazine, Sports Activities The utilisation of research project funds and facilities aremonitored by the Research Monitoring Committee for its optimal use. The daily expenses, electricity & telephone charges, salary for security personnels and sweepers, operation expenses of Student Hostel are met by the Management. The department level infrastructure improvements and maintenance are carried out by the Management after proper scrutinyThe PTA funds are utilised to upgrade the facilities and amenities to the students. The Alumni Associations raise funds through contributions from alumni, which are utilised for academic and nonacademic activities. The interest from the philanthropic contributions as Endowments are given to the meritorious students for rewarding and encouraging them to strive for academic excellence. The college has provided spaces Cooperative Store and Canteen for the benefit of the students and teachers.

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

#### 6.5 - Internal Quality Assurance System

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

The IQAC works towards overall quality maintenance and enhancement in the institution. Teaching learning, student and teacher training, research, infrastructure development and administration come under the purview of IQAC's quality assurance initiatives. The IQAC meets regularly to plan and evaluate the teaching and research activities in the College. The suggestions of IQAC are placed before the College Council which is the prime governing body of the institution. The council, headed by the Principal, takes decisions with regard to the implementation of the IQAC guidelines. In this academic year, the IQAC of S.D. College offered guidelines for Implementation of a unified and effective teaching-learning process through the digital platform, Conducting seminars, training programmes and research discussions in the online mode, Implementation of an integrated MIS and LMS platform for systematic teaching and administration, Systematic implementation of internal exams, Provision of induction programmes to 1 st year students with a focus on values and ethics. A system for academic and administrative audit in various departments and bodies to ensure their effective functioning, filing of documents and preparedness for accreditation processes is set. The cell also constituted separate committees to prepare for the NIRF and ARIIA ranking of the institution.

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

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

Teaching learning process, structures and methodologies of operations are reviewed by IQAC periodically. At the beginning of each academic year, an academic calendar is prepared under the leadership of the CLMC and the IQAC. A general timetable is published every academic year. Departments prepare their individual teaching timetable for both theory and practical lab hours. Besides, departments plan skill enhancement courses, lectures, fieldwork and project work. The IQAC encourages and monitors the use of ICT in day-to-day teaching learning activities. Experiential learning and student participation in classroom activities is ensured by the IQAC through the provision



of guidelines and collection of feedback. The conduct of value added classes, soft-skill development programmes and workshops are monitored by the IQAC through its regular meetings with the department level stakeholders. The attainment of learning outcomes is reviewed through internal assessment which is conducted on a regular basis. Internal assessment encompasses internal test papers as well as assignments and seminars. Participation of students in class room activities and their engagement in extracurricular activities are also considered for the evaluation of learning outcomes. Result analysis is conducted on a regular basis as per the directives of the IQAC to monitor the achievement of outcomes.

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

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

**B. Any 3 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://sdcollege.in/sdc-annual-report.html">https://sdcollege.in/sdc-annual-report.html</a>
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

## 7.1 - Institutional Values and Social Responsibilities

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

The college prioritizes addressing gender issues and has implemented concrete measures to tackle them effectively. All programs are structured according to annual action plans with the overarching goal of achieving Gender Equity, aligned with Goal 5 of the United Nations Sustainable Development Goals (UNSDG).

SD College Women's Studies Cell (WSC) is dedicated to ensuring equal treatment for all students, irrespective of gender. The college provides academic and personal counseling to both male and female students, addressing their concerns.

The Women's Studies Cell coordinates activities and awareness campaigns throughout the year. An action plan, developed through collaborative efforts among the Women's Studies Cell, NSS, NCC, various clubs and departments, guides their collective endeavors toward achieving set objectives.

- Women faculty hold key administrative positions such as Principal, Heads of Departments, Council Members.
- The college actively conducts campaigns on gender awareness, anti-ragging, and anti-sexual harassment.
- Dedicated common rooms are provided for female students.
- Washrooms for female students are equipped with incinerators and sanitary napkin vending machines.
- The college's professional counselor offers counseling services and organizes gender sensitization programs.
- Female staff accompany girl students during industrial visits and field trips.
- Various awareness programs are conducted by NSS, NCC and WSC on gender related issues.

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

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	A. 4 or All of the above
File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	<a href="#">View File</a>
7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management	
<p>S.D. College, Alappuzha, is committed to responsible waste management practices. Guided by the principles of Reduce, Reuse, and Recycle, the college implements a comprehensive system for handling various waste streams.</p> <p>1. Solid Waste Management:</p> <ul style="list-style-type: none"> <li>• Segregation: Separate bins strategically placed across campus collect degradable and non-degradable solid waste separately.</li> <li>• Collection and Disposal: Local authorities regularly collect segregated waste for proper disposal.</li> <li>• Sanitary Waste: An incinerator ensures the safe and hygienic disposal of sanitary waste.</li> </ul> <p>1. Liquid Waste Management:</p> <ul style="list-style-type: none"> <li>• Drainage System: An efficient drainage network effectively channels liquid waste from various sources.</li> <li>• Biomedical Waste Management: Due to the limited amount of biomedical waste generated on campus, a dedicated system is not currently required. However, the college adheres to all necessary regulations for handling any biomedical waste that might arise.</li> <li>• E-waste Management: The college prioritizes proper equipment and appliance maintenance and repair to minimize e-waste generation. Responsible disposal of e-waste will be undertaken through authorized channels when necessary.</li> </ul>	

- **Waste Recycling System:** Distilled water is collected and reused for laboratory purposes, promoting resource conservation.

#### 1. Hazardous Chemicals and Radioactive Waste Management:

- **Chemical Reuse:** The Chemistry lab implements practices for recycling and reusing chemicals whenever possible.
- **Radioactive Waste:** The college does not generate radioactive waste.

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

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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	<a href="#">View File</a>

#### 7.1.5 - Green campus initiatives include

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

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

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

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

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

A. Any 4 or all of the above

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

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

A. Any 4 or all of the above

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

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

Sanatana Dharma College is committed to fostering an inclusive environment for teaching and learning, valuing tolerance across various cultural, regional, linguistic, communal, and socioeconomic diversities. The college encourages both faculty and students to embrace diversity without bias towards religious or regional identities, ensuring equal opportunity for all students to express themselves freely. The college recognizes and celebrates religious holidays from different faith traditions, promoting inclusivity and respect for religious diversity. Cultural events like Onam, Holi, and Christmas showcase the traditions and customs of various cultural groups, creating a sense of belonging and unity among students. The college also provides a forum for students to perform for Navaratri Function and 'Chirap' of a temple in the city, allowing students from all communities to showcase their talents and abilities. To promote national unity and strengthen the diverse community, the NSS and language departments organize sessions on specific days. Support services and resources are provided to students from marginalized or underrepresented communities, and financial aid is provided through scholarships and grants to ensure equal access to education and opportunities. The college adheres to Government of India regulations on gender nondiscrimination and hosts seminars and interactive sessions to foster an accepting and tolerant society.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

Understanding constitutional values cultivates a sense of civic duty and responsibility among students and employees, encouraging active participation in democratic processes. Educating individuals about constitutional principles instills respect for fundamental rights and liberties, fostering a culture of inclusivity, tolerance, and respect for diversity. Moreover instilling constitutional values helps cultivate ethical leadership qualities among students and employees, guiding them to make principled decisions grounded in justice, fairness, and equality.

With a view to impart such constitutional values among students and employees, Sanatana Dharma college conducts various programmes and events. In connection with Constitution day celebrations, NSS unit of Sanatana Dharma college organised various programmes such as Reading of Preamble of Indian Constitution, Pledge on Constitution day and Discussion on 'Importance of Indian Constitution in the current scenario' on 26 November 2022. In addition to these, a visit to Legal Literacy Hall & Arts Gallery at SDV Boys HSS, Alappuzha was also conducted to underscore the importance of the rule of law.

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

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts**

**B. Any 3 of the above**

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

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<a href="#">View File</a>
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Sanatana Dharma College enthusiastically observes a diverse array of national and international commemorative days, events, and festivals. These observances not only pay tribute to significant historical milestones and ideals but also cultivate a sense of unity, cultural richness, and social consciousness among both students and faculty. The college marks key dates such as Independence Day (August 15) and Republic Day (January 26), as well as Kargil Vijay Diwas (July 26), commemorating the valor and sacrifice of Indian soldiers, and Youth Day (January 12), reflecting on the nation's journey and the importance of its hard-won freedom. National Girl Child Day (January 24) and International Women's Day (March 8) are observed to underscore gender equality and empower women across all spheres of life. Additionally, Mahatma Gandhi's principles of peace, non-violence, and social justice are honored on Gandhi Jayanthi (October 2) and Gandhi Smarana (January 30). Environmental Day (June 5) serves as a platform to advocate for environmental conservation and sustainable practices, while Yoga Day (June 21) promotes holistic well-being, encouraging students to embrace physical and mental fitness through yoga. Moreover, the college celebrates cultural diversity by participating in festivals such as Onam, Christmas,



and Holi, providing an opportunity for students from diverse backgrounds to come together, appreciate different traditions, and foster cultural harmony

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

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

**Title of the Practice: 'Sahayanam'**

**Objectives of the Practice:** bridge the educational and economic divide affecting Scheduled Tribes in Alappuzha district by enhancing career literacy, facilitating access to opportunities.

**Context:** ST communities often experience marginalization, resulting in low educational levels and limited career awareness.

**The Practice:**

A collaborative effort by NSS Unit, Cochin Shipyard Limited, and Government departments, Sahayanam conducts socio-economic surveys, awareness campaigns, and psychometric testing for ST individuals

**Evidence of Success:** An increased community awareness of career options and higher education is reflected

**Problems Encountered and Resources Required:**

Reaching all members and maintaining long-term program sustainability

**Notes:**

A model is set for empowering marginalized communities.

**Title of the Practice: "Ramayana: A Textual Exploration with Interpretive Insights":**

**Objective:** To deepen understanding of the 'Ramayana' and Malayalam literature while fostering critical thinking, communication skills, and cultural exchange between academia and communities.

**Context:** The gap between academic discourse and community understanding, particularly concerning cultural heritage is to be addressed.

**Practice:**guided readings, scholarly analyses, open discussions.

**Evidence of Success :** over 100 participants indicates its popularity and efficacy.

**Problems Encountered and Resources Required:** Digital divide and technical disruptions,

**Notes:** "Our college remains committed to sharing India's cultural heritage through impactful initiatives.

File Description	Documents
Best practices in the Institutional website	<a href="https://sdcollege.in/institutional-best-practices.html">https://sdcollege.in/institutional-best-practices.html</a>
Any other relevant information	Nil

### 7.3 - Institutional Distinctiveness

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

SD college strive to provide quality education accessible to all members of the society. By offering programs tailored to the needs and aspirations of rural students, the college contribute to break the cycle of poverty and fostering economic development in the region. By incorporating vocational training and skill development programs, the college equip students with the practical tools necessary to thrive in their local environment. A student stepping to the world of higher education is provided

with quality education from undergraduate level to doctorate level.

The college actively engage with the surrounding community to address its pressing needs and challenges through initiatives such as healthcare camps, agricultural activities etc. By leveraging its resources and expertise, the college play a pivotal role in improving the quality of life for rural residents, thereby embodying the spirit of seva inherent in Santana Dharma.

The college has a vital role to play in preserving and promoting the cultural heritage of the region. By incorporating these elements into its extracurricular activities, the college fosters greater appreciation for the cultural diversity of the country.

By instilling in students a sense of reverence for the natural world, the college contribute to build a more ecologically conscious society.

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

### 7.3.2 - Plan of action for the next academic year

- \* To prepare for NAAC accreditation by preparing pending AQARs and SSR
- \* To apply for several eligible funds from Government as well as non governmental organisations
- \* To ensure OBE based curriculum implementation in the possible ways
- \* To promote more co curricular and extracurricular activities to ensure overall development of the institution
- \* To get into more MOUs and collaborations to enhance research as well as industry based incubations and entrepreneurship
- \* To include various value based courses

\* To ensure green campus thereby inculcating a value of keeping the environment green to the younger generatio

\* To promote social responsibilty and civic sense in students through several initiatives in the adopted villages

\* To promote programmes to promote the essence of Indian Knowledge system