YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	NSS College, Nemmara
• Name of the Head of the institution	Dr. T Sreekumar
• Designation	Principal In Charge
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04923 244265
• Mobile no	9495658646
• Registered e-mail	nsscollegenemmara@gmail.com
• Alternate e-mail	iqacnssnemmara@gmail.com
• Address	NSS COLLEGE, NEMMARA, PALAKKAD DISTRICT
• City/Town	Palakkad
• State/UT	Kerala
• Pin Code	678508
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural

• Financial Status	**Grants-in aid**	
• Name of the Affiliating University	**University of Calicut**	
• Name of the IQAC Coordinator	**Dr. Sreedevi N Kutty**	
• Phone No.	**9446230129**	
• Alternate phone No.	**7907258730**	
• Mobile	**9446230129**	
• IQAC e-mail address	**iqacnssnemmara@gmail.com**	
• Alternate Email address	**sreedevisd@gmail.com**	
3.Website address (Web link of the AQAR (Previous Academic Year)	http://nssnemmara.ac.in/wp-content/uploads/2022/11/Gmail.pdf	
4.Whether Academic Calendar prepared during the year?	**Yes**	
• if yes, whether it is uploaded in the Institutional website Web link:	http://nssnemmara.ac.in/wp-content/uploads/2022/10/AC-2021-2022-PDF.pdf	

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B+**	**77.25**	**2007**	**10/02/2007**	**09/02/2014**
Cycle 2	**A**	**3.07**	**2017**	**12/09/2017**	**11/09/2022**

6.Date of Establishment of IQAC	**31/03/2007**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Dr. Priya S	Student Project	Kerala State Council For Science, Technology and Environment	2021, 6 months	10000
Dr. Anoop S Nair	Student Project	Kerala State Council For Science, Technology and Environment	2021, 6 months	10000

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**	
• Upload latest notification of formation of IQAC	[View File](#)	
9.No. of IQAC meetings held during the year	**4**	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	**Yes**	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**	
• If yes, mention the amount		

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

All the departments were encouraged to conduct seminars, workshops, conferences etc. and financial assistance provided for the same

The staff members were encouraged to attend and present papers in

seminars and conferences	
Timely submission of Annual Quality Assurance Report (AQAR)	
Orientation to faculty members/administrative staff regarding Revised Accreditation Framework of NAAC and MOOC	
The IQAC regulated the processing of Career Advancement Scheme of faculty members	

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

Plan of Action	Achievements/Outcomes
Infrastructure improvement	Maintenance of college building done
The teachers were encouraged to take part in orientation, refresher and short term courses	22 teachers from different departments attended orientation, refresher and short term courses
To organize FDP and E-learning platform workshops	Organized 4 day FDP on revised NAAC framework and 1 day workshop on MOOC
To organize seminar on IPR, Entrepreneurship and Research methodology	Organized 11 webinars/ seminars on IPR, Entrepreneurship and Research methodology to inculcate research ethics and integrity among students
Encourage faculty members to publish research articles	4 research publications in UGC listed journals and 7 Books/Book chapters with ISBN number
To encourage NSS, NCC and departments for conducting the activities with regard to societal benefits	26 extension and outreach programmes were organized
To encourage teachers for collaborative research and linkage with other organizations	3 faculty members carried out collaborative research and 1 MOU signed
To collect feedback from stakeholders on curriculum	Feedback collected from stakeholders and analyzed

13.Whether the AQAR was placed before	Yes

statutory body?

- Name of the statutory body

Name	Date of meeting(s)
College Council	22/12/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	09/01/2023

15.Multidisciplinary / interdisciplinary

An open course in core subjects in the fifth semester is being conducted to promote the interdisciplinary education among students. The open course is open to all the students in the institution except the students in the parent department. The students can select that course from any other department in the institution. Each department decides the open course from a pool of three courses offered by the University. The institution focuses in the usefulness of interdisciplinary approach to enhance academic experience of the learners which is accomplished by integrating humanities and science subjects. The other areas of interdisciplinary approach include student projects in the final semester of each programme and add-on courses offered by various departments which enhance the extensive and comprehensive outlook of the students. Moreover, this course offers skill development and job opportunities to students.

16.Academic bank of credits (ABC):

NA

17.Skill development:

Based on its vision of empowerment through academic excellence NSS College, Nemmara offers holistic education for the social and cultural enhancement of our students. It involves educating students to become well-rounded, confident and creative members of the society. The emotional, physical, social and cognitive wellbeing of the learners are facilitated and enhanced through experiential learning. Skill development of students are encouraged through participative and experimental learning and also value added, add on and certificate courses offered by different departments. Each student has to submit a project at the end of the programme, through

experimental learning or by secondary data analysis which enhances their thinking capacity, critical reasoning, and team work. The NSS, NCC and different clubs functioning in the college ensures capability and skill development of the stakeholders.

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

The institution is extending purviews of education to meet the new parameters of the National Education Policy. The initiatives of the institution are useful in moulding generations who grew up as individuals of cohesive sensibility. Indian language and culture are integrated into the syllabus in line with the directives of NEP. Indian knowledge systems include knowledge from both ancient and modern India. They include indigenous knowledge pertaining to agriculture, economics, history, culture, politics, linguistics, literature as well as governance, polity and conservation. The preservation and promotion of India's heritage is truly important for the country's identity. These elements are included in the curricula and also adopted as an institutional practice. An appreciation of diverse cultures and their history, arts and languages find expression in campus lore. The Department of Malayalam imparts traditional folklore literature which includes their arts, culture, rites and rituals. The continuity of such indigenous cultures is paramount to inculcate a sense of pride in our inclusive and unique legacies. The department also teaches Kerala culture, its history, language and literature. Bharatamuni's Rasa theory finds expression in theoretical classes. Similarly the Department of Sanskrit has much to offer in ancient Indian literature. The much acclaimed classical texts of India with its insight into the socio-cultural, historical and political milieu is taught in this language. The Department of Economics familiarises the students with Kautilya's economic theories as propounded in Arthasastra. The Department of English teaches translated works from regional Indian languages as well as Indian writing in English. The multilingual literature helps students to understand and recognize the richly diverse heritage of India. A certificate course on Ethnobotany conducted by the Department of Botany familiarizes the students with properties and uses of ethnic medicinal plants. The knowledge preserves the indigenous medical practice of ancient India which is in danger of being forgotten and largely ignored. India's diverse belief systems which include protection of sacred groves and its attendant flora and fauna foreground her ecological wisdom.

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

The institution is dedicated on student oriented educational method for which outcome based education is implemented. Programme, Programme specific and Course outcomes are charted and displayed in institutional website to align it with teaching-learning process. Moreover, outcome attainment analysis is done for the UG programmes for 2019-2022 batch. Based on the attainment analysis, corrective measures are taken to effectuate the reach of outcomes.

20.Distance education/online education:

Online education has now become the common teaching mode for the institution. It incorporates online teaching with the regular teaching process as it evokes different sensory modalities of teaching learning process. Online platforms like Google Meet, Google Classroom, Youtube, NPTEL etc. are utilised for curriculum delivery and assessment. Add-on courses and certificate courses are also interspersed with online teaching. Training programmes for MOOC and Moodle are organised for the faculty. Webinars and online conferences on topics of contemporary relevance are also organised for staff and students.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**387**

File Description	Documents
Data Template	[View File](#)

2.Student

2.1 Number of students during the year	**1390**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**267**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**513**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**61**

File Description	Documents
Data Template	View File

3.2 Number of sanctioned posts during the year	**61**

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	**52**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**23.73**
4.3 Total number of computers on campus for academic purposes	**51**

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

N. S. S. College Nemmara, affiliated to the University of Calicut meticulously follows the curriculum and syllabus of the University and incorporates timely modifications. The curriculum implementation follows the institutional vision, mission, quality policy, and core values. The academic calendar and the handbook published by the college comprises the list of academic activities, extracurricular activities, clubs, and committees, in charge of curriculum implementation. Well planned academic calendar, important achievements, a summary of departmental/committees and club activities, e-resources prepared by the faculty, and previous year's internal as well as university question papers are available on the college website. In the Post Covid-19, pandemic scenario faculty members adopted blended learning techniques along with classroom pedagogy. The curriculum delivery process includes student participation in seminars, study tours, industrial visits, remedial courses, value-added courses, add-on/ certificate courses, bridge courses, timely evaluation of answer scripts, parents meetings, and grievance redressal. The feedback on the curriculum and syllabus from various stakeholders is collected periodically and valuable suggestions are handed over to the concerned authorities for periodic revision. A periodical review of the progress of curriculum delivery is done by each department to ensure its time-bound implementation. Teachers are encouraged to use innovative teaching-learning methods to achieve this goal.

File Description	Documents
Upload relevant supporting document	[View File]()
Link for Additional information	[www.nssnemmara.ac.in]()

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

NSS College Nemmara affiliated to the University of Calicut prepares and publishes the academic calendar at the beginning of every academic year. The teacher in charge prepares the academic calendar in consultation with the staff council and IQAC by incorporating the relevant information regarding the working days, holidays, dates of internal examinations, semester examinations, various events to be

organized, etc. The master timetable of the college and department timetables are prepared according to the academic calendar. Teaching schedules, teaching plans, and action plans of the individual departments and faculty are devised and implemented in accordance with the academic calendar.

The institution follows the CBCSS pattern prescribed by the University for continuous internal evaluation. The criteria for internal evaluation of students for theory papers include 1. One test paper 2. Attendance 3. Seminar and 4. Assignment.

The staff council and departmental meetings are convened regularly to confirm that the institution stays on the schedule given in the academic calendar. All department heads take special care to submit their action plan, monthly report, annual report, action taken report, and department activity reports to the IQAC. IQAC ensures the organized and structured implementation of all academic activities in adherence to the academic calendar.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://nssnemmara.ac.in/wp-content/uploads/2022/10/AC-2021-2022-PDF.pdf

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	View File
Any additional information	View File

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

15

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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

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

6

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

233

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

Courses offered by the Institution that integrate issues relevant to Professional Ethics, Gender, Human Values, and Environment and Sustainability include:

1. **BA History offers a course in Gender Studies which enables the students to critique the unequal structure of domination operating in society.**
2. **B.Sc Zoology offers Environmental Biology, Wild Life Conservation, and Toxicology analyses the environment and sustainability. It also offers an open course on Reproductive health and sex education.**
3. **BA English offers a course Voices of Women which introduces the feminist theory and praxis and seeks to discover the polyphonic voices of women.**
4. **B.Sc Botany has a course Environmental Science which discusses reasons for climate change and ways to combat it.**
5. **B.Sc Instrumentation has an open-course Element of Environmental Science.**
6. **B.Sc/M.Sc Chemistry offers a course in Physical & Applied Chemistry to impart the significance of green chemistry and pollution prevention.**
7. **BA Malayalam offers a core paper Navasamskara Padhanangal which incorporates issues relating to gender and environment.**
8. **B.Com teaches a course in Business Management which helps the students to understand the values of corporate social responsibility.**
9. **BBA incorporates areas like ethically and socially responsible behavior in their programme Management Theory and Practice.**
10. **BA Economics includes Gender Economics and Environmental Economics as part of its curriculum.**

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.	<u>View File</u>

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

365

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

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

439

File Description	Documents
Any additional information	<u>View File</u>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<u>View File</u>

1.4 - Feedback System

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

A. All of the above

Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	http://nssnemmara.ac.in/wp-content/uploads/2023/01/Feedback-report-2021-22.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows   **A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://nssnemmara.ac.in/wp-content/uploads/2023/01/Feedback-report-2021-22.pdf

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

427

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

78

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The college identifies and caters to the broaden needs of the students from different milieu and diverse learning capabilities through systematic and scientific procedures soon after the completion of admission process. The methodologies followed under the headship of IQAC and departments include:

- **An induction program is arranged for all first year students to get familiar with the new environment and to inculcate in them the culture and background of the college.**
- **Program wise bridge course is conducted at the entry level to bridge the gap between plus two and college level teaching and learning process. It is designed envisioning the ease of transition in the fall and instilling academic skills in young minds**
- **A group of students are assigned to teachers in all departments maintaining a mentor mentee ratio 1: 25. The mentor assesses the levels of mentees through one to one and group interactions. On analyzing the outcome of all the four aforementioned criteria and the marks secured for the qualifying examinations the students with less than 40% score are identified as slow learners and those between 40% to 60% as average and above 75% as advanced learners .Special programs are designed for advanced learners and slow learners**

File Description	Documents
Paste link for additional information	http://nssnemmara.ac.in/wp-content/uploads/2022/11/SLM-Links.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
1390	**61**

File Description	Documents
Any additional information	[View File](#)

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

All the science programs and many of the social science programs integrate practical courses with adequate experiential practice for the students. They also provide a platform for participative learning to the students. Teaching learning process is an interaction between a student and a teacher that results in behavioural modification. Students are taught with the mission that fosters a learning environment which nurtures exploration of various skills and critical thinking. Various international day celebrations viz. Reading day, Ozone Day, Wetland day, National energy conservation day etc., to name a few, are observed every year by various departments. Moreover, projects, field-works, seminars, NSS, NCC, etc. inculcate among the students the practice and habit of participative learning and problem-solving methodologies.

- **Experiential Learning through hands-on trainings, Laboratory Experiments through science labs, Language lab, computer lab, etc Theme Based Quizzes, skits, drama renderings, Poetry writing and recitation.**

- **Industrial visit or lab visit for conceptual expertise for implementing theoretical knowledge.**
- **Virtual labs may be promoted in the classroom, so that the students can gain knowledge of the practical classes better, since they use different kinds of sensory modalities.**
- **Students are given opportunity to opt various add-on, value added and certificate courses which help them for self employment and empower them in job market.Ethnic Day Celebrations and Folklore Exhibitions.Internships, Projects and Dissertation related to real world problems, environment, agriculture, sustainability etc. Students' presentations and publications.**
- **Projects and Internships, cracking real life and application level problems scientifically,Case studies**

File Description	Documents
Upload any additional information	View File
Link for additional information	http://nssnemmara.ac.in/?page_id=34120

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

Institute allows ICT enabled teaching in addition to traditional class room methods. Efforts are initiating by the institute to improve the e-learning atmosphere in the college. Conventional method of teaching like chalk and lecture methods are appendage by the ICT facilities like PPTs, videos, online resources, audio systems to expose students for advanced knowledge and practical learning. Most of the faculty use interactive methods for teaching. The major emphasis is on classroom interaction in terms of research paper presentations, seminars, debates, group discussions, assignments, quiz/tests/viva and laboratory work.

Teachers uses

- **Language lab for developing soft skills of students.**
- **NPTEL, E-Patshala, SWAYAM etc online resources for advanced learning**
- **Departments offer smart class room teaching to explain the new concepts.**
- **Departments are provided with free Wi-Fi to open new vistas.**
- **The teachers effectively used ICT-enabled tools like laptops, headphones, writing pads, internet, video lectures, audio-lectures, PPT presentations, virtual labs, YouTube links, e-contents, etc.**
- **Teachers proficiency in ICT enabled teaching is ensured through FDPs, workshop on ICT, availability of ICT tools**

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

61

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<u>View File</u>
Circulars pertaining to assigning mentors to mentees	<u>View File</u>
Mentor/mentee ratio	<u>View File</u>

2.4 - Teacher Profile and Quality

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

61

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<u>View File</u>
Any additional information	<u>View File</u>
List of the faculty members authenticated by the Head of HEI	<u>View File</u>

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

25

File Description	Documents
Any additional information	<u>View File</u>
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)	<u>View File</u>

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

430

File Description	Documents
Any additional information	[View File](#)
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	[View File](#)

2.5 - Evaluation Process and Reforms

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

20% of the total marks in each course are for internal evaluation. The colleges send only marks obtained for internal examination to university. The internal assessment shall be based on a predetermined transparent system involving written tests, class room participation based on attendance, assignment and seminar/viva in respect of theory courses. For practical courses it is based on lab involvement and records.

Class room participation based on attendance -20%,Test paper-40%, Assignment -20%,Seminar/Viva-20%

All the components are designed to match the attainment of COs , POs and PSOs envisaged in the Course plans. Multitudinous steps that are indigenously adopted to ensure the smooth conduct of internal evaluation include: One centralized and one departmental level exam is conducted per semester in the pattern stipulated by University of Calicut.

Practices ensuring transparency: Tentative dates of internal exams are included in the college academic calendar. Confirmed dates are pre informed via circulars two weeks prior the conduct of internal exams

Practices ensuring robustness: Additional exams and retests on reasons on genuine grounds

Open Forum- One to one interaction of parents and teachers discussing performance of their wards. The tutor also suggests appropriate remedial/ support mechanism. Mixed up seating in exam

halls Consolidated internal sheets are exhibited on department notice board. Grace marks are given at department level accessing

File Description	Documents
Any additional information	[View File](#)
Link for additional information	http://nssnemmara.ac.in/wp-content/uploads/2022/10/AC-2021-2022-PDF.pdf

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

Students are free to approach the concerned teacher regarding any grievance related to evaluation, which will be dealt with appropriately. Before uploading the internal marks in the University website, the mark lists are displayed on the department notice board. Thus, students have the right to know the marks scored for each criterion of assessment. Grievences are addressed in different levels

1.Tutor Level -Concerned teacher in charge address the issues pertaining to his/her course. Any grievance regarding valuation, tabulation or internal score is brought in notice as soon as the answer scripts are distributed.

2. Department Level: If the problem is left unresolved it is put forth in departmental meeting headed by HOD and the disputes and remedies will be entered in the department meeting minutes. Departmentmaintains a grievance file and attend the issues of concerned wards

3.. College Level: The College has a well-functioning Grievance Redressal Cell with Principal as chairman and a senior faculty as convener, with three faculties as members. If thestudent is not satisfied he/she can files a written complaint to grievance redressal cell

4.University Level: The Registrar or the Controller of the Examination makes the final decision with regard to the examination related grievance at the University level.

File Description	Documents
Any additional information	View File
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.

NSS College Nemmara is affiliated to University of Calicut. The Programme Specific Outcome (PSOs) and Course Outcome (COs) of all the programmes offered by NSS college, Nemmara are clearly defined and stated.The Board of Studies (BoS) of University of Calicut prepares programme outcomes for each programme be attained by the learners by the complettion of each course.The College has a proper mechanism of communication of the learning outcomes of the Programs and Courses, which includes following:

Hard Copy of syllabi and course outcomes/Programme outcomes are available in the respective departments for ready reference to the teachers and students. Copyof Curriculum and Outcomes of Programs and Courses are also uploaded on the college website. Every year the institution conducts induction programme for the first year students for familarising with these outcomes.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://nssnemmara.ac.in/wp-content/uploads/2022/01/POCOPSO.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

Course outcomes identify the unique knowledge and skills expected to be gained from a given course. Programme outcomes describe what students are expected to know and be able to do upon the completion of a specific program. These relate to the skills, knowledge and behavior that students acquire. Programme specific outcomes are what the students of a specific programme should be able to do at the time of studying in the programme. Programme outcomes and programme

specific outcomes are attained through the attainment of course outcomes.

The course outcomes is measured through syllabus, completion of syllabus, continuous evaluation (internal evaluation), setting up of question paper, evaluation, and result. At the departmental level the heads of the department and the teachers who are engaged in any class strive to complete the courses in time and in some cases extra classes are conducted for the students who they identify as relatively average. The 75 percent of compulsory attendance to qualify for writing the examination of the courses is adhered to, ensure students participation in the class. The attendance is also tied with marks.

The programme outcome/programe specific outcomes is measured by taking the aggregate result of all courses in a given programme of an individual student, and then the average performance of all the students in a given programme.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://nssnemmara.ac.in/wp-content/uploads/2022/01/POCOPSO.pdf

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

408

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

http://nssnemmara.ac.in/wp-content/uploads/2022/12/Kaagaz_20221223_150524341769-1.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)

0.2

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

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

3.1.2.1 - Number of teachers recognized as research guides

2

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

1

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://kscste.kerala.gov.in

3.2 - Innovation Ecosystem

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

Students make their Power Point Presentations during seminar presentations . Departments organizes National and International conferences to facilitate research culture among students, to interact with them and to inspire the students for their overall future development. The college has a academic and research cell which helps the faculty members in developing projects and provide mechanism for submission of minor and major research proposals to various funding agencies. The research cell takes every initiative to support and inculcate faculty members to apply for research projects to different funding agencies. Each department organizes different Faculty Development Programs (FDP), Short Term Training Program, Technical Workshops, Seminars, Industrial Visits, Field visits, National and International Conferences for creation and transfer of knowledge among the students and faculty members. The Institute has a long tradition of promoting entrepreneurship among students. The E-Cell is established with the aim to identify and nurture the latent entrepreneurial spirit of students and provide them opportunities to become Entrepreneur. Entrepreneur Development Cell (EDC) initiates various activities for the career enhancement of students like self-employment, start-up initiatives, etc. through various training programmes.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/drive/u/0/my-drive

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

11

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

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

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

0

File Description	Documents
URL to the research page on HEI website	http://nssnemmara.ac.in/?page_id=525#
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

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

4

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

7

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

The college is profoundly aware of its role in human resource development and capacity building of students for which it positively shoulders the task of inculcating desirable value systems among students. The extension activities were organized in the neighbouring communities in association with NSS and NCC, with the intent of sensitizing students on critical social issues, the impact of which have optimistically contributed to students' holistic development.

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

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

1

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

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

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

26

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

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

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

1727

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

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

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

3

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

1

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

College has a well-maintained, and adequate infrastructure and facilities required for effective teaching-learning. The management continuously strives to meet the growing needs of the twenty-first century and works in tandem with the college to provide adequate physical infrastructure to handle 12 UG courses and 3 PG courses. The institution provides properly ventilated sufficient class rooms

to conduct classes for various courses offered by University. The college has facilities like seminar hall, auditorium, digital classroom, library, co-operative store, health and fitness center, canteen and has a computer Lab and Language Lab. All facilities are timely upgraded to meet the current needs. The entire campus is Wi-Fi enabled with high speed internet facility to the students and staff.The college has 51 computers and 10 LCD projectors for the day - to- day use by the students and faculties.The College ensures uninterrupted power supply by using different types of power back ups which includesdiesel generator, petrol generator and UPS ofhigh capacity.To enhance the employability of our students, the infrastructure is further used for conducting coaching classes and the college isa center for conducting PSC and other competitive examinations.

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional information	http://nssnemmara.ac.in/?page_id=67986

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

In order to ensure a holistic development in students, the college takes great care to conduct the sports and other cultural activities. It constantly encourages them to take part in extracurricular activities to spark their interests and cultivate leadership qualities as well as team spirit. Ample facilities are provided in the college to enhance the sports and cultural talents of students. The department of physical education provides expert training in various sports events such as Basketball, Volleyball, Wrestling, Taekwondo, Judo and Aerobics. The college ensures the participation of students in inter and intra-institutional sports competitions. Students have been proving their excellence in various competitions - University, State, and National level. The volleyball and basketball courts are used to give regular training to the students. Systematic training and encouragement is provided to students under the guidance of an expert trainer. Track suits and all sporting gear are provided to the students for major/minor events.Although the college doesn't have an established Yoga Centre, yoga classes are provided by the department of Physical education as part of the open course curriculum and International Yoga Day is

celebrated every year

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://nssnemmara.ac.in/?page_id=68012

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

09

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://nssnemmara.ac.in/?page_id=68116
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

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

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

3.35

File Description	Documents
Upload any additional information	[View File](#)
Upload audited utilization statements	[View File](#)
Upload Details of budget allocation, excluding salary during the year (Data Template	[View File](#)

4.2 - Library as a Learning Resource

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

The library is situated in the central library building of the college. The library offersan extensive collection of textbooks, reference books, fictions and journals. The reading room is spacious enough to accommodate 50 students at once. For students and faculty members, a visitor record is kept, and new arrivals of books and journals are displayed on a rack.

OPAC: The library created a database of its own collection using library software. The central library is fully computerized, with a barcode-based issue-and-return process, and an online public access catalogue (OPAC) facility. Students and faculty members use the OPAC to search for books by title, author, subject name, and other criteria.

e-Resources: The library is a member of INFLIBNET, which provides over 3135000+ e-books and 6000+ e-journals to students and faculty members. Internet and reprography services are available via a computer system. The library has a digital database, a barcode scanner, a printer, and an audio-video unit with a stable internet connection.

Library Automation: The library software database is updated with all active book collections, and the online public access catalogue (OPAC) is available to students and faculty members. The library software now allows for the issue and return of books.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	http://nssnemmara.ac.in/?page_id=69010

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

B. Any 3 of the above

File Description	Documents
Upload any additional information	[View File](#)
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

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

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

1.08

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

6

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The IT policy of the college is a fair and transparent one which caters to academic needs. IT facilities are available for office staff to enable the smooth conduction of the admission process, and other administrative services. College provides various IT resources on the Campus for Students, faculty, and Staff to ensure effective functioning of the college as well as teaching learning process.

The college has a well-equipped Computer lab with branded PC's adequately supported by internet connectivity. It is also equipped with a wide range of licensed system software and application software. The entire campus is connected with wired LAN and Wi-Fi. Computer labs are well connected to the internet to help students and faculty to carry out their academic and research work. Lab assistants are available to support students and faculty in their

queries. The college also has a Language lab to cater to the needs of new and advanced learners of languages.

Wi-Fi facility is implemented with 6 dedicated Access points with dual freq.bands. A dedicated 10Mbps connection and 300Mbps FTTH are provided for network resource access. Data usage and time of use are monitored using a Controller unit for effective utilization of resources in registered smart devices.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://nssnemmara.ac.in/wp-content/uploads/2022/11/Policy-Documents-17.11.2022.pdf

4.3.2 - Number of Computers

51

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

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)

4.87

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

College has a well-established system and proper procedures for maintaining and utilizing physical, academic and support facilities. The institution headed by the Management and the governing body entrusts the Principal, IQAC, Staff Council to facilitate the delegation of duties and responsibilities aiming upon perfection in execution of the policies. There are security personnel on duty, round the clock in the campus to ensure the safety and security of all estate, infrastructure and entry points. The campus has installed CCTV surveillance system for the safety and security of the campus. The proper and optimal use of electric lights/fans/projectors etc. is ensured. The college has a fully functional co-operative society. Canteen facility is available within the campus. Sufficient cleaning and support staff is appointed for the upkeep of classrooms/washrooms/rest rooms. Regular maintenance is conducted via AMCs as well as routine checks of electrical equipment, water purifiers, sewage, and garbage disposal. Aspart of green initiatives, importance is being given to sustainable power generation and waste management. At the beginning of each academic year the required purchases, repairs and maintenance works are done for the class rooms,furnitures and equipments and the activities are supervised by College Development Commitee.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://nssnemmara.ac.in/wp-content/uploads/2022/11/Policy-Documents-17.11.2022.pdf

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

137

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

18

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

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

A. All of the above

File Description	Documents
Link to Institutional website	http://nssnemmara.ac.in/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

42

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

42

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

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

10

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

109

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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

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

2

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

9

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

Elected college union organizes various programmes in college.The union is led by a chairperson and has executive members. Each class is additionally represented by a class representative. Both

educational and extracurricular activities are planned by the college union. Each year, a distinguished academician is invitedas a guest speaker to initiate department associations' activities. Every student is included in the department's extension activities, which are overseen by the department council. Ancillary clubs are available in each department to support extracurricular activities and skill development programmes. A representative of the students leads the clubs and its activities.The teachers of the college ensures that the activities are carried out according to plans and policies.Students serve as secretary and leaders for the college's NCC, NSS, and sports organizations.

File Description	Documents
Paste link for additional information	http://nssnemmara.ac.in/
Upload any additional information	View File

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

8

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

5.4 - Alumni Engagement

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

There is no registered alumni association

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)   **D. 1 Lakhs - 3Lakhs**

File Description	Documents
Upload any additional information	[View File](#)

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 vision and mission of the college emphasizes in its role in promoting human as well as societal well-being. Vision: Enfranchisement Through Heuristic Interaction, Mission: Empowerment Through Uncompromising Quality Education. The effective administration of the College, the nature of governance, the perspective plans towards the wellbeing of the institution are in tune with its vision and mission. The college ensures participation of all stakeholders in decision making process including Management, Administrative, Academic and Structural governance. The Principal is the academic Head of the institution and he implements the strategic plan in consultation of the College Council. The participatory governance system of the institution consists of Principal, College Council, IQAC, Staff Club, Students Union etc. The IQAC monitors the quality mandates of the institute with strict adherence to NAAC guidelines. The Statutory Committees and Institution specific committees are well coordinated by IQAC with the support of the College Council and the Principal.The participation of the students was monitored by elected student Union and staff advisers. The vision and mission statements are reflective of the effective leadership of the College as well as the nature of governance and its perspective plans.

File Description	Documents
Paste link for additional information	http://nssnemmara.ac.in/?page_id=375
Upload any additional information	View File

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

Decentralization and Participatory Management are effective democratic tools to bring up any Institution. Effective leadership is reflected in various institutional practices such as decentralization and participative management. The College Council is well represented by all departments through the HoDs. The elected members from teaching faculty and administrative representative are also contributing to the smooth functioning of the college. Internal Examinations are conducted to evaluate the students. This is a good example of decentralization process. The college ensures the participation and involvement of the teaching faculty in at least two or three committees. Internal Complaint Redressal Cell, Women Cell, Staff Club, Examination Additional Supervision, NSS etc. are decided by circulatingwillingness among the faculty. The Students' Union ensures the participation of majority of students. Discipline Committee is constituted to take disciplinary actions against wrong doings. The Heads of Departments ensure the smooth and regular functioning of departments. Administrative staff under the supervision of the Superintendent also contribute to the administrative goals of the institution.Implementations and outcomes of decisions are evaluated or reviewed based on feedbacks from students, faculty, employers and alumni for refinement and corrective actions. The institution interacts with stakeholders through PTA, Alumni etc.

File Description	Documents
Paste link for additional information	http://nssnemmara.ac.in/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college has designed a Perspective plan which has been designed incorporating the Vision and the Mission of the College. Programmes

and activities conceived providing quality education aimed at global competence, ensuring integrated development of students through involvement in voluntary social service activities, molding them as socially responsible. The Perspective plan and initiatives targeting faculty and staff, student community and infrastructure development. It is hoped that with these measures the college will continue in its pursuit of excellence and enhancement of student strength and organizing seminars on Research Methodology, IPR and entrepreneurship etc. Institution also plan to create ecosystem for innovation, creation and transfer of knowledge and to implement welfare and extension activities.

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	http://nssnemmara.ac.in/wp-content/uploads/2022/11/Policy-Documents-17.11.2022.pdf
Upload any additional information	View File

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 college has a well-structured administrative body which facilitates and formulates policies for the efficient functioning of the institution. The Governing body of the college has been systematized as:

- The Management and the Principal form the apex authority in regulating financial and academic activities.
- The General Secretary along with a Board of Members has been vested the power to make appointments of teaching and non-teaching faculty in accordance with the UGC and State Government of Kerala,approves financial budget for improving the infrastructure and other activities of the college and makes recommendations to the Government for the betterment of the college.
- The Principal as the Head of the Institution is involved in the academic and non-academic activities and is supported by a team of Teaching and Non-teaching staff for the smooth running of the college.
- The Staff Council meets occasionally and discusses various academic and non-academic matters. It also makes recommendations to the higher authority.

- **The IQAC is in charge of administering and directing the various plans implemented in the college, assisting the faculty in recording academic and co-curricular activities.**
- **The NSS and NCC ensures student participation, organizes capacity building programs, awareness sessions and celebratesimportant national and international days.**

File Description	Documents
Paste link for additional information	http://nssnemmara.ac.in/wp-content/uploads/2022/11/Policy-Documents-17.11.2022.pdf
Link to Organogram of the institution webpage	https://drive.google.com/file/d/1FWlfPcygkaqDyCBB8ca1z6X0C_3M0ned/view?usp=share_link
Upload any additional information	View File

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	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Welfare measures include Financial safety wellbeing and security of staffs .All these measures create good working atmosphere thereby contribute to attain the vision and mission of the college.

Welfare measures includes statutory schemes, financial assistance, physical and health assistance.

Statutory welfare measures include

- Employees Provident fund
- State and General Life Insurance Schemes
- House rent allowance
- National Pension scheme.
- Medisep

Non-Statutory welfare measures includes:

Medical

- Covid leave facility
- Maternity and Paternity leaves

Financial:

- Subsistence allowance to Guest lecturers
- Advance to the newly appointed staffs till their approval and salary
- Festival allowance during regional festivals

Miscellaneous Welfare Schemes

- College Cooperative society offers books and stationery at discount rates
- Various programmes conducted by staff club during Onam and Christmas for teaching and Non-teaching staffs
- Organizing send off function in connection with retirement and transfer of teaching as well as non-teaching staffs.
- Sports competition for staffs
- Annual tour arranged by the staff club
- CCTV and security staff to ensure security in the campus

Career Advancement Avenues

- Workshop on ICT tools for effective teaching
- Financial assistance from PTA to conduct seminars
- Mechanism of Self appraisal and managerial evaluation
- Autonomy to Departments in Academic matters and role in governance

File Description	Documents
Paste link for additional information	https://gainpf.kerala.gov.in/ifms/logingf
Upload any additional information	View File

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)	View File

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

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

2

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

05-04-2023 12:15:04

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

22

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	<u>View File</u>
Details of teachers attending professional development programmes during the year (Data Template)	<u>View File</u>

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

Institution abides the rules and regulations of the State Govt. and the monitoring agencies like UGC for promotions.

Institution has a performance appraisal system. Teachers must submit a filled in format of APAR through IQAC to the Principal and finally to the manager for verification.

Performances are classified into three categories in this scheme:

1. **Teaching, Learning, and Evaluation related activities,**
2. **Cocurricular, Extension, and Professional Development related activities.**
3. **Research Publications and Academic Contributions.**

Performance of teachers are also assessed through student feedback taken at the end of each year.

Teacher's diary is maintained.

Daily work arrangement register is maintained and verified by Principal.

The clerical staffs of the college will have to clear MOP (Manual of office Procedure) before their progression to higher grades.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1s8c8tdC_kCn cmub2YF4wpNVeKUyPd7o3/view?usp=share_link
Upload any additional information	View File

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

NSS College Nemmara is a Government Aided Institution. The institution has mechanisms of external and internal audit for Government and other college accounts unvaryingly and systematically. The mechanism helps to maintain the accountability and transparency of the financial matters related to the college. All the funds received from agencies like UGC, RUSA and PTA are subjected to strict auditing by the agencies concerned. The external audit is conducted by the Deputy Director of Collegiate Education for the funds received from the Governmental sources. The internal audit is done by the office staff comprising the superintendent and the head accountant. This is done in the case of the daily income and expenditure statement regarding fees, caution deposit, grants for students etc. and it is verified by the Principal. College takes utmost care in rectifying the queries raised in audit report. The stock verification of the assets of the institution is done every year, conveniently in March through internal audit. The statements of income, expenditure, utilization certificates etc. of government supported projects are also audited before submitting the report.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1-CA-jpozMoJ Cc3XiBP7riiHTq3wEdB6W/view?usp=share_link
Upload any additional information	View File

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)

0

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

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

The college conducts Internal and External Audits for monitoring the use of Governmental and Non-governmental funds and has systematized committees for regulating financial resources.

- **The institution has a Planning Committee with the Principal as its Head, supported by IQAC Coordinator, office staff and a faculty representative in preparing an annual financial budget for the requirements of the college.**
- **The Purchase Committee has a host of teachers who took the responsibility of monitoring various purchase tenders and in the distribution of funds for approved projects.**
- **The funds procured from both Governmental and Non-governmental agencies are utilized for infrastructure, Minor and Major research projects, Student welfare programmes and Extension activities.**
- **The Nodal Officers of NSS and NCC mobilize the funds endowed upon them.**

External Audit: External audits are conducted annually by the Department of Collegiate Education. The funds received from UGC, RUSA and other Governmental agencies are audited meticulously. Moreover, the financial assistance received from external agencies are audited with the help of a Chartered Accountant.

Internal Audit: The internal audit is done by the office staff comprising the superintendent and the head accountant.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1pJN-NqOO6n2 DkNeDN1L2lmIf63bcKqYo/view?usp=share_link
Upload any additional information	View File

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

IQAC's quality initiatives include:

- **Maintain student, teacher, and non-teaching faculty database.**
- **Enhances the curriculum implementation with add-on/certificate/value added courses.**
- **Helps and directs year plan preparation by each faculty with qualitative inputs.**
- **Tracks and records curricular, co-curricular and extra-curricular activities of the institution. Streamlines the documentation process as per the NAAC requirement.**
- **Monitors and documents: Student progression for higher education, Student's scholarship details, Ensures stakeholder feedback collection and its analysis for improvements.**
- **Organizes Orientation/Training/workshop Programmes for students, teachers and supporting staff.**
- **Undertakes infrastructure Audit and Administrative and Academic Audit.**

File Description	Documents
Paste link for additional information	http://nssnemmara.ac.in/?page_id=436
Upload any additional information	View File

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

IQAC of the College reviews the teaching learning process periodically and has implemented necessary reforms in the institution. These review processes are carefully monitored and updated regularly to ensure continuous growth in teaching learning process as well as the organizational processes.Based on the

University Academic Calendar the college schedules the academic calendar well in advance at the start of the year with ample time for not only the regular teaching-learning process but also to accommodate the various cocurricular activities. Admission to various programmes, vacations, examination schedule are also notified in the Academic Calendar. All newly admitted students are given an Induction Programme, in which they are made aware of the philosophy, the uniqueness of the education system, the teaching learning process, the system of continuous evaluation, compulsory core courses, various cocurricular activities, discipline and culture of the institution. Students are appraised of the Time-Table, Programme structure, syllabi of the courses before the semester commences by the concerned tutors.Class PTS meetings are regularly conducted with students to take feedback and appropriate steps are taken to enhance the teaching-learning process.

The following points are adopted by the college in this context:

- Continuous evaluation comprising of internal tests, assignments, group discussions, and seminar presentations.
- Semester system of examination for all courses.
- At least 75% Attendance is compulsory in each semester.
- Timely Redressal of students' grievances.
- Extra classes for weak students

File Description	Documents
Paste link for additional information	http://nssnemmara.ac.in/wp-content/uploads/2022/10/2021-22.pdf
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)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://nssnemmara.ac.in/wp-content/uploads/2022/10/IQAC-minutes-2021-2022.pdf
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

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

7.1.1. Measures initiated by the Institution for the promotion of gender equity during 2021-22

NSS College Nemmara has a strong ethical work culture that is based on inclusivity. It observes highest ethical standards in all its activities. Gender sensitivity is an inherent value in the cultural ethos of the institute and its neighbouring community, as is evident by the following facilities.

1. Safety and Security

• Security checks are provided at all campus entry and exit points.

• Strict implementation of Anti-Ragging measures and keeping the campus ragging free.

• Awareness campaigns on women safety and gender sensitivity through street plays rallies and camps by NSS and NCC student volunteers.

• Security guards are deployed at main gate and students with valid identity cards are allowed into the campus.

• The college campus is under surveillance with CC cameras installed at prominent locations.

2. Counselling

• Regular monitoring of the students and counsel the students regarding their psychological issues.

3. Common Rooms:

Girls' waiting halls and rest rooms are provided in the campus with required facilities.

File Description	Documents
Annual gender sensitization action plan	https://drive.google.com/file/d/1yR8bnPQ2f6FmyTrqJMMSarxAag-R5Nql/view?usp=share_link
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	https://drive.google.com/file/d/1Aexv39Jl7Gu2B7BXFvbvVBt0TpVSAxmt/view?usp=share_link

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

Plastic & E-waste management (2021-22) .We create awareness about waste segregation and harmful impacts of non- compliance to the segregation method. In order to reach and impact a larger audience, National Service Scheme circulated posters and awareness campaigns for waste segregation. NSS volunteers spread awareness about the hazardous impact of not practising proper waste segregation methods at homes , colleges and other public spaces. NSS volunteers covered every nook and corner of the college and interacted with students from different departments and collected Plastic and E-Waste.

Students, too, showed interest in our initiative and offered their allegiance. NSS volunteers advocated the abolition of single use plastic, they encouraged the students to use sustainable products. Emphasis was laid on the practice of waste segregation and identifying the correct dustbins for different waste materials. The collected E and Plastic waste were handed over regularly to local govt (panchayat) authorities for recycling . Volunteers involved: There were total 80 volunteers who campaigned in the college campus. The volunteers divided the entire college campus into eight parts i.e. one division to be covered by one volunteer.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

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

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

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

B. Any 3 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	View File
Various policy documents / decisions circulated for implementation	**No File Uploaded**
Any other relevant documents	View File

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

D. Any 1 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	View File

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

C. Any 2 of the above

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

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).

Our college is proactively taking efforts in providing an inclusive environment. The initiatives are to promote better education, economic upliftment of the needy, and set communal harmony. The extension activities are targeted towards enabling a holistic environment for student development. Our college has always been at the forefront of sensitizing students to the cultural, regional, linguistic, communal, and socio-economic diversities of the state and the nation.

The institution has been taking several efforts and initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities. By celebrating many National and International Days, Events and Festivals the institution aims at bringing tolerance and harmony among the students and staff and other stakeholders. It is to declare that the following photos show the inclusive environment in the institution.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

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

Sensitization of students and employees of the Institution to the constitutional obligations is done through curriculum as well as through extra-curricular activities.

Many regular programs, seminars and workshops are conducted on days of national importance on various rights, duties and responsibilities of citizen. Seminars on topics like Right to Information, Sexual Harassment, and Gender Equity are conducted periodically.

Every year the college organises flag-hoisting ceremony and other programmes on the Independence Day and Republic Day. All staff and students are encouraged to participate actively in these programmes. Awareness programs were organised on those occasions, whereby the students learn the importance of constitutional obligations

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://drive.google.com/file/d/1BAn4Ftvbgyf TWIvU8r6RgftBtS9RiMA1/view?usp=share_link
Any other relevant information	Nil

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

A. All of the above

File Description	Documents
Code of ethics policy document	View File
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	View File
Any other relevant information	View File

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

Annual Report of the Celebrations & Commemorative Events (2021'22)

1. **June 5 , 2021 : Environment Day**
2. **June 21, 2021 : Yoga Day**
3. **June 26, 2021: International Day against drug abuse.**
4. **July 1, 2021 : Doctors Day.**
5. **January 28, 2022 : National Girl Child Day**
6. **March 8, 2022 : International Womens Day.**
7. **August 6, 2022 : Hiroshima Day.**
8. **August 12, 2022 : International Youth day.**
9. **August 15, 2022 : Independence Day**
10. **August 22, 2022: International folklore Day**
11. **August 29,2022: National Sports Day.**

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

Best Practice 1- Continuum: Back to Campus.

The college is situated in a rural area of Palakkad. Guidance from

someone who had once been in their shoes might be just what they need to get started. An active and engaged alumni provide access to professional skills and opportunities.

For effective implementation, individual student's life aspirations and interests are discovered through one-to-one and group sessions. The main obstacle faced is scheduling the sessions according to the alumni time constraints. Interaction between alumni and current students, developed asustainable and productive alumni-student mentor relationship. The major resources required for this practise are Alumni Association, NSS, NCC and IQAC.

Best Practice 2

2021-22

Title of the practice- Active Living: Institution and Social Responsibility

Physical activity is an essential component of any strategy that aims to address problems of sedentary living and obesity among children and adults. Rural communities are often characterised by having decreased access to infrastructure and resources. By utilising institutional resources with the support of Department of Physical Education, our college act as a hub to promote healthy life to society. Plan of action involved two stages. Requisites are Alumni, College playground, Department of Physical Education, NSS, NCC and IQAC.

File Description	Documents
Best practices in the Institutional website	http://nssnemmara.ac.in/wp-content/uploads/2023/01/best_practices12-2021-22.pdf
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

7.3 - Institutional Distinctiveness

Title of the practice: Fostering Overall Development through Holistic Education.

Students are empowered to respond actively to concerns and conflicts inherent in today's world. In the current year we have included so many activities for a sustainable environment such as plastic and E waste collection from the campus as well as nearby society, gardening, tree planting etc. Regular yoga sessions were given to students to boost their creative skills and thus new changes in the body and mind of the students were reflected in their studies and curricular activities.

The NCC and NSS programmes of the college also helps students to behave in a socially responsible way. Through these programmes students can take part in all activities and thereby enhance their leadership skills, interpersonal and communication skills, organization skills etc. Career guidance cell gives proper training to students and mould them to fit in various career opportunities. Students are given opportunities to enhance their health and fitness through the support of the physical education department. The college has excellent academic records and achieving university ranks for almost all degree courses in every year is great evidence of the academic excellence of our college.

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

N. S. S. College Nemmara, affiliated to the University of Calicut meticulously follows the curriculum and syllabus of the University and incorporates timely modifications. The curriculum implementation follows the institutional vision, mission, quality policy, and core values. The academic calendar and the handbook published by the college comprises the list of academic activities, extracurricular activities, clubs, and committees, in charge of curriculum implementation. Well planned academic calendar, important achievements, a summary of departmental/committees and club activities, e-resources prepared by the faculty, and previous year's internal as well as university question papers are available on the college website. In the Post Covid-19, pandemic scenario faculty members adopted blended learning techniques along with classroom pedagogy. The curriculum delivery process includes student participation in seminars, study tours, industrial visits, remedial courses, value-added courses, add-on/ certificate courses, bridge courses, timely evaluation of answer scripts, parents meetings, and grievance redressal. The feedback on the curriculum and syllabus from various stakeholders is collected periodically and valuable suggestions are handed over to the concerned authorities for periodic revision. A periodical review of the progress of curriculum delivery is done by each department to ensure its time-bound implementation. Teachers are encouraged to use innovative teaching-learning methods to achieve this goal.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	www.nssnemmara.ac.in

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

NSS College Nemmara affiliated to the University of Calicut prepares and publishes the academic calendar at the beginning of every academic year. The teacher in charge prepares the academic calendar in consultation with the staff council and IQAC by incorporating the relevant information regarding the working days, holidays, dates of internal examinations, semester examinations, various events to be organized, etc. The master timetable of the college and department timetables are prepared according to the academic calendar. Teaching schedules, teaching plans, and action plans of the individual departments and faculty are devised and implemented in accordance with the academic calendar.

The institution follows the CBCSS pattern prescribed by the University for continuous internal evaluation. The criteria for internal evaluation of students for theory papers include 1. One test paper 2. Attendance 3. Seminar and 4. Assignment.

The staff council and departmental meetings are convened regularly to confirm that the institution stays on the schedule given in the academic calendar. All department heads take special care to submit their action plan, monthly report, annual report, action taken report, and department activity reports to the IQAC. IQAC ensures the organized and structured implementation of all academic activities in adherence to the academic calendar.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://nssnemmara.ac.in/wp-content/uploads/2022/10/AC-2021-2022-PDF.pdf

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	A. All of the above

process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View File](#)
Any additional information	[View File](#)

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

15

File Description	Documents
Any additional information	[View File](#)
Minutes of relevant Academic Council/ BOS meetings	[View File](#)
Institutional data in prescribed format (Data Template)	[View File](#)

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

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

6

File Description	Documents
Any additional information	[View File](#)
Brochure or any other document relating to Add on /Certificate programs	[View File](#)
List of Add on /Certificate programs (Data Template)	[View File](#)

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

233

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

Courses offered by the Institution that integrate issues relevant to Professional Ethics, Gender, Human Values, and Environment and Sustainability include:

1. BA History offers a course in Gender Studies which enables the students to critique the unequal structure of domination operating in society.
2. B.Sc Zoology offers Environmental Biology, Wild Life Conservation, and Toxicology analyses the environment and sustainability. It also offers an open course on Reproductive health and sex education.
3. BA English offers a course Voices of Women which introduces the feminist theory and praxis and seeks to discover the polyphonic voices of women.
4. B.Sc Botany has a course Environmental Science which discusses reasons for climate change and ways to combat it.
5. B.Sc Instrumentation has an open-course Element of Environmental Science.
6. B.Sc/M.Sc Chemistry offers a course in Physical & Applied Chemistry to impart the significance of green chemistry and pollution prevention.
7. BA Malayalam offers a core paper Navasamskara Padhanangal which incorporates issues relating to gender and environment.
8. B.Com teaches a course in Business Management which helps the students to understand the values of corporate social responsibility.
9. BBA incorporates areas like ethically and socially responsible behavior in their programme Management Theory and Practice.
10. BA Economics includes Gender Economics and Environmental Economics as part of its curriculum.

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

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

365

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

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

439

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution	**A. All of the above**

from the following stakeholders Students Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	http://nssnemmara.ac.in/wp-content/uploads/2023/01/Feedback-report-2021-22.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows	**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://nssnemmara.ac.in/wp-content/uploads/2023/01/Feedback-report-2021-22.pdf

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

427

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

78

File Description	Documents
Any additional information	[View File](#)
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

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

The college identifies and caters to the broaden needs of the students from different milieu and diverse learning capabilities through systematic and scientific procedures soon after the completion of admission process. The methodologies followed under the headship of IQAC and departments include:

- An induction program is arranged for all first year students to get familiar with the new environment and to inculcate in them the culture and background of the college.
- Program wise bridge course is conducted at the entry level to bridge the gap between plus two and college level teaching and learning process. It is designed envisioning the ease of transition in the fall and instilling academic skills in young minds
- A group of students are assigned to teachers in all departments maintaining a mentor mentee ratio 1: 25. The mentor assesses the levels of mentees through one to one and group interactions. On analyzing the outcome of all the four aforementioned criteria and the marks secured for the qualifying examinations the students with less than 40% score are identified as slow learners and those between 40% to 60% as average and above 75% as advanced learners .Special programs are designed for advanced learners and slow learners

File Description	Documents
Paste link for additional information	http://nssnemmara.ac.in/wp-content/uploads/2022/11/SLM-Links.pdf
Upload any additional information	[View File](#)

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

Number of Students	Number of Teachers
1390	61

File Description	Documents
Any additional information	View File

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

All the science programs and many of the social science programs integrate practical courses with adequate experiential practice for the students. They also provide a platform for participative learning to the students. Teaching learning process is an interaction between a student and a teacher that results in behavioural modification. Students are taught with the mission that fosters a learning environment which nurtures exploration of various skills and critical thinking. Various international day celebrations viz. Reading day, Ozone Day, Wetland day, National energy conservation day etc., to name a few, are observed every year by various departments. Moreover, projects, field-works, seminars, NSS, NCC, etc. inculcate among the students the practice and habit of participative learning and problem-solving methodologies.

- Experiential Learning through hands-on trainings, Laboratory Experiments through science labs, Language lab, computer lab, etc Theme Based Quizzes, skits, drama renderings, Poetry writing and recitation.

- Industrial visit or lab visit for conceptual expertise for implementing theoretical knowledge.
- Virtual labs may be promoted in the classroom, so that the students can gain knowledge of the practical classes better, since they use different kinds of sensory modalities.
- Students are given opportunity to opt various add-on, value added and certificate courses which help them for self employment and empower them in job market.Ethnic Day Celebrations and Folklore Exhibitions.Internships, Projects and Dissertation related to real world problems, environment, agriculture, sustainability etc. Students'

presentations and publications.

- **Projects and Internships, cracking real life and application level problems scientifically,Case studies**

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	http://nssnemmara.ac.in/?page_id=34120

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

Institute allows ICT enabled teaching in addition to traditional class room methods. Efforts are initiating by the institute to improve the e-learning atmosphere in the college. Conventional method of teaching like chalk and lecture methods are appendage by the ICT facilities like PPTs, videos, online resources, audio systems to expose students for advanced knowledge and practical learning. Most of the faculty use interactive methods for teaching. The major emphasis is on classroom interaction in terms of research paper presentations, seminars, debates, group discussions, assignments, quiz/tests/viva and laboratory work.

Teachers uses

- Language lab for developing soft skills of students.
- NPTEL, E-Patshala, SWAYAM etc online resources for advanced learning
- Departments offer smart class room teaching to explain the new concepts.
- Departments are provided with free Wi-Fi to open new vistas.
- The teachers effectively used ICT-enabled tools like laptops, headphones, writing pads, internet, video lectures, audio-lectures, PPT presentations, virtual labs, YouTube links, e-contents, etc.
- Teachers proficiency in ICT enabled teaching is ensured through FDPs, workshop on ICT, availability of ICT tools

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	[View File](#)

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

61

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	[View File](#)
Circulars pertaining to assigning mentors to mentees	[View File](#)
Mentor/mentee ratio	[View File](#)

2.4 - Teacher Profile and Quality

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

61

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	[View File](#)
Any additional information	[View File](#)
List of the faculty members authenticated by the Head of HEI	[View File](#)

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

25

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

430

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

20% of the total marks in each course are for internal evaluation. The colleges send only marks obtained for internal examination to university. The internal assessment shall be based on a predetermined transparent system involving written tests, class room participation based on attendance, assignment and seminar/viva in respect of theory courses. For practical courses it is based on lab involvement and records.

Class room participation based on attendance -20%,Test paper-40%, Assignment -20%,Seminar/Viva-20%

All the components are designed to match the attainment of COs , POs and PSOs envisaged in the Course plans. Multitudinous steps that are indigenously adopted to ensure the smooth conduct of internal evaluation include: One centralized and one departmental level exam is conducted per semester in the pattern stipulated by

University of Calicut.

Practices ensuring transparency: Tentative dates of internal exams are included in the college academic calendar. Confirmed dates are pre informed via circulars two weeks prior the conduct of internal exams

Practices ensuring robustness: Additional exams and retests on reasons on genuine grounds

Open Forum- One to one interaction of parents and teachers discussing performance of their wards. The tutor also suggests appropriate remedial/ support mechanism. Mixed up seating in exam halls Consolidated internal sheets are exhibited on department notice board. Grace marks are given at department level accessing

File Description	Documents
Any additional information	[View File](#)
Link for additional information	http://nssnemmara.ac.in/wp-content/uploads/2022/10/AC-2021-2022-PDF.pdf

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

Students are free to approach the concerned teacher regarding any grievance related to evaluation, which will be dealt with appropriately. Before uploading the internal marks in the University website, the mark lists are displayed on the department notice board. Thus, students have the right to know the marks scored for each criterion of assessment. Grievences are addressed in different levels

1.Tutor Level -Concerned teacher in charge address the issues pertaining to his/her course. Any grievance regarding valuation, tabulation or internal score is brought in notice as soon as the answer scripts are distributed.

2. Department Level: If the problem is left unresolved it is put forth in departmental meeting headed by HOD and the disputes and remedies will be entered in the department meeting minutes. Departmentmaintains a grievance file and attend the issues of concerned wards

3.. College Level: The College has a well-functioning Grievance Redressal Cell with Principal as chairman and a senior faculty as convener, with three faculties as members. If thestudent is not satisfied he/she can files a written complaint to grievance redressal cell

4.University Level: The Registrar or the Controller of the Examination makes the final decision with regard to the examination related grievance at the University level.

File Description	Documents
Any additional information	[View File](#)
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.

NSS College Nemmara is affiliated to University of Calicut. The Programme Specific Outcome (PSOs) and Course Outcome (COs) of all the programmes offered by NSS college, Nemmara are clearly defined and stated.The Board of Studies (BoS) of University of Calicut prepares programme outcomes for each programme be attained by the learners by the complettion of each course.The College has a proper mechanism of communication of the learning outcomes of the Programs and Courses, which includes following:

Hard Copy of syllabi and course outcomes/Programme outcomes are available in the respective departments for ready reference to the teachers and students. Copyof Curriculum and Outcomes of Programs and Courses are also uploaded on the college website. Every year the institution conducts induction programme for the first year students for familarising with these outcomes.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	http://nssnemmara.ac.in/wp-content/uploads/2022/01/POCOPSO.pdf
Upload COs for all Programmes (exemplars from Glossary)	[View File](#)

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

Course outcomes identify the unique knowledge and skills expected to be gained from a given course. Programme outcomes describe what students are expected to know and be able to do upon the completion of a specific program. These relate to the skills, knowledge and behavior that students acquire. Programme specific outcomes are what the students of a specific programme should be able to do at the time of studying in the programme. Programme outcomes and programme specific outcomes are attained through the attainment of course outcomes.

The course outcomes is measured through syllabus, completion of syllabus, continuous evaluation (internal evaluation), setting up of question paper, evaluation, and result. At the departmental level the heads of the department and the teachers who are engaged in any class strive to complete the courses in time and in some cases extra classes are conducted for the students who they identify as relatively average. The 75 percent of compulsory attendance to qualify for writing the examination of the courses is adhered to, ensure students participation in the class. The attendance is also tied with marks.

The programme outcome/programe specific outcomes is measured by taking the aggregate result of all courses in a given programme of an individual student, and then the average performance of all the students in a given programme.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	http://nssnemmara.ac.in/wp-content/uploads/2022/01/POCOPSO.pdf

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

408

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	**Nil**

2.7 - Student Satisfaction Survey

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

http://nssnemmara.ac.in/wp-content/uploads/2022/12/Kaagaz_20221223_150524341769-1.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)

0.2

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

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

3.1.2.1 - Number of teachers recognized as research guides

2

File Description	Documents
Any additional information	[View File](#)
Institutional data in prescribed format	[View File](#)

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

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

1

File Description	Documents
List of research projects and funding details (Data Template)	[View File](#)
Any additional information	[View File](#)
Supporting document from Funding Agency	[View File](#)
Paste link to funding agency website	https://kscste.kerala.gov.in

3.2 - Innovation Ecosystem

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

Students make their Power Point Presentations during seminar presentations . Departments organizes National and International conferences to facilitate research culture among students, to interact with them and to inspire the students for their overall future development. The college has a academic and research cell which helps the faculty members in developing projects and provide mechanism for submission of minor and major research proposals to various funding agencies. The research cell takes every initiative to support and inculcate faculty members to apply for research projects to different funding agencies. Each department organizes different Faculty Development Programs (FDP), Short Term Training Program, Technical Workshops, Seminars, Industrial Visits, Field visits, National and International Conferences for creation and transfer of knowledge among the students and faculty members. The Institute has a long tradition of promoting entrepreneurship among students. The E-Cell is established with the aim to identify and nurture the

latent entrepreneurial spirit of students and provide them opportunities to become Entrepreneur. Entrepreneur Development Cell (EDC) initiates various activities for the career enhancement of students like self-employment, start-up initiatives, etc. through various training programmes.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://drive.google.com/drive/u/0/my-drive

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

11

File Description	Documents
Report of the event	[View File](#)
Any additional information	[View File](#)
List of workshops/seminars during last 5 years (Data Template)	[View File](#)

3.3 - Research Publications and Awards

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

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

0

File Description	Documents
URL to the research page on HEI website	http://nssnemmara.ac.in/?page_id=525#
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	[View File](#)
Any additional information	[View File](#)

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

4

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

7

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

The college is profoundly aware of its role in human resource development and capacity building of students for which it positively shoulders the task of inculcating desirable value systems among students. The extension activities were organized in the neighbouring communities in association with NSS and NCC, with the intent of sensitizing students on critical social issues, the impact of which have optimistically contributed to students' holistic development.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

1

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

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

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

26

File Description	Documents
Reports of the event organized	[View File](#)
Any additional information	[View File](#)
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	[View File](#)

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

3.4.4.1 - Total number of Students participating in extension activities conducted in

collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

1727

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

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

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

3

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

1

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

College has a well-maintained, and adequate infrastructure and facilities required for effective teaching-learning. The management continuously strives to meet the growing needs of the twenty-first century and works in tandem with the college to provide adequate physical infrastructure to handle 12 UG courses and 3 PG courses. The institution provides properly ventilated sufficient class rooms to conduct classes for various courses offered by University. The college has facilities like seminar hall, auditorium, digital classroom, library, co-operative store, health and fitness center, canteen and has a computer Lab and Language Lab. All facilities are timely upgraded to meet the current needs. The entire campus is Wi-Fi enabled with high speed internet facility to the students and staff.The college has 51 computers and 10 LCD projectors for the day - to- day use by the students and faculties.The College ensures uninterrupted power supply by using different types of power back ups which includesdiesel generator, petrol generator and UPS ofhigh capacity.To enhance the employability of our students, the infrastructure is further used for conducting coaching classes and the college isa center for conducting PSC and other competitive examinations.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://nssnemmara.ac.in/?page_id=67986

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

In order to ensure a holistic development in students, the college takes great care to conduct the sports and other cultural activities. It constantly encourages them to take part in extracurricular activities to spark their interests and cultivate leadership qualities as well as team spirit. Ample facilities are provided in the college to enhance the sports and cultural talents of students. The department of physical education provides expert training in various sports events such as Basketball, Volleyball, Wrestling, Taekwondo, Judo and Aerobics. The college ensures the participation of students in inter and intra-institutional sports competitions. Students have been proving their excellence in various competitions - University, State, and National level. The volleyball and basketball courts are used to give regular training to the students. Systematic training and encouragement is provided to students under the guidance of an expert trainer. Track suits and all sporting gear are provided to the students for major/minor events.Although the college doesn't have an established Yoga Centre, yoga classes are provided by the department of Physical education as part of the open course curriculum and International Yoga Day is celebrated every year

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://nssnemmara.ac.in/?page_id=68012

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

09

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://nssnemmara.ac.in/?page_id=68116
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

3.35

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

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

The library is situated in the central library building of the college. The library offersan extensive collection of textbooks, reference books, fictions and journals. The reading room is spacious enough to accommodate 50 students at once. For students and faculty members, a visitor record is kept, and new arrivals of books and journals are displayed on a rack.

OPAC: The library created a database of its own collection using library software. The central library is fully computerized, with a barcode-based issue-and-return process, and an online public access catalogue (OPAC) facility. Students and faculty members use the OPAC to search for books by title, author, subject name, and other criteria.

e-Resources: The library is a member of INFLIBNET, which provides over 3135000+ e-books and 6000+ e-journals to students and faculty members. Internet and reprography services are available via a computer system. The library has a digital database, a barcode scanner, a printer, and an audio-video unit with a stable internet connection.

Library Automation: The library software database is updated with all active book collections, and the online public access catalogue (OPAC) is available to students and faculty members. The library software now allows for the issue and return of books.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	http://nssnemmara.ac.in/?page_id=69010

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	**B. Any 3 of the above**

File Description	Documents
Upload any additional information	[View File](#)
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

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

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

1.08

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

6

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The IT policy of the college is a fair and transparent one which caters to academic needs. IT facilities are available for office staff to enable the smooth conduction of the admission process, and other administrative services. College provides various IT resources on the Campus for Students, faculty, and Staff to ensure effective functioning of the college as well as teaching learning process.

The college has a well-equipped Computer lab with branded PC's adequately supported by internet connectivity. It is also equipped with a wide range of licensed system software and application software. The entire campus is connected with wired LAN and Wi-Fi. Computer labs are well connected to the internet to help students and faculty to carry out their academic and research work. Lab assistants are available to support students and faculty in their queries. The college also has a Language lab to cater to the needs of new and advanced learners of languages.

Wi-Fi facility is implemented with 6 dedicated Access points with dual freq.bands. A dedicated 10Mbps connection and 300Mbps FTTH are provided for network resource access. Data usage and time of

`use are monitored using a Controller unit for effective`
`utilization of resources in registered smart devices.`

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://nssnemmara.ac.in/wp-content/uploads/2022/11/Policy-Documents-17.11.2022.pdf

4.3.2 - Number of Computers

`51`

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution	B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

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)

`4.87`

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

College has a well-established system and proper procedures for maintaining and utilizing physical, academic and support facilities. The institution headed by the Management and the governing body entrusts the Principal, IQAC, Staff Council to facilitate the delegation of duties and responsibilities aiming upon perfection in execution of the policies. There are security personnel on duty, round the clock in the campus to ensure the safety and security of all estate, infrastructure and entry points. The campus has installed CCTV surveillance system for the safety and security of the campus. The proper and optimal use of electric lights/fans/projectors etc. is ensured. The college has a fully functional co-operative society. Canteen facility is available within the campus. Sufficient cleaning and support staff is appointed for the upkeep of classrooms/washrooms/rest rooms. Regular maintenance is conducted via AMCs as well as routine checks of electrical equipment, water purifiers, sewage, and garbage disposal. Aspart of green initiatives, importance is being given to sustainable power generation and waste management. At the beginning of each academic year the required purchases, repairs and maintenance works are done for the class rooms,furnitures and equipments and the activities are supervised by College Development Commitee.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://nssnemmara.ac.in/wp-content/uploads/2022/11/Policy-Documents-17.11.2022.pdf

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

137

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

18

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

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

File Description	Documents
Link to Institutional website	http://nssnemmara.ac.in/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

42

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

42

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

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

10

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

109

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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

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

2

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

9

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

Elected college union organizes various programmes in college.The union is led by a chairperson and has executive members. Each class is additionally represented by a class representative. Both

educational and extracurricular activities are planned by the college union. Each year, a distinguished academician is invitedas a guest speaker to initiate department associations' activities. Every student is included in the department's extension activities, which are overseen by the department council. Ancillary clubs are available in each department to support extracurricular activities and skill development programmes. A representative of the students leads the clubs and its activities.The teachers of the college ensures that the activities are carried out according to plans and policies.Students serve as secretary and leaders for the college's NCC, NSS, and sports organizations.

File Description	Documents
Paste link for additional information	http://nssnemmara.ac.in/
Upload any additional information	View File

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

8

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

5.4 - Alumni Engagement

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

There is no registered alumni association

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

5.4.2 - Alumni contribution during the year (INR in Lakhs) | D. 1 Lakhs - 3Lakhs

File Description	Documents
Upload any additional information	<u>View File</u>

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 vision and mission of the college emphasizes in its role in promoting human as well as societal well-being. Vision: Enfranchisement Through Heuristic Interaction, Mission: Empowerment Through Uncompromising Quality Education. The effective administration of the College, the nature of governance, the perspective plans towards the wellbeing of the institution are in tune with its vision and mission. The college ensures participation of all stakeholders in decision making process including Management, Administrative, Academic and Structural governance. The Principal is the academic Head of the institution and he implements the strategic plan in consultation of the College Council. The participatory governance system of the institution consists of Principal, College Council, IQAC, Staff Club, Students Union etc. The IQAC monitors the quality mandates of the institute with strict adherence to NAAC guidelines. The Statutory Committees and Institution specific committees are well coordinated by IQAC with the support of the College Council and the Principal.The participation of the students was monitored by elected student Union and staff advisers. The vision and mission statements are reflective of the effective leadership of the College as well as the nature of governance and its perspective plans.

File Description	Documents
Paste link for additional information	http://nssnemmara.ac.in/?page_id=375
Upload any additional information	View File

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

Decentralization and Participatory Management are effective democratic tools to bring up any Institution. Effective leadership is reflected in various institutional practices such as decentralization and participative management. The College Council is well represented by all departments through the HoDs. The elected members from teaching faculty and administrative representative are also contributing to the smooth functioning of the college. Internal Examinations are conducted to evaluate the students. This is a good example of decentralization process. The college ensures the participation and involvement of the teaching faculty in at least two or three committees. Internal Complaint Redressal Cell, Women Cell, Staff Club, Examination Additional Supervision, NSS etc. are decided by circulatingwillingness among the faculty. The Students' Union ensures the participation of majority of students. Discipline Committee is constituted to take disciplinary actions against wrong doings. The Heads of Departments ensure the smooth and regular functioning of departments. Administrative staff under the supervision of the Superintendent also contribute to the administrative goals of the institution.Implementations and outcomes of decisions are evaluated or reviewed based on feedbacks from students, faculty, employers and alumni for refinement and corrective actions. The institution interacts with stakeholders through PTA, Alumni etc.

File Description	Documents
Paste link for additional information	http://nssnemmara.ac.in/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college has designed a Perspective plan which has been

designed incorporating the Vision and the Mission of the College. Programmes and activities conceived providing quality education aimed at global competence, ensuring integrated development of students through involvement in voluntary social service activities, molding them as socially responsible. The Perspective plan and initiatives targeting faculty and staff, student community and infrastructure development. It is hoped that with these measures the college will continue in its pursuit of excellence and enhancement of student strength and organizing seminars on Research Methodology, IPR and entrepreneurship etc. Institution also plan to create ecosystem for innovation, creation and transfer of knowledge and to implement welfare and extension activities.

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	http://nssnemmara.ac.in/wp-content/uploads/2022/11/Policy-Documents-17.11.2022.pdf
Upload any additional information	View File

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 college has a well-structured administrative body which facilitates and formulates policies for the efficient functioning of the institution. The Governing body of the college has been systematized as:

- The Management and the Principal form the apex authority in regulating financial and academic activities.
- The General Secretary along with a Board of Members has been vested the power to make appointments of teaching and non-teaching faculty in accordance with the UGC and State Government of Kerala,approves financial budget for improving the infrastructure and other activities of the college and makes recommendations to the Government for the betterment of the college.
- The Principal as the Head of the Institution is involved in the academic and non-academic activities and is supported by a team of Teaching and Non-teaching staff for the smooth running of the college.
- The Staff Council meets occasionally and discusses various

- academic and non-academic matters. It also makes recommendations to the higher authority.
- The IQAC is in charge of administering and directing the various plans implemented in the college, assisting the faculty in recording academic and co-curricular activities.
- The NSS and NCC ensures student participation, organizes capacity building programs, awareness sessions and celebratesimportant national and international days.

File Description	Documents
Paste link for additional information	http://nssnemmara.ac.in/wp-content/uploads/2022/11/Policy-Documents-17.11.2022.pdf
Link to Organogram of the institution webpage	https://drive.google.com/file/d/1FWlfPcygkaqDyCBB8ca1z6X0C_3M0ned/view?usp=share_link
Upload any additional information	View File

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	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Welfare measures include Financial safety wellbeing and security of staffs .All these measures create good working atmosphere thereby contribute to attain the vision and mission of the college.

Welfare measures includes statutory schemes, financial assistance, physical and health assistance.

Statutory welfare measures include

- Employees Provident fund
- State and General Life Insurance Schemes
- House rent allowance
- National Pension scheme.
- Medisep

Non-Statutory welfare measures includes:

Medical

- Covid leave facility
- Maternity and Paternity leaves

Financial:

- Subsistence allowance to Guest lecturers
- Advance to the newly appointed staffs till their approval and salary
- Festival allowance during regional festivals

Miscellaneous Welfare Schemes

- College Cooperative society offers books and stationery at discount rates
- Various programmes conducted by staff club during Onam and Christmas for teaching and Non-teaching staffs
- Organizing send off function in connection with retirement and transfer of teaching as well as non-teaching staffs.
- Sports competition for staffs
- Annual tour arranged by the staff club
- CCTV and security staff to ensure security in the campus

Career Advancement Avenues

- Workshop on ICT tools for effective teaching
- Financial assistance from PTA to conduct seminars
- Mechanism of Self appraisal and managerial evaluation
- Autonomy to Departments in Academic matters and role in governance

File Description	Documents
Paste link for additional information	https://gainpf.kerala.gov.in/ifms/logingf
Upload any additional information	View File

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)	View File

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

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

2

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

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

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

22

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	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

Institution abides the rules and regulations of the State Govt. and the monitoring agencies like UGC for promotions.

Institution has a performance appraisal system. Teachers must

submit a filled in format of APAR through IQAC to the Principal and finally to the manager for verification.

Performances are classified into three categories in this scheme:

1. Teaching, Learning, and Evaluation related activities,
2. Cocurricular, Extension, and Professional Development related activities.
3. Research Publications and Academic Contributions.

Performance of teachers are also assessed through student feedback taken at the end of each year.

Teacher's diary is maintained.

Daily work arrangement register is maintained and verified by Principal.

The clerical staffs of the college will have to clear MOP (Manual of office Procedure) before their progression to higher grades.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1s8c8tdC_kCncmub2YF4wpNVeKUyPd7o3/view?usp=share_link
Upload any additional information	View File

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

NSS College Nemmara is a Government Aided Institution. The institution has mechanisms of external and internal audit for Government and other college accounts unvaryingly and systematically. The mechanism helps to maintain the accountability and transparency of the financial matters related to the college. All the funds received from agencies like UGC, RUSA and PTA are subjected to strict auditing by the agencies concerned. The external audit is conducted by the Deputy Director of Collegiate Education for the funds received from the Governmental sources. The internal audit is done by the office staff comprising the superintendent and the head accountant. This

is done in the case of the daily income and expenditure statement regarding fees, caution deposit, grants for students etc. and it is verified by the Principal. College takes utmost care in rectifying the queries raised in audit report. The stock verification of the assets of the institution is done every year, conveniently in March through internal audit. The statements of income, expenditure, utilization certificates etc. of government supported projects are also audited before submitting the report.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1-CA-jpozMoJCc3XiBP7riiHTq3wEdB6W/view?usp=share_link
Upload any additional information	View File

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)

0

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

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

The college conducts Internal and External Audits for monitoring the use of Governmental and Non-governmental funds and has systematized committees for regulating financial resources.

- The institution has a Planning Committee with the Principal as its Head, supported by IQAC Coordinator, office staff and a faculty representative in preparing an annual financial budget for the requirements of the college.
- The Purchase Committee has a host of teachers who took the

responsibility of monitoring various purchase tenders and in the distribution of funds for approved projects.
- The funds procured from both Governmental and Non-governmental agencies are utilized for infrastructure, Minor and Major research projects, Student welfare programmes and Extension activities.
- The Nodal Officers of NSS and NCC mobilize the funds endowed upon them.

External Audit: External audits are conducted annually by the Department of Collegiate Education. The funds received from UGC, RUSA and other Governmental agencies are audited meticulously. Moreover, the financial assistance received from external agencies are audited with the help of a Chartered Accountant.

Internal Audit: The internal audit is done by the office staff comprising the superintendent and the head accountant.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1pJN-NqOO6n2DkNeDN1L2lmIf63bcKqYo/view?usp=share_link
Upload any additional information	View File

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

IQAC's quality initiatives include:

- Maintain student, teacher, and non-teaching faculty database.
- Enhances the curriculum implementation with add-on/certificate/value added courses.
- Helps and directs year plan preparation by each faculty with qualitative inputs.
- Tracks and records curricular, co-curricular and extra-curricular activities of the institution. Streamlines the documentation process as per the NAAC requirement.
- Monitors and documents: Student progression for higher education, Student's scholarship details, Ensures stakeholder feedback collection and its analysis for improvements.

- Organizes Orientation/Training/workshop Programmes for students, teachers and supporting staff.
- Undertakes infrastructure Audit and Administrative and Academic Audit.

File Description	Documents
Paste link for additional information	http://nssnemmara.ac.in/?page_id=436
Upload any additional information	View File

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

IQAC of the College reviews the teaching learning process periodically and has implemented necessary reforms in the institution. These review processes are carefully monitored and updated regularly to ensure continuous growth in teaching learning process as well as the organizational processes.Based on the University Academic Calendar the college schedules the academic calendar well in advance at the start of the year with ample time for not only the regular teaching-learning process but also to accommodate the various cocurricular activities. Admission to various programmes, vacations, examination schedule are also notified in the Academic Calendar. All newly admitted students are given an Induction Programme, in which they are made aware of the philosophy, the uniqueness of the education system, the teaching learning process, the system of continuous evaluation, compulsory core courses, various cocurricular activities, discipline and culture of the institution. Students are appraised of the Time-Table, Programme structure, syllabi of the courses before the semester commences by the concerned tutors.Class PTS meetings are regularly conducted with students to take feedback and appropriate steps are taken to enhance the teaching-learning process.

The following points are adopted by the college in this context:

- Continuous evaluation comprising of internal tests, assignments, group discussions, and seminar presentations.
- Semester system of examination for all courses.
- At least 75% Attendance is compulsory in each semester.
- Timely Redressal of students' grievances.
- Extra classes for weak students

File Description	Documents
Paste link for additional information	http://nssnemmara.ac.in/wp-content/uploads/2022/10/2021-22.pdf
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)	A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://nssnemmara.ac.in/wp-content/uploads/2022/10/IQAC-minutes-2021-2022.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

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

7.1.1. Measures initiated by the Institution for the promotion of gender equity during 2021-22

NSS College Nemmara has a strong ethical work culture that is based on inclusivity. It observes highest ethical standards in all its activities. Gender sensitivity is an inherent value in the cultural ethos of the institute and its neighbouring community, as is evident by the following facilities.

1. Safety and Security

• Security checks are provided at all campus entry and exit points.

• Strict implementation of Anti-Ragging measures and keeping the campus ragging free.

• Awareness campaigns on women safety and gender sensitivity through street plays rallies and camps by NSS and NCC student volunteers.

• Security guards are deployed at main gate and students with valid identity cards are allowed into the campus.

• The college campus is under surveillance with CC cameras installed at prominent locations.

2. Counselling

• Regular monitoring of the students and counsel the students regarding their psychological issues.

3. Common Rooms:

Girls' waiting halls and rest rooms are provided in the campus with required facilities.

File Description	Documents
Annual gender sensitization action plan	https://drive.google.com/file/d/1yR8bnPQ2f6FmyTrqJMMSarxAag-R5Nql/view?usp=share_link
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	https://drive.google.com/file/d/1Aexv39Jl7Gu2B7BXFvbvVBt0TpVSAxmt/view?usp=share_link

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-	C. Any 2 of the above

based energy conservation Use of LED bulbs/ power efficient equipment	

File Description	Documents
Geo tagged Photographs	[View File](#)
Any other relevant information	[View File](#)

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

Plastic & E-waste management (2021-22) .We create awareness about waste segregation and harmful impacts of non- compliance to the segregation method. In order to reach and impact a larger audience, National Service Scheme circulated posters and awareness campaigns for waste segregation. NSS volunteers spread awareness about the hazardous impact of not practising proper waste segregation methods at homes , colleges and other public spaces. NSS volunteers covered every nook and corner of the college and interacted with students from different departments and collected Plastic and E-Waste. Students, too, showed interest in our initiative and offered their allegiance. NSS volunteers advocated the abolition of single use plastic, they encouraged the students to use sustainable products. Emphasis was laid on the practice of waste segregation and identifying the correct dustbins for different waste materials. The collected E and Plastic waste were handed over regularly to local govt (panchayat) authorities for recycling . Volunteers involved: There were total 80 volunteers who campaigned in the college campus. The volunteers divided the entire college campus into eight parts i.e. one division to be covered by one volunteer.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	[View File](#)
Geo tagged photographs of the facilities	[View File](#)

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling	C. Any 2 of the above

Maintenance of water bodies and distribution system in the campus

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

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	**B. Any 3 of the above**

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

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	**D. Any 1 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	View File

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

C. Any 2 of the above

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

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).

Our college is proactively taking efforts in providing an inclusive environment. The initiatives are to promote better education, economic upliftment of the needy, and set communal harmony. The extension activities are targeted towards enabling a holistic environment for student development. Our college has

always been at the forefront of sensitizing students to the cultural, regional, linguistic, communal, and socio-economic diversities of the state and the nation.

The institution has been taking several efforts and initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities. By celebrating many National and International Days, Events and Festivals the institution aims at bringing tolerance and harmony among the students and staff and other stakeholders. It is to declare that the following photos show the inclusive environment in the institution.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File](#)
Any other relevant information	[View File](#)

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

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

Sensitization of students and employees of the Institution to the constitutional obligations is done through curriculum as well as through extra-curricular activities.

Many regular programs, seminars and workshops are conducted on days of national importance on various rights, duties and responsibilities of citizen. Seminars on topics like Right to Information, Sexual Harassment, and Gender Equity are conducted periodically.

Every year the college organises flag-hoisting ceremony and other programmes on the Independence Day and Republic Day. All staff and students are encouraged to participate actively in these programmes. Awareness programs were organised on those occasions, whereby the students learn the importance of constitutional obligations

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://drive.google.com/file/d/1BAn4Ftvbq yfTWIvU8r6RgftBtS9RiMA1/view?usp=share_lin k
Any other relevant information	**Nil**

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

File Description	Documents
Code of ethics policy document	View File
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	View File
Any other relevant information	View File

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

Annual Report of the Celebrations & Commemorative Events (2021'22)

1. **June 5 , 2021 : Environment Day**
2. **June 21, 2021 : Yoga Day**
3. **June 26, 2021: International Day against drug abuse.**
4. **July 1, 2021 : Doctors Day.**
5. **January 28, 2022 : National Girl Child Day**

6. March 8, 2022 : International Womens Day.
7. August 6, 2022 : Hiroshima Day.
8. August 12, 2022 : International Youth day.
9. August 15, 2022 : Independence Day
10. August 22, 2022: International folklore Day
11. August 29,2022: National Sports Day.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

Best Practice 1- Continuum: Back to Campus.

The college is situated in a rural area of Palakkad. Guidance from someone who had once been in their shoes might be just what they need to get started. An active and engaged alumni provide access to professional skills and opportunities.

For effective implementation, individual student's life aspirations and interests are discovered through one-to-one and group sessions. The main obstacle faced is scheduling the sessions according to the alumni time constraints. Interaction between alumni and current students, developed asustainable and productive alumni-student mentor relationship. The major resources required for this practise are Alumni Association, NSS, NCC and IQAC.

Best Practice 2

2021-22

Title of the practice- Active Living: Institution and Social Responsibility

Physical activity is an essential component of any strategy that

aims to address problems of sedentary living and obesity among
children and adults. Rural communities are often characterised by
having decreased access to infrastructure and resources. By
utilising institutional resources with the support of Department
of Physical Education, our college act as a hub to promote
healthy life to society. Plan of action involved two stages.
Requisites are Alumni, College playground, Department of Physical
Education, NSS, NCC and IQAC.

File Description	Documents
Best practices in the Institutional website	http://nssnemmara.ac.in/wp-content/uploads/2023/01/best_practices12-2021-22.pdf
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

7.3 - Institutional Distinctiveness

Title of the practice: Fostering Overall Development through Holistic Education.

Students are empowered to respond actively to concerns and
conflicts inherent in today's world. In the current year we have
included so many activities for a sustainable environment such as
plastic and E waste collection from the campus as well as nearby
society, gardening, tree planting etc. Regular yoga sessions were
given to students to boost their creative skills and thus new
changes in the body and mind of the students were reflected in
their studies and curricular activities.

The NCC and NSS programmes of the college also helps students to
behave in a socially responsible way. Through these programmes
students can take part in all activities and thereby enhance
their leadership skills, interpersonal and communication skills,
organization skills etc. Career guidance cell gives proper
training to students and mould them to fit in various career
opportunities. Students are given opportunities to enhance their
health and fitness through the support of the physical education

department. The college has excellent academic records and achieving university ranks for almost all degree courses in every year is great evidence of the academic excellence of our college.

File Description	Documents
Appropriate web in the Institutional website	[View File]()
Any other relevant information	[View File]()

7.3.2 - Plan of action for the next academic year

Plan of action for the next academic year

Institutional Distinctiveness

1. **Promoting Bio Friendly campus by implementing effective waste management systems**
2. **Effective collection of Plastic and E-waste materials and proper recycling with the support of local government authorities.**
3. **Installation of more solar panels in the campus & Promotion of E-Vehicles among staff members and students of the college.**
4. **Promotion of bio friendly pen, carry bags, bottles through college cooperative society.**
5. **Conduction of effective awareness programs for a sustainable green environment within the campus through students who are green guardians of the college.**