

SELF STUDY REPORT

FOR

2nd CYCLE OF ACCREDITATION

SREE KERALAVARMA COLLEGE

SREE KERALA VARMA COLLEGE, KANATTUKARA, THRISSUR, KERALA

680011

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www.keralavarma.ac.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

One of the premiere institutions of the higher education sector in Kerala, Sree Kerala Varma College, is situated at the centre of Kerala's cultural capital, the city of Thrissur. With a rich legacy of previous achievements in academic and socio-cultural spheres, this College upholds a scientific and alternative approach to education and has a proven and substantial track record in terms of academic brilliance, co-curricular activities and the composite and holistic development of the student. Based on the valuable contributions made by this institution to the cultural and educational sectors of the state, the college has been chosen by the Government of Kerala as one among five colleges in the state with the potential to be a Centre of Excellence. Strongly adhering to humane values, secular outlook and social justice, this college has set its signature in the social and cultural history of Kerala.

Sree Kerala Varma College was established on 11 August, 1947 by the Maharaja of Cochin H.H. Sree Kerala Varma. Housed in the "Merry Lodge Palace" premises handed over by the erudite king, the college immortalizes his name and keeps fidelity to his vision of an educational institution with social responsibility and commitment to humanity as a whole. At present, a quasi-government institution under the Cochin Devaswom Board, the college functions as an instrument to propose realistic and attainable quality benchmarks for academic and administrative activities in the higher education sector.

Vision

Born on the eve of the nation's independence, the spirit of freedom, democracy and equality became the leading force of the institution from the very beginning and its vision and mission were inspired by the general social atmosphere of the period infused with the ideals of freedom.

The motto of the college, "Asthu Vrutham Shubham Sada" ("Pure be my Life Forever") has been the guiding force, the philosophical firmament and constant source of inspiration of the college ever since its inception. The college community has always been vigilant to live up to the spirit of the core values of the college inspired by its motto - purity of mind and deed, equality and fraternity, respect for the protection of nature, freedom of speech and expression and a deep sense of social justice and inclusion.

Mission

"The college endeavours to preserve the best traditions of liberal higher education, ensuring total freedom of expression to encounter multifarious ideological preoccupations." In both curricular and co-curricular activities the college aims at bringing out the best talents of the students through a liberal pedagogical approach, without curbing their originality and creativity. The college has taken up the mission with dedication and commitment to bring up the students hailing from semi-urban and rural areas with poor socio-economic backgrounds on par with those from better endowed urban areas. The college seeks to make the students competent to face the challenges of modern world with utmost confidence and a great sense of social responsibility.

At present, the college has emerged as one of the biggest affiliated colleges in Kerala with seventeen departments, seventeen undergraduate courses, eight post graduate courses and three research centres.

The fact that several of former students of this institution are now well-known and reputed statesmen and literary and cultural luminaries is a concrete testimony to the cultural heritage the college has been able to uphold. The social commitment of the alumni has been acknowledged by the people of the entire state of Kerala by elevating a host of former students as ministers and Speakers of the Kerala Legislative Assembly. Besides these, many of the former students are occupying high positions in different fields of public life – as eminent teachers, academicians, media persons, artists, doctors, lawyers etc.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

Sree Keralavarma College is endowed with a long list of dedicated and highly qualified teachers who are alert to refresh their knowledge in a timely manner. The total number of teaching faculty on the rolls is 112 and the members of the non-teaching staff 38. Out of the 112 teachers, 53 are Ph.D. holders, 14 have M.Phil degree and 20 are at present pursuing Ph.D. Four members of the faculty pursue post Doctoral Studies. Three teachers were granted the C.V.Raman fellowship instituted by the U.G.C. and one teacher was awarded Nehru-Fulbright Fellowship. The college encourages the teachers to avail opportunities for higher education. The members of the faculty equipped with exposure at the national and international level share the benefits of such experiences with their colleagues and the student community.

The specific academic atmosphere of the college provides ample scope for the holistic growth of the learners by allowing creative freedom and originality and by encouraging the students' initiative and participation in the process of learning. The agential capacity of the students is developed in a very judicious manner and this gets reflected very positively in their life. The activities associated with the students' union and other forums intended for developing students' initiatives and creativity are exemplary.

The college caters to the educational needs of the most marginalized sections of the society. The institutional inclusiveness of the college is commendable as the major chunk of its student population is formed by women, dalits and physically challenged students.

Institutional Weakness

The institution finds it difficult to mobilize financial resources sufficient to meet the expectations of the campus community. Most of the students come from economically backward sections and it is not viable to collect money from them.

Institutional Opportunity

The well-equipped teaching community of the college who work with whole-hearted commitment and sincerity is the most valuable asset of the institution. Constantly sensitive to the burning social issues existing beyond the

college campus, they participate and lead the students in varied extension activities. From the very days of its inception, the college provided myriad platforms of discussions, seminars and symposiums to widen the horizons of both academic knowledge and social consciousness.

For the last seventy years, the students of Sree Kerala Varma College have brought laurels to the institution by their exemplary performances in sports and cultural activities. In sports, the college has produced excellent sportsmen and athletes who have brought international renown not only to this prestigious institution but also to the state and the nation. In the field of Arts, the students of this college proved their merit in a sustained manner at the university zonal and inter- zonal youth festivals. The college always emerged as the champions of these competitions. Talented students of this college always excelled in these competitions by the merit of their creative genius which was never crushed down or artificially distorted by the teachers or other authorities. The Department of Physical Education provides scientific training and intense coaching to those students who excel in the field of sports and addresses the issues related to the most prestigious sports hostel of the University of Calicut.

Institutional Challenge

As the college has many students who are first generation learners coming from economically and socially backward sections, it becomes necessary to carve out measures to transcend the limitations imposed by the lack of sufficient exposure and expert training or grooming from the school days itself. Remedial classes and support mechanisms are arranged to overcome the short comings related to such a situation.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

As the college is affiliated to the University of Calicut, the curricular aspects are handled according to the guide lines of the university with a judicious integration of the high ideals related to the vision and mission of the college with the norms prescribed by the university. A host of programmes are available to learners of this institution -17 undergraduate and eight postgraduate courses - including programmes in languages, Humanities, Commerce and Science. Being the members of different academic bodies of the university, about forty percent of the teachers are actively involved in the design and development of the curriculum of various academic programmes. The curriculum is updated periodically, incorporating the guidelines of the U.G.C. and the parent university so that the students emerging out of these academic programmes are well-equipped to meet the emerging national and global challenges.

Effective curricular delivery is ensured by fixing academic calendars, time tables, teachers' work plan, work diaries and frequent and timely monitoring of the coverage of the syllabus.

The curriculum allows substantial space to address the issues related to gender, human values, ethics, secularism, human rights etc. A number of undergraduate and postgraduate programmes have incorporated information and communication technology in the curriculum. The college has a fool proof system of obtaining feedback from all the stake holders. After analysing the feedback the outcome is communicated to the university for improving the curriculum.

Teaching-learning and Evaluation

Students are admitted to various programmes of study through a single- window system for admission to various colleges affiliated to the Calicut University . The institution assesses knowledge and skills of the students before the commencements of the programmes and appropriate remedial measures are carried out for the weak learners. Bridge courses to mend gaps, Remedial teaching for slow learners and Enrichment programmes for advanced learners are provided with due care. An academic calendar is prepared at the beginning of each academic year and the teachers are advised to prepare the teaching plan according to this calendar. The lecture method is predominantly adopted for teaching but it is handled in a more interactive and creative manner. Interactive methods, computer assisted methods and project-based methods are used in most of the courses. ICT Enabled classes render better teaching learning experience. The institution encourages the teachers to attend and organize seminars, workshops, lecture series etc. to cope with the fast developments in various disciplines. Continuous evaluation of student progress is achieved by frequent test papers and discussion of answers. The evaluation methods and tentative schedule of examinations are communicated to the students immediately after the commencement of the classes by the teachers handling various courses. The progress of the students are monitored continuously by giving class tests, seminars and assignments and the marks are communicated to the parents in class-wise parent- teacher meetings.

Research, Innovations and Extension

Three of the departments of the college- Malayalam, English and Political Science- have research centres affiliated to the University of Calicut. A research committee is functioning in the college to monitor research activities. Teachers undertake research projects- 16 minor and 2 major projects- with the aid of the U.G.C. and DST. Teachers have pursued Ph.D. under the Faculty Improvement Programme. The Malayalam Department of this college, a major research centre in Malayalam in the state, which associates with a number of institutions for collaborative research has produced more than 42 Ph.Ds since 1987. The Malayalam Department has two UGC Emeritus professors. 13 Teachers of this college are research guides. A series of research papers and a number of books were published by the faculty of this institution during the report period. The teachers of this college have started initiatives in consultancy services without collecting fee in the areas of tax planning, analysis of statistical data, identification of flora and E- content development.

Infrastructure and Learning Resources

The college has ample infrastructural facilities for academic, co-curricular and extra-curricular activities. There are seven academic blocks, one administrative block, five laboratories, two auditoria, five seminar halls, an open stage and a stadium with modern facilities. There are sixty classrooms in total in the seven academic blocks and various departments also are housed in these blocks.

The college has a well- maintained, fully computerized library with open rack system to cater to the needs of the students and teachers. The library is set in a space with 1070 sq.metres. The library has a reading room, Reference section and internet facilities with broad band connectivity. The total number of books in the library is 76314 and more than thousand books are added every year. The library subscribes 95 journals, 24 periodicals and 2 E journals. N-List and INFLIB NET facilities are available in the library. A separate section with Braille

books is maintained for the visually challenged students.

The Science Departments have sufficient laboratory facilities and the language Departments have language labs and media rooms for using effective methods of communication and learning.

The college is well-equipped with ICT facilities with sufficient number of computers with internet connectivity. There are two hostels – one for men and the other for women. The college stadium has sufficient facilities for sports and games . There is a separate room for women's cell with a working gymnasium. The college has a spacious cafeteria with all modern amenities to meet the needs of the college community.

Student Support and Progression

A substantial number of students of SKVC represent the economically and socially backward sections and avail grants from the government. The students who belong to SC and OBC category avail such benefits. Every year more than 1500 students are benefitted by such scholarships. In the year 2016-17, 1934 students availed scholarships provided by various Governmental agencies. More than 150 students avail freeships regarding mess fee and visually challenged students are getting book allowance from the State Welfare Board.

The college itself has executed many endowments and scholarships for the students. The teachers provide freeship for the physically challenged students.

14 research scholars who pursue research at the Research Centres in the college are getting Junior Research Fellowship.

Remedial classes and Bridge courses are provided for slow learners. Career counselling and capacity enhancement programmes are arranged for the students. Coaching by experts to prepare the students for competitive examinations is provided. Many students have benefitted from the coaching classes for JRF/NET. The teachers and students are granted many awards by their exemplary performance in different fields.

31.77% of the students who attend undergraduate and postgraduate courses in the college proceed to the next level of learning. Many of the former students have joined prestigious central universities like JNU and Hyderabad University to pursue their higher studies and research. The institution is keen to monitor the process of student progression by keeping constant rapport with its alumni. Approximately, 29.55% of the students get jobs after completing their undergraduate courses.

Governance, Leadership and Management

In the organizational structure of the institution, the management, The Cochin Devaswom Board is at the helm of affairs and the college principal leads the activities in the institution. The senior most teacher acts as the head of each department. The administrative assistant is the head of the office and he is supported by Junior Superintendents, Head accountants, clerks and other supporting staff. The college librarian is assisted by the assistant librarian and other supporting staff.

The College Council, Executive committee of the P.T.A, College Development Committee and Library Advisory Committee are the important administrative and advisory bodies of the institution. The college has a Discipline Committee, Grievance Redressal cell and Anti- Sexual Harassment Cell. The management meets the

college community several times in an academic year and major issues related to academic functioning, infrastructural facilities and welfare of the students are discussed in a very effective manner.

Institutional Values and Best Practices

Sree Kerala Varma College is recognised for its deep sense of social commitment and social responsibility from the days of its very inception. The college upholds social consciousness as its main thrust area and the most significant best practices of the college can be traced as Social Inclusivity and Eco-sensitivity. Deeply aware of the issues of the marginalized sections of the society, the college is keen on ensuring priority and sufficient space for them. Most of the students attending this institution hail from socially and economically backward families and many are first generation learners. The college strives to boost the confidence level and leadership capacities of these sections by consciously building up a fraternal atmosphere congenial to these sections.

‘Women’s Cell’, ‘Lady’s Forum’, ‘Mathrukam’ and the ‘Committee against sexual Harassment’ are the major forums working for sensitizing the campus about gender issues. The girl students of this college keep a very high confidence level and many of them emerge as leaders of the campus community and the society at large.

Sree Keralavarma College is well known for its green initiatives and eco sensitivity. Several programmes are conducted in the campus to nurture environment consciousness among the staff and students. The preserved green zone in the campus is protected with emotional attachment and one of the notable specificity of the campus is the presence of numerous trees which provides shade and shelter from heat.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	Sree Keralavarma College
Address	Sree Kerala Varma College, Kanattukara, Thrissur, Kerala 680011
City	Thrissur
State	Kerala
Pin	680011
Website	www.keralavarma.ac.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Latha C M	0487-2380535	8078480535	0487-2382438	principal@keralavarma.ac.in
Associate Professor	Ravi Krishnan A K	0487-2387011	9895895990	0487-2380355	ravikrishnanak@keralavarma.ac.in

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	11-08-1947

University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Kerala	University Of Calicut	View Document

Details of UGC recognition

Under Section	Date
2f of UGC	12-07-1974
12B of UGC	12-07-1974

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	Yes
If yes, has the College applied for availing the autonomous status?	No

Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	Yes
If yes, name of the agency	Department of Higher Education of the Government of Kerala
Date of recognition	19-03-2017

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Sree Kerala Varma College, Kanattukara, Thrissur, Kerala 680011	Urban	30	17500

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,English	36	Plus Two		40	40
UG	BA,English	36	Plus Two		40	40
UG	BA,Malayalam	36	Plus Two		40	40
UG	BA,Hindi	36	Plus Two		40	40
UG	BA,Sanskrit	36	Plus Two		40	40
UG	BA,Philosophy	36	Plus Two		60	60
UG	BA,History	36	Plus Two		60	60
UG	BA,Political Science	36	Plus Two		60	60
UG	BA,Economics	36	Plus Two		65	65
UG	BCom,Commerce	36	Plus Two		65	65
UG	BSc,Mathematics	36	Plus Two		48	48
UG	BSc,Statistics	36	Plus Two		36	36
UG	BSc,Physics	36	Plus Two		52	52

UG	BSc,Chemistry	36	Plus Two		48	48
UG	BSc,Botany	36	Plus Two		36	36
UG	BSc,Zoology	36	Plus Two		36	36
UG	BCA,Computer Applications	36	Plus Two		36	36
PG	MA,English	24	Degree		23	23
PG	MA,Malayalam	24	Degree		23	23
PG	MA,Political Science	24	Degree		23	23
PG	MA,Economics	24	Degree		21	21
PG	MCom,Commerce	24	Degree		22	22
PG	MSc,Mathematics	24	Degree		22	22
PG	MSc,Physics	24	Degree		14	14
PG	MSc,Chemistry	24	Degree		14	14
Doctoral (Ph.D)	PhD or DPhil,English	36	Masters		22	22
Doctoral (Ph.D)	PhD or DPhil, Malayalam	36	Masters		38	38
Doctoral (Ph.D)	PhD or DPhil, Political Science	36	Masters		4	2

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				15				97			
Recruited	0	0	0	0	5	10	0	15	28	54	0	82
Yet to Recruit	0				0				15			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				39
Recruited	23	8	0	31
Yet to Recruit				8
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				1
Recruited	0	0	0	0
Yet to Recruit				1
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	1	4	0	18	30	0	53
M.Phil.	0	0	0	0	3	0	4	7	0	14
PG	0	0	0	5	2	0	8	15	0	30

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	3	0	3
M.Phil.	0	0	0	0	0	0	0	1	0	1
PG	0	0	0	0	0	0	2	9	0	11

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
		2	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
Doctoral (Ph.D)	Male	1	0	0	0	1
	Female	5	0	0	0	5
	Others	0	0	0	0	0
UG	Male	218	7	0	0	225
	Female	571	6	0	0	577
	Others	0	0	0	0	0
PG	Male	60	0	0	0	60
	Female	125	0	0	0	125
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	126	118	155	130
	Female	269	302	418	304
	Others	0	0	0	0
ST	Male	20	24	32	37
	Female	14	14	17	17
	Others	0	0	0	0
OBC	Male	93	83	77	119
	Female	139	152	42	170
	Others	0	0	0	0
General	Male	57	56	45	39
	Female	133	102	74	78
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		851	851	860	894

3. Extended Profile

3.1 Programme

Number of courses offered by the institution across all programs during the last five years

Response : 28

Number of self-financed Programmes offered by college

Response :

Number of new programmes introduced in the college during the last five years

Response : 2

3.2 Student

Number of students year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2303	2288	2047	2047	1966

Number of seats earmarked for reserved category as per GOI/State Govt rule year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
224	222	209	206	204

Number of outgoing / final year students year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
853	844	832	807	792

Total number of outgoing / final year students

Response : 4128

3.3 Academic

Number of teachers year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
112	112	111	110	110

Number of full time teachers year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
97	94	100	85	91

Number of sanctioned posts year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
112	112	112	108	108

Total experience of full-time teachers**Response : 14.48****Number of teachers recognized as guides during the last five years****Response : 13****Number of full time teachers worked in the institution during the last 5 years****Response : 154****3.4 Institution****Total number of classrooms and seminar halls****Response : 67****Total Expenditure excluding salary year wise during the last five years (INR in Lakhs)**

2016-17	2015-16	2014-15	2013-14	2012-13
42.92	71.69	149.4	107.6	111.2

Number of computers

Response : 110

Unit cost of education including the salary component(INR in Lakhs)

Response : 0.45258

Unit cost of education excluding the salary component(INR in Lakhs)

Response : 0.040615

NAAC

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

Sree Kerala Varma has been committed to the noble cause of imparting quality education to several generations of learners and continues to do so. Affiliated to the University of Calicut, the curriculum is set by the university. What we strive to do within this preset framework, is practice effective and punctilious curriculum delivery which takes into account the diverse needs of all our students.

The University of Calicut adopted the semester system for Under Graduate courses in 2009. All reforms to the pattern of the Choice Based Credit Semester System (CBCSS) have been timely implemented since then. Our faculty who are members of different Boards of Studies, keep us updated regarding syllabus changes and curriculum updation.

The academic calendar of the college, which is compliant with the academic calendar of the University of Calicut provides the framework for effective curriculum delivery. Additionally, each department also has a separate academic calendar, which schedules PTA meetings, internal examinations, annual/semester-wise programmes of the departments and field visits or study tours. Copies of the syllabus and timetables are made available to all students at the start of each semester. Portions are allotted to the teachers according to their area of expertise before the commencement of every semester after a detailed discussion of the syllabus in departmental meetings. Each teacher is directed to envisage a work plan and to keep a work diary related to this in order to ensure the effective delivery of curriculum. Along with the traditional methods of lecturing, teachers effectively make use of innovative and participatory methods of teaching including group discussions, P.P.T. Presentations, assignments, seminars, workshops, field visits, projects and laboratory experiments. Invited lectures by distinguished scholars and retired members of the faculty are held regularly so that the students are able to benefit from their experience and exposure.

All stipulations of the semester system—regular conduct of internal examinations, submission of assignments, the conduct of viva and seminar— are followed and implemented effectively. Remedial coaching is extended to slow and weak learners, and meritorious students are given institutional support through programmes like Walk With a Scholar, Scholar Support Programme and Additional Skills Acquisition Programme.

Teachers are encouraged to adopt student-centered teaching practices in their classrooms with a vision to develop learner autonomy. Class teachers look into student needs, matters of student attendance, and progress of syllabus coverage. Infrastructural facilities in the form of smart classrooms, audio/visual aids, media room and well-equipped laboratories are made use of by both students and teachers. Periodical feedback is obtained from the students on aspects of teaching-learning. The IQAC of the college also collects feedback on curriculum delivery. In addition, the institution communicates regularly with parents to improve learner performance through class PTA meetings, notices, newsletters and invitations to extra-curricular activities.

Department meetings and College Council meetings are held at regular intervals, to review the teaching-learning process, academic progress of the students, to address grievances if any, and to find suitable remedial measures. Minutes of all meetings are recorded and maintained.

1.1.2 Number of certificate/diploma program introduced during the last five years

Response: 6

1.1.2.1 Number of certificate/diploma programs introduced year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	1	0	0	4

File Description

Document

Details of the certificate/Diploma programs

[View Document](#)

1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

Response: 10.89

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
10	12	13	10	6

File Description

Document

Details of participation of teachers in various bodies

[View Document](#)

1.2 Academic Flexibility

1.2.1 Percentage of new courses introduced of the total number of courses across all programs offered during the last five years

Response: 7.14

1.2.1.1 How many new courses are introduced within the last five years

Response: 2	
File Description	Document
Details of the new courses introduced	View Document

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented	
Response: 89.29	
1.2.2.1 Number of programs in which CBCS/ Elective course system implemented.	
Response: 25	
File Description	Document
Name of the programs in which CBCS is implemented	View Document

1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years				
Response: 2.14				
1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year wise during the last five years				
2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	210
File Description	Document			
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	View Document			

1.3 Curriculum Enrichment

1.3.1 Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum
Response:
Sree Kerala Varma College strives to make Gender Sensitivity, Environment Sustainability, Human Values, and Professional Ethics an integral dimension of the institution's design, implementation,

monitoring, and evaluation of development policies and programmes. This process of integration involves innovation, flexibility, learning and acceptance of new norms and criteria recommended by the affiliating university as well the UGC. Occasionally, this implies deep changes in the established procedures and cultures of the organization so that such issues are integrated into our vision and mission. The responsibility for achieving this sort of change is vested not merely with the institutional structure, but also on every individual who is a stakeholder at SKVC.

Issues of gender, environment, human values, and sustainability are components of the academic curriculum adopted by SKVC from the preset curriculum and syllabi of the University of Calicut. Although we are constrained by our affiliation to the University in matters related to curriculum, a number of courses (Core, Open, Complementary and Elective) across various departments do focus on these issues. While choosing elective courses from the University curriculum in particular, much attention is given to choosing courses that reflect such multidisciplinary and value-oriented approaches. (List of Courses attached as a separate file [courses.docx])

Additionally, these issues are given further meaning by seminars, talks, discussions, workshops and similar academic sessions conducted and organized by SKVC. Such activities that overarch the issues of gender, environment sustainability, and ethics make students aware of the current situations and mould them as responsible citizens of the nation. For the past five academic years, we've ensured that atleast one such programme is conducted a month to address issues of gender equity, environmental sustainability, and human values and ethics.

Being a naturally green campus, the students and staff of the college are instinctively drawn towards environmental concern and sustainability. The greenery on campus and the reserve "Ooty" are a testimony to the endeavours of the campus community towards maintaining natural diversity. The NSS, NCC, and the departments of Botany and Zoology further organize talks and seminars by experts and renowned activists on topics related to the environment. Yearly events like *Karkidakom* fest offers a forum for students to engage with issues of the environment in a more informed and enlightened manner. The *ILA* (Leaf) Nature Club pioneers the environment-related activities on the campus by planting saplings, presenting street plays and encouraging students to maintain the green protocol.

The ratio of girls to boys in our campus which tilts heavily in favour of girls. Both girls and boys are motivated and oriented towards gender equity and gender consciousness. Regular talks, events, and seminars are arranged by various departments; and cells like Women's Cell, Anti-ragging cell, Mathrukam (Girl Students' Wing) and Ladies' Club (Forum of teaching and non-teaching female staff); and the Student's Union to address the societal and cultural factors involved in gender-based exclusion and discrimination in the most diverse spheres of public and private life and aim for greater gender sensitivity.

File Description	Document
Any Additional Information	View Document

1.3.2 Number of valued added courses imparting transferable and life skills offered during the last five years

Response: 3

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years	
Response: 3	
File Description	Document
Details of the value-added courses imparting transferable and life skills	View Document

1.3.3 Percentage of students undertaking field projects / internships	
Response: 47.98	
1.3.3.1 Number of students undertaking field projects or internships	
Response: 1189	
File Description	Document
Institutional data in prescribed format	View Document

1.4 Feedback System

<p>1.4.1 Structured feedback on curriculum obtained from 1) Students 2) Teachers 3) Employers 4) Alumni 5) Parents For design and review of syllabus semester wise/ year wise</p> <p>A. Any 4 of the above</p> <p>B. Any 3 of the above</p> <p>C. Any 2 of the above</p> <p>D. Any 1 of the above</p> <p>Response: A. Any 4 of the above</p>
<p>1.4.2 Feedback processes of the institution may be classified as follows:</p> <p>A. Feedback collected, analysed and action taken and feedback available on website</p> <p>B. Feedback collected, analysed and action has been taken</p> <p>C. Feedback collected and analysed</p> <p>D. Feedback collected</p> <p>Response: C. Feedback collected and analysed</p>

File Description	Document
URL for feedback report	View Document

NAAC

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 0.8

2.1.1.1 Number of students from other states and countries year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
18	17	17	16	17

File Description

Institutional data in prescribed format

Document

[View Document](#)

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 100

2.1.2.1 Number of students admitted year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
899	894	860	851	851

2.1.2.2 Number of sanctioned seats year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
899	894	860	851	851

File Description

Institutional data in prescribed format

Document

[View Document](#)

2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

Response: 86.22

2.1.3.1 Number of actual students admitted from the reserved categories year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
185	186	176	180	190

File Description	Document
Institutional data in prescribed format	View Document

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners

Response:

All students are admitted to Sree Kerala Varma College through a Centralized Allotment Process (CAP) under the University of Calicut.

The marks of the qualifying examinations and continuous evaluations help to identify the advanced learners and slow learners.

The following steps are adapted to cater to the special needs of advanced learners:

- **Walk With a Scholar (WWS):** WWS is an ambitious programme conceived and implemented by the Directorate of Collegiate Education, Government of Kerala. Our college adopted this scheme in 2014. The WWS is a programme aimed specially to groom meritorious and advanced learners from the fields of Arts, Science, and Humanities; through specialized mentoring programmes. The scheme provides them a variety of opportunities and experiences such as personality development classes, visit to esteemed institutions, external mentoring classes by eminent personalities, and internal mentoring sessions by the faculty of the college.
- Students are encouraged to pursue Summer Research Programmes and other research projects at premier institutions and to make seminar presentations both inside and outside the campus.
- All students are exposed to peer group learning where, the advanced learners take on a teaching role in order to help slow and weak learners. Students who are part of WWS take on the teaching role in such peer group teaching/learning situations.
- Building and developing communication skills and interpersonal skills are given ample focus, for which, ice-breaking sessions, friendly interactions, and informal settings in which to practice them are arranged.
- Five Internal Mentors from the teaching faculty act as 'Guides'; and External Mentors who are experts in various fields mentor and support these scholars in building their career.

For slow learners, the following support programmes are extended:

- **Scholar Support Programme (SSP)** is initiated by the Government of Kerala with the objective of imparting additional support to slow learners with the help of an internal mentor. Applications are invited from the students to enroll in the scheme and classes are arranged in the subjects according to their need, after regular class hours.
- **Remedial Coaching:** Remedial coaching is given to average learners. Departments arrange these classes before or after regular teaching hours or on holidays. The attendance, mark lists and progress of students are recorded and maintained every year.
- **Enrichment programmes:** by resource persons with varied expertise are organized by all departments.

In addition to such structured initiatives, all teachers are committed to giving individual attention, mentoring and special tutorials to slow learners, as well as any student in need.

A trained counselor is available at the college on select days to counsel students who face difficulties ranging from learning disabilities to emotional and psychological stress. Tutors too take special care to counsel such students and persuade them to continue their studies. Whenever needed, the tutors also meet the parents of such students and advise them on the need to provide a conducive atmosphere at home for the students to pursue their studies.

2.2.2 Student - Full time teacher ratio

Response: 22.13

File Description	Document
Institutional data in prescribed format	View Document

2.2.3 Percentage of differently abled students (Divyangjan) on rolls

Response: 2.34

2.2.3.1 Number of differently abled students on rolls

Response: 58

File Description	Document
Institutional data in prescribed format	View Document

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

Response:

The curriculum and scheme of evaluation proposed by the University are highly student-centric and requires presentation of seminars and assignments by students. The conducive support systems are provided to the faculty for the effective implementation of student-centric learning. Along with the traditional methods of lecturing – the chalk and talk mode- the teachers effectively make use of innovative and participatory methods of teaching including group discussions, PowerPoint Presentations, assignments, seminars, workshops, field visits, projects, and laboratory experiments. The teachers prepare comprehensive class notes, teaching material and slides for PowerPoint presentation. Interactive learning is made effective through Peer Group Interaction, Question Answer Sessions, Group Discussions, Problem Solving, Quiz, and interaction with senior students and faculty members- both formally and informally. Collaborative learning methods like Group Discussions, Debates, Inter-disciplinary activities with other departments, and field visits are practiced by all departments. Further, students are encouraged to participate in Quiz Programmes, Elocution and Essay Writing Competitions, and Debates organized by the other institutes.

Learner autonomy is practiced by entrusting students with various responsibilities while organizing academic activities at departmental and intercollegiate levels. Assigning students with such responsibilities goes a long way in developing their leadership skills and organizational skills, boosts their confidence levels, and motivates them to work together as a seamless team.

Post-graduate students and research scholars from various departments are given necessary academic support to participate in and present papers at seminars and conferences at the national as well as regional levels.

Independent and self-reliant learning is made effective through assignments and seminars in every subject for all courses.

Student feedback is sought regularly in order to incorporate the needs and demands of the students in teaching and learning. Regular department meetings are held to discuss and develop action plans to address the concerns raised in the students' feedback.

The performances of the students are assessed through both centralized and decentralized Internal Assessment Tests.

Cumulative records are maintained for each student through which their academic achievements are monitored.

Samples of teaching/learning materials, details of student projects, records of peer-teaching practices available with the departments authenticate how student-centric methods have been adopted with verve at Sree Kerala Varma College.

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

Response: 70.54

2.3.2.1 Number of teachers using ICT

Response: 79

File Description	Document
List of teachers (using ICT for teaching)	View Document

2.3.3 Ratio of students to mentor for academic and stress related issues

Response: 35.91

2.3.3.1 Number of mentors

Response: 69

File Description	Document
Year wise list of number of students, full time teachers and students to mentor ratio	View Document

2.3.4 Innovation and creativity in teaching-learning

Response:

At Sree Kerala Varma College, we believe that to meet 21st-century expectations, teachers need to depart from the ideas and pedagogies of yesterday and become bold advocates of innovative strategies in classrooms. This implies spending less time explaining through instruction and investing more time in experimental and error-tolerant modes of engagement. Some of the approaches adopted at Sree Kerala Varma College include:

- **Student-Centered Teaching-Learning:** We practice and promote student-centered learning. Such a practice helps to develop learner autonomy and independence and focuses on skills and practices that enable lifelong learning and independent problem-solving. It is practiced through interaction-oriented classes, student-led seminars, assignments on issues of current and topical relevance, student projects, seminars, and hands-on practical sessions.
- **Technology in Classrooms:** We believe that integrating technology into the classroom is an effective way to connect with students of all learning styles. All our departments are equipped to use technology in classrooms. Many of our classes are smart classrooms equipped with overhead projectors, televisions, and smart boards. Teachers employ audio-visual aids like sound clips, movie clips, video tutorials and power-point presentations in their classes wherever and whenever applicable.
- **Hands-on Learning:** Some lessons are best learned when they are taught outside of the classroom. Industrial visits and study tours for almost all batches and courses and compulsory project work at the undergraduate and post-graduate levels make learning experiences more hands-on, novel and exciting.
- **Real World Learning:** The institutional ambience of Sree Kerala Varma College is such that college life is never set apart from real-world experiences. A good majority of our students and teachers are actively engaged in social and community service through various forums active on campus like NSS, NCC, Students' Union; and outside the campus like the Palliative Care society,

Thanal and so on. Such dynamic engagements in the real world build their confidence and enrich classroom learning experience.

- **‘Outcome Based Education’:** At Sree Kerala Varma College, we believe that at the end of the educational experience, each student should have achieved their goals and desired outcomes. While there is no single specified style of teaching or assessment in OBE, we strive that classes, opportunities, and assessments help students achieve the specified outcomes. The role of the faculty adapts into instructor, trainer, facilitator, and/or mentor based on the outcomes targeted. The teaching faculty of the college is encouraged to attend workshops and seminars on teaching/learning/methodology. 13 members of our staff were selected for Fostering Linkages In Academic Innovation And Research (FLAIR) internships, an initiative of the Higher Education Council, Government of Kerala and two of them were awarded national fellowships, and one was awarded international fellowship.
- Career Guidance and Placement Cell enhances the career opportunities and skills of the students by offering classes to the students to develop their knowledge and improve their personality.
- Soft Skill classes organized as part of WWS, ASAP, NSS, HEPSN, Career Guidance Cells help students to add a distinctive edge to their performance in interviews and other formal interactions, as well as help them carry out day to day communication and transactions more effectively.

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 84.56

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	View Document

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

Response: 40.1

2.4.2.1 Number of full time teachers with Ph.D. year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
46	40	40	31	31

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	View Document

2.4.3 Teaching experience of full time teachers in number of years**Response:** 0.13

File Description	Document
List of Teachers including their PAN, designation,dept and experience details	View Document

2.4.4 Average percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years**Response:** 7.67

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2	8	12	5	9

File Description	Document
Institutional data in prescribed format	View Document

2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years**Response:** 0

2.4.5.1 Number of full time teachers from other states year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	View Document

2.5 Evaluation Process and Reforms**2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level**

Response:

The University of Calicut has adopted a Choice Based Credit and Semester System (CBCSS) for all affiliated colleges. According to this, Sree Kerala Varma College follows the pattern of Continuous Internal Evaluation system, prescribed by the University of Calicut for both U.G and P.G levels. According to the system, internal marks for each semester amounts to 20% of the total aggregate score for each subject. Of the 20%, 50% weightage is for internal examinations, 25% for attendance in each semester and 25% for assignments, viva or seminars. This information regarding internal and external evaluation process is communicated to each student at the beginning of each semester. Since we are an affiliated college, the number of reforms we can bring into the internal evaluation system is limited. Our focused attempt within this then, is to make the pattern of assessment transparent and to make it accessible to the students.

It has been experienced that an event-based evaluation system always fails to evaluate the real learning of a student, as it emphasizes on memory-based preparation and fails to provide the information on regularity in learning. CIE helps to engage students who are less oriented academically, provided that they are not assessed in quick succession, so that they are not burdened with preparing too much for the examinations that are conducted after a long gap. Hence, the CIE pattern at Sree Kerala Varma College is always spread evenly across semesters to reduce academic stress on students.

Internal examinations and assignments, viva, or seminar are conducted after adequate is time given for preparation and the results are published on departmental notice boards. We take great pains to make the internal assessments valid, reliable, and robust. Grievances if any, with respect to the internal marks/grades are addressed by departmental grievance cells consisting of the Head of the department and the class teacher. In rare situations where complaints still persist, the students can approach the college grievance cell with the Principal as the chairman and a CBCSS Coordinator as a member. The evaluation reforms are implemented promptly and the faculty members continuously evaluate the performance of students strictly adhering to the rules of the University. The heads of the departments monitor the continuous evaluation process.

Whenever there is change in the evaluation strategies, the college is informed of it by the University, and if necessary, workshops are conducted on the same at selected centers. Our teachers are encouraged to attend such workshops whenever possible.

Sree Kerala Varma College accommodates a sizeable number of students who are differently-abled. Such students are given reasonable adjustments in case of submission of written assignments. They are encouraged to choose a mode that they are most comfortable with, viz. seminar or viva. Students who are members of regional, state, and national sports teams are allowed flexible dates for submission of assignments, seminar presentations or viva, taking into consideration their tournament schedules, practice, camps etc.

2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety**Response:**

- Internal assessment is a semester-long process, which is executed in accordance with the affiliating

university norms. Learner work for each task, which is part of the internal assessment, is evaluated against the learning outcomes of each course and assessment criteria of each programme. Each assessment task given by a teacher is well planned, appropriate, consistent, fair, and transparent, and does not discriminate against any learner. At the time of handing out the tasks, it is ensured that learners clearly understand the assessment requirements. Sufficient time is given to each student, to prepare for such tasks.

- All students have the freedom to approach the concerned teacher in case of any difficulty in carrying out the task. Teachers are fully aware that a student is eligible for special consideration if she/he is PH/VH or MR. Students are also eligible for special consideration if they feel that their performance is affected by circumstances beyond their control. In such cases, students are given alternative assessments, retests, and/ or variable deadlines.
- Internal examinations constitute 50% of the marks for internal assessment. Internal examinations are conducted for the whole college according to the academic calendar. The dates of the examinations are announced well in advance, and the timetables put up at various notice boards.
- The teaching community at Sree Kerala Varma College understand that assessment is a vital part of successful teaching because instruction needs to be calibrated according to students' knowledge, skills, and interests. Thus, in addition to the specified internal assessment methods prescribed by the University of Calicut, teachers further conduct periodical quizzes, laboratory work, term paper, or any other assignment that the instructor considers necessary for assessing the student's performance.
- The class teachers continuously observe the academic performance of students. Inter-departmental interactions too provide necessary information about the performance of the students in different subjects.
- The internal grades and overall performance of the students are analyzed at departmental staff meetings and required modifications of the teaching-learning process are suggested and adopted wherever required.
- During the class PTA and general PTA the parents meet the tutors and other teachers to analyse their ward's performance and progress. Based on the analysis of the performance, special mentoring and remedial schedules are arranged.
- The tutor in charge keeps the attendance register of the students and submits it to the office when asked for verification. Attendance is also graded in every semester which helps the teacher to identify the students with attendance shortage. The institution also verifies the attendance shortage of the students and gives necessary instructions to them on addressing it.

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

Response:

There are three main components to internal assessment within the CBCSS system of the Calicut University namely, Attendance, Internal Examinations and Assignment/Viva/Seminar. Sree Kerala Varma College has a well-set mechanism to address grievances with reference to the internal evaluation process. This allows students to revalue their result after it is declared. At the college, the students are at liberty to approach the faculty concerned, on discrepancy if any in the internal evaluation.

All teachers keep regular attendance records of all classes and courses. The concerned teachers read out monthly attendance statements in classes, and semester wise attendance is displayed on notice boards. Reasonable allocations for medical leave, informed leave, participation in competitions and tournaments are made.

In the case of internal examinations, all students are handed back corrected answer scripts. Students can thus assess their own performance and meet up with the instructor in case of further clarifications. At the end of each semester, internal assessment marks are displayed on department notice boards. This ensures transparency and reliability in the evaluation process.

There is a robust grievance redressal system in the college. The students can approach the concerned teacher in case of grievances, and be assured of a satisfactory redressal system. They may also approach the Head of the Department in case the initial redressal was not agreeable. If both methods remain unsatisfactory, they may approach the Principal or drop a note stating their grievance in the suggestion box which is attended to by the Principal. A Student-Grievance Redressal Cell is active and functional in the college, the details of which are made known to the students. The details are also made available on the college website, along with names and numbers of faculty members who are part of the cell.

Transparency is maintained in internal assessment after evaluation and the student outcome is discussed with the students. Under-performing students are counseled by their mentors.

2.5.4 The institution adheres to the academic calendar for the conduct of CIE

Response:

The institution possesses a well-maintained academic calendar in accordance with the calendar of events given by the university. The academic calendar is from June-March of each year and starts from the commencement of classes, time schedule of internal examinations, time for the display and publishing of internal assessment marks, extracurricular activities, time schedules for fee remittance, University examinations schedule, semester breaks, vacations and so on. Each of the 17 departments in the college also has a separate academic calendar, which schedules PTA meetings, department level functions, and Department association events.

The academic calendar helps in maintaining an order in the teaching-learning process. It would have been ideal if the calendar was inviolable. However, most of the schedules incorporated in the college and departmental academic calendars are tentative. This is because of the nature of the academic calendar of the University of Calicut. Any change in the university calendar in turn reflects in the college and department calendars. Often therefore, pre-decided events have to be shuffled and accommodated on different dates. Regular department meetings and council meetings, however, address this problem in an effective manner.

Time-tables and workload for teachers are set at the beginning of each semester and this is faithfully adhered to. Shortage of teaching faculty on account of leave or retirement vacancy is managed by special time-tables and division of work, until a more permanent solution is found. In case of unwarranted holidays or loss of work days on account of hartals and bandhs, special classes are engaged before or after class-hours or on weekends.

2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students

Response:

The University of Calicut mandates the syllabus and curriculum of all courses offered at SKVC. Program specific outcomes and course outcomes for all programs offered by the institution and their respective syllabi are stated and displayed on the college website and made familiar to teachers and students. Department meetings at the beginning of each semester discuss and decide on the best materials, methods and methodology to be adopted and implemented per course, and the desired outcome is ensured through various activities like seminars and workshops along with the university mandated written examination, student seminars, and viva. Updated syllabus is also handed out to the students in hard copy format at the beginning of each semester. The newly admitted students and their parents are given an orientation class once the admission procedures are completed.

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

A systematic and transparent continuous evaluation and declaration of internal assessment grades goes a long way in achieving the intended course and programme outcomes. The internal evaluation grades and external evaluation grades are used to assess the achievement of learning objectives. Continuous, systematic, diligent evaluation is thus the primary method of data collection regarding the outcomes. Internal examinations are conducted every semester and the marks/grades are displayed, verified and the records maintained by individual departments. Assignments and seminars are also used to evaluate learning outcomes. The non-academic learning outcomes are evaluated through participation in NCC, NSS, Nature Club and similar initiatives. Class PTAs and general PTA are held every year to ensure interaction with the parents and the performance of their wards are communicated to them. The feedback from the parents is given serious attention and is used to modify teaching learning methods by the respective departments.

2.6.3 Average pass percentage of Students

Response: 71.19

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

Response: 2940

2.6.3.2 Total number of final year students who appeared for the examination

Response: 4130	
File Description	Document
Institutional data in prescribed format	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process	
Response:	
File Description	Document
Database of all currently enrolled students	View Document

NAAC

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years

Response: 0.47

3.1.1.1 Total Grants for research projects sponsored by the government/non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year wise during the last five years(INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
0	0.47	0	0	0

File Description	Document
List of project and grant details	View Document

3.1.2 Percentage of teachers recognised as research guides at present

Response: 11.61

3.1.2.1 Number of teachers recognised as research guides

Response: 13

File Description	Document
Institutional data in prescribed format	View Document

3.1.3 Average number of research projects per teacher funded by government and non government agencies during the last five years

Response: 0.12

3.1.3.1 Number of research projects funded by government and non-government agencies during the last five years

Response: 19

File Description	Document
List of research projects and funding details	View Document

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

Response:

Sree Kerala Varma College promotes innovation and originality in all of its academic endeavours. In this regard, a novel initiative called V-process was instituted jointly by the faculty and students of the college. The V in V-process stands for *Vigjanam* (Knowledge), *Vinimayam* (Transaction) and *Vimarsanam* (Critique). This unique initiative intends to create oneness between the teachers and the students through seminars and discussions by teachers, research scholars and students on various topics in order to forge interdisciplinary research interests. The discussions are often conducted at open spaces or seminar halls in the college after regular class hours. This initiative aims to develop critical thinking and reasoning skills and assist the student-staff community of the college in keeping up with the latest in research happening in the fields of natural sciences, languages and humanities. Till date, sixteen talks / presentations have been organized by ?? process since its inception in 2015.

Another joint venture of students and teachers, "*Vaikahari*" also has an active presence on campus. *Vaikhari* is a forum intended for the promotion of language and literature and it regularly conducts literary festivals, workshops and seminars on campus. It also conducts *Kaviyarangu* (Poetry Reading Sessions) on a regular basis.

Sree Kerala Varma College has three Research Centres (Malayalam, English and Political Science) affiliated to the University of Calicut, with a total number of 64 research scholars. The research centres regularly organise talks, seminars, and workshops with a focus on new advances, areas and innovations in research.

Prof. P.Sankaran Nambiar Foundation, T.K.Nandakumaran Foundation, Prof. V.Aravindakshan Foundation, and CSV Trust formed in honour of faculty exemplars of Sree Kerala Varma College foster research interests and expose our students to new horizons of knowledge. PSN Foundation also publishes creative and critical writing by notable litterateurs. .

Sree Kerala Varma College has on-going collaborations with the Kerala Sangeeta Nataka Academy; Kerala Sahitya Academy; Kerala Sasthrasahitya Parishad; School of Drama; Centre for Media Studies, St. Thomas College Thrissur; Sanskrit Academy, NUEPA (National University of Education and Planning), District Cricket Association; District Basketball Association; District Football Association; District Aquatic Association; District Athletic Association; District Shuttle Badminton Association. Such associations help in earnest transactions of knowledge in all fields. Our faculty have also had several international collaborations with AMU Alabama, New Jersey Institute of Technology, University of Peurto Rico, Boston University, University of Aveiro, Portugal; and a bilateral exchange with Polish Academy of Science through INSA.

Sree Kerala Varma College was selected by the Fulbright National Selection Committee to be on the list of alternate institutions to host a Specialist Resident Scholar from a panel of International Fulbright Experts in the year 2016-2017.

The college has a SPICMACAY chapter since 2016. This initiative makes education more holistic and meaningful as it highlights all that is abstract, subtle, inspiring and mystical in the world, teaching one to look within oneself. The college has had 2 events under the banner of SPICMACAY since its inception. An Odissi recital by Ms. Mohanti and a Carnatic Music recital by Pranavam Sankaran Namboothiri was arranged by the SPICMACAY chapter of Sree Kerala Varma College.

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 6

3.2.2.1 Total number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2	1	0	1	2

File Description	Document
List of workshops/seminars during the last 5 years	View Document

3.3 Research Publications and Awards

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: Yes

File Description	Document
Institutional data in prescribed format	View Document

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: No

File Description	Document
List of Awardees and Award details	View Document

3.3.3 Number of Ph.D.s awarded per teacher during the last five years

Response: 1.15

3.3.3.1 How many Ph.Ds awarded within last five years

Response: 15

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	View Document

3.3.4 Number of research papers per teacher in the Journals notified on UGC website during the last five years

Response: 0.85

3.3.4.1 Number of research papers in the Journals notified on UGC website during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
69	76	73	77	100

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document

3.3.5 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years

Response: 0.35

3.3.5.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
35	31	33	33	33

File Description	Document
List books and chapters in edited volumes / books published	View Document

3.4 Extension Activities

3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

Response:

The college upholds the vision and mission of inclusiveness beyond segmented sensibility. The students are involved in numerous extension activities for ameliorating sustenance to the poor, aid to the diseased and assistance to the marginalized sections.

Activities at Neighbouring Villages:

- Two neighboring villages of Thrikkumarakudam and Kuttur were adopted.
- Many families in the village are provided with food and other amenities.
- Our students constructed a library and donated books in the village to encourage knowledge acquisition.
- **“Free campus, free Kanattukara”**: SKVC is located in the village of Kanattukara. NSS volunteers of the college have carried out a master plan and working model for waste segregation and disposal at the village. They have also oriented the residents on eco-friendly practices and methods to keep the locality clean and hygienic.

Extension Activities by Students

- **Hospital Cleaning**: Our students clean the premises of the Government Medical College every academic year as a cleaning initiative.
- **Pothichoru**: Every Wednesday, students collect lunch-packets brought from home and distribute them among the famished and needy.
- **Vayomithram**: A programme envisaged to offer reassurance and assistance to the aged. Under the same initiative, a unique demonstration entitled *Thanalekiyavarkku Thanalekam*, was also conducted to provide emotional comfort and material aid to them.
- **World Environment Day Programmes**: Documentary presentations in schools, sapling distribution cum planting and an exhibition named "*Mannu (Soil)*" was organised.
- **De-Addiction Drive**: The students regularly visit 'Punarjani' de-addiction centre established by Dr. Johns.K.Mangalam, and spread the message in the locality about "Alcoholism as a Disease".
- **Palliative Care Rally**: With the assistance of Alpha foundation, our students hold a Palliative Care Rallies.

Extension Activities by Faculty

- Dr. Johns.K.Mangalam(HoD, Dept. of Philosophy): Through 'Punarjani' de-addiction centre at Poomala, established in 2004, he was able to cure 15,000 families from the fatal disease of alcoholism through education and psychological methods and without the use of medicine and confinement.
- Dr. Bhanumati, (Retd. Associate Professor, Dept. of Zoology) Established and runs AMHA (Association of Mentally Handicapped Adults) at Elthuruth, Thrissur since 1997. Our students are regular volunteers there.
- R.Bindu (Associate Professor, Dept. of English and State level Director of National Literacy Mission) has undertaken many programmes for furthering literacy among the local community. A library "*Chintalayam*" was established in the neighbouring village of Thrikkumarakudam. She is

also the district president of AIDWA and takes a leading role in planning and implementation of many programmes related to women's empowerment and gender equity.

- Dr. Bindu Krishnan (Asst.Professor, Department of Physics) offers free tuition to students in the nearby orphanage, Sevasadanam.

In collaboration with the Local Self Government bodies and independent agencies, the College also provides cordial co-operation and platform for conducting numerous socio- cultural activities of the local community. It has shown responsiveness in addressing the compelling needs of the immediate environs by acting as a facilitator for executing programmes like Blood donation camps, Stem cell collection camp, and Medical check-up camp by the LSG Division No.52 in association with 'Nanma Arts and Sports Club'.

A regional centre of IGNOU, with around 2000 students as well as a Centre for Distance Education under University of Calicut, with around 2000 students function within the campus catering the academic requirements of the aspirants who are desirous of higher education.

Our faculty members are also associated with various organizations, societies and trusts outside the campus. A comprehensive list of such associations and activities of organizations like NSS and NCC are appended as a separate file.

File Description	Document
Any additional information	View Document

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 0

3.4.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Number of awards for extension activities in last 5 years	View Document

3.4.3 Number of extension and outreach programs conducted in collaboration with industry, community and Non-Government Organisations through NSS/NCC/Red cross/YRC etc., during the last five years

Response: 9

3.4.3.1 Number of extension and outreach programs conducted in collaboration with industry,community and Non-Government Organisations through NSS/NCC/Red cross/YRC etc.,year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2	1	2	2	2

File Description	Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	View Document

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 22.01

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
500	550	400	500	400

File Description	Document
Average percentage of students participating in extension activities with Govt. or NGO etc.	View Document

3.5 Collaboration

3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

Response: 103

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
20	25	22	20	16

File Description	Document
Number of Collaborative activities for research, faculty etc.	View Document

3.5.2 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 0

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Details of functional MoUs with institutions of national, international importance, other universities etc. during the last five years	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

The General infrastructure policy of the college aims at upgrading and maintaining the infrastructure in accordance with the mission and vision of the college to provide teaching and learning in an effective way. Procurement and upgradation of the infrastructure in accordance with the needs of the teachers and students in accordance with the changing trends of curriculum and circumstances are the prime goals of our infrastructure policy. The suggestions and feedback of the stakeholders are considered for framing our infrastructure policies. The major sources of fundings are UGC, PTA and the Management.

Academic Blocks- The total strength of the students of college presently is 2303 and offers 17 courses at UG level, 8 departments offer PG courses and 3 departments have research centres. The college provides all the facilities for a smooth functioning of the classes by providing spacious rooms. The college has seven academic blocks that could house around 60 classrooms. In the recent years, some of these classrooms have been upgraded to smart classrooms. Some classrooms have taken a step away from traditional blackboards to new and functional green boards. The college has seven seminar halls with an adequate seating capacity that can house small as well as large groups for various academic sessions and celebrations in the college. Further, the English and Malayalam Departments have their own media rooms equipped with overhead LCD projectors, Screens and other digital support. All departments have wifi-enabled internet facilities. The college also maintains Animal houses, a Zoological Museum, a Historical Museum and a Botanical garden.

Laboratories-We have well maintained and effectively functioning laboratories for all science subjects, ie, Physics, Chemistry, Botany, and Zoology. All labs have added new equipments during the last five years. Additionally, Chemistry and Physics dept received FIST funding for new equipment. Utilizing this, the department of Physics added equipment worth nearly 54.52 lakhs during the years 2010-16, while the Department of Chemistry added 32 new pieces of equipment. Departments of Computer Applications, Physics, Statistics and Mathametics have fully functional computer labs. The T.K. Nandakumaran Memorial computer lab also provides internet access to both students and teachers, and also offers limited printing services. The Department of English has a state of the art Language Lab. Additionally, all departments have their own LCD projectors, mic sets and laptops to support academic engagements. The computer student ratio in the college is 1:13. The college makes available to the students, software and applications beneficial for their academic pursuits like SPSS and Mathematica.

HEPSN centre- Sree Kerala Varma College is the first educational institution in Kerala to open an HEPSN (Higher Education for Persons with Special Needs) Enabling Unit. Every year, Sree Kerala Varma college welcomes the largest number of students with special needs for higher education in Kerala. Prof. N.R. Anilkumar initiated this noble endeavor and served as co-ordinator until his retirement in 2013. He also played an instrumental role in securing a separate building from the Cochin Devaswom Board and getting it furnished for the functioning of HEPSN. The new building was inaugurated on January 21, 2014, by the renowned actor, Rima Kallingal, who also contributed generously to the cause. The HEPSN centre has three desktop computers, a netbook, and a printer-scanner-copier, facilitated

by UGC support for the enabling unit, for the use of the special students. The enabling unit also offers Spoken English classes, PSC Coaching, and computer literacy programmes to the students. With the support of the teachers and students of the college, the centre was able to provide a number of digital recorders to the visually challenged students to aid them in their studies. The centre also arranges scribes with the help of the students, especially NSS volunteers, to enable the special students to appear for their exams.

Hostels-Separate Hostels for both girls and boys are provided for the students. These hostels function as a shelter to students from socially and economically backward communities and geographically farther regions like Lakshadweep. Currently, nearly 400 students are accommodated in these hostels. A new wing to the girls' hostel was inaugurated in 2014. The men's hostel has a sports wing that houses students who are members of college, regional, state and national level sports teams. A small number of the faculty also reside in the hostels.

NCC- Two NCC Units, the 64 and 7 Kerala Battalion for boys and girls respectively, function in the college. The NCC has a total strength of 216 cadets. 'B' and 'C' certificate examinations are conducted for second and third year students. Cadets are given the opportunity to attend various camps at the state as well as the national level including Republic Day Camp [RDC], Tal Sainik Camp [TSC], National Integration Camp [NIC] and Annual Training Camp. They are also given a chance to take part in Adventure Based Learning camps including Mountaineering Expeditions and All India Trekking Expeditions. A Shooting range and related facilities has been made available in the college for the benefit of the NCC cadets of the college and the same can be utilized cadets from other colleges and schools. NCC unit has also its own obstacle-hurdles course within the campus for training purposes.

NSS-The National Service Scheme is a student-centred and community service oriented educational programme, sponsored by the Ministry of Education and Social Welfare, Govt. of India. It is a noble experiment in academic extension. The NSS unit at SKVC was the first unit to come to existence under the University of Calicut with the unit code KL01/106. Presently there are two NSS units at SKVC, namely Unit 41 and unit 162. All facilities for smooth functioning of the NSS are provided in the campus.

Canteen- A canteen functions within the college premises, and provides food at affordable rates to the staff and students of the college. Breakfast, lunch, snacks, tea and coffee are available in the canteen. It also undertakes catering for numerous Department events. A new and state of the art canteen has been constructed by revamping the older structure.

Co-operative society-A co-operative society that provisions books and stationary and offers reprography and other basic needs of students and teachers functions within the campus. It also accept deposits , issues loans to members at attractive interest rates. The society has nearly 120 employees as members and 2000 students as associates.

IGNOU centre-Sree Kerala Varma College is host institution to Indira Gandhi National Open University Study centre-1407, one of the biggest study centres of IGNOU in Kerala. The Study Centre was started in 1990 and now has twenty-eight programs and nearly one thousand five hundred learners. The Study Centre has a Coordinator and four assistant Coordinators drawn from the academic staff of the college. Support staff help carry out the work of the Study Centre like admissions, classes and examinations.

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

Response:

College provides comprehensive facilities and support for sports, games and cultural activities. The college offers methodical and intensive training in 26 sports items. The Department of Physical Education has brought laurels to the college through its achievements over the years since the inception of the college. The college has so far produced more than fifty international sportspersons in various sports items.

Outdoor Stadium: The NDS outdoor stadium and playground is one of the largest training ground/outdoor stadium, spread over 5.80 acres. The NDS stadium has separate areas for practice sessions and conduct of various tournaments. Presently, it facilitates training and practice for Cricket, Volleyball, Football, Archery, Basket, Netball, Kabaddi and Kho-Kho. It functions as the venue for many inter-collegiate, district level, regional level and state level matches and tournaments.

Gymnasium- The college Gymnasium is housed in the Main Block in the campus. A wide selection of up to date equipment for fitness, training, exercising and body building are there which caters the requirements.

Ladies' Room: A room, especially for girl students and lady staff, is located near the Ladies' Hostel. It houses physical fitness equipment, for the use of all girl students and women faculty of the college. It is also a space for the conduct of Yoga and tailoring classes.

Cultural Activities: Sree Kerala Varma College is reputed for its excellence in arts and cultural activities. With the consistency of remarkable achievements to its credit over the last 5 years, the college has steadily maintained the first or second position in the D zone, inter-collegiate cultural festivals under the Calicut University, and laudable position in the inter-zone competitions.

Inter-institutional tie-ups- The college has enriching and constructive tie-ups with Kerala Sahithya Academy, Kerala Sangeetha Nataka Academy, NUEPA (National University of Educational Planning and Administration), Kerala Sasthrasahitya Parishad, Idassery Trust, Centre for Media Studies and the School of Drama for scholastic and cultural enrichment. Our students exhibit their supreme competency by making use of training from eminent trainers. Some of our alumnae run their own centres for dance and music and offer their invaluable services for training our students during such competitions. With a firm belief in the importance of extra-curricular activities in the curricular enrichment and character formation, our staff are keen to encourage such endeavours by the students and provide ample assistance and motivation.

Auditoriums- The college has three auditoriums. At approximately 3000 square feet, V V Raghavan Auditorium (VVR) is the main auditorium where prominent events with voluminous audience are conducted. It was constructed using the Local Area Development Fund of Hon. M P Sri V V Raghavan and was inaugurated in the year 2006. Prof P Sankaran Nambiar Hall, which stands in esteemed memory of the first principal Prof P Sankaran Nambiar- a preferred venue for academic seminars- is a galleried space with overhead LCD projector and screen. The K.P. Narayana Pisharody hall primarily functions as an exam hall for university examinations and at times functions as an additional auditorium. In addition, the college has four well-equipped seminar halls as well. An open stage near History Block is also commodious for staging various cultural events.

File Description	Document
Any additional information	View Document

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

Response: 20.9

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 14

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	View Document

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

Response: 84.59

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
39.3	65.53	100	91.3	98.08

File Description	Document
Details of budget allocation, excluding salary during the last five years	View Document

4.2 Library as a Learning Resource

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

Response:

The college library was started in the year 1948 with 1000 books. Currently, the number of books now in stock is 76314 in addition to 95 journals and 24 periodicals and access to online journals and magazines. An average of 946 books/journals and periodicals have been added to the library in the past five years. The

library can accommodate a total of 110 students at any given time and is spread over 1070 sq.mts. The library was automated in the year 2004 and Mechil Logic software was used for automation. OPAC (Online Public Access Catalogue) system is employed in the library instead of card catalogues and all books are barcoded. N List network facilities are provided to all staff and students. To meet the increasing educational needs of both students and teachers, provision has been made for internet facility inside the library. Further, the T.K. Nandakumar Memorial computer lab also provides internet access to students and teachers and also offers DTP, online application services etc. On analysing the various Issue records, it is perceived that on an average 40 percentage of student use the library regularly and the ratio of student : library book is 1:34. Average number of login to OPAC is 180 while the average yearly expenditure on library book is Rs.3,01,298 for the last five years.

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

Response:

The college library has an extensive collection of books pertaining to diverse interests and fields. In addition to a collection of books, journals, and e-journals that constitute essential reading material for different subjects, the institution has a substantial collection of braille books and precious assortment of *Thaliyola Grandham* (Palm Leaf Manuscripts). Quite a few of our teaching faculty have published books in various fields, even before it became mandatory for academics to publish their works, and they have contributed them to our library. Such works also contribute to the preeminence of our valuable collection. Since the amalgamation of departmental libraries into the main library in 2004, these books have not been accorded special shelves. Departments, however, maintain a list of books and materials that belong to rare/reference category.

A list of Palm Leaf Manuscripts, maintained by the Department of Sanskrit and a list of braille books in the library is uploaded herewith. Since the palm leaf manuscripts are of the rarest variety, and that improper handling might damage them, they are only allowed for use and perusal by research scholars and teachers in need of them.

4.2.3 Does the institution have the following:

- 1.e-journals**
- 2.e-ShodhSindhu**
- 3.Shodhganga Membership**
- 4.e-books**
- 5.Databases**

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above**Response:** B. Any 3 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc.	View Document

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)**Response:** 3.15

4.2.4.1 Annual expenditure for purchase of books and journals year wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
3.35	3.76	2.93	2.56	3.16

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	View Document

4.2.5 Availability of remote access to e-resources of the library**Response:** Yes

File Description	Document
Details of remote access to e-resources of the library	View Document

4.2.6 Percentage per day usage of library by teachers and students**Response:** 13.51

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 350

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

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

The college provides adequate support to students for skill enhancement in IT so as to equip them with proficiency in technological know-how. A Common lab and department lab for Physics, Chemistry, Maths and Statistics are provided in the college. The maintenance and updation of the computer facilities are done annually. The computer lab was built in memory of Late Dr.T. K Nandakumaran, Dept of English, Sree Kerala Varma College, Thrissur. The lab is equipped with 25 computers with internet connectivity. Printing, scanning and copying facilities are available in the lab. The lab facilitates ICT-enabled teaching-learning practices. Sessions pertaining to certain papers/courses are also held in the lab.

Annual Maintenance Contracts (AMC) are provided regularly. Average amount spent for maintenance of computer is Rs. 57299.5 for last three years. WiFi facilities are provided to all departments through BSNL and Asianet communication. Student computer ratio is 13:1. LAN facilities are provided in all dept, office and library. Bandwidth is 512 Kbps and LAN speed is 100Mbps.

4.3.2 Student - Computer ratio

Response: 22.53

File Description	Document
Student - Computer ratio	View Document

4.3.3 Available bandwidth of internet connection in the Institution (Lease line)

<5 MBPS

5-20 MBPS

20-35 MBPS

35-50 MBPS

Response: 5-20 MBPS

File Description	Document
Details of available bandwidth of internet connection in the Institution	View Document

4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

Response: Yes

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

Response: 86.06

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
39.3	65.53	111	91.3	98.08

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	View Document
Any additional information	View Document

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.

Response:

The college has a well-defined policy for maintaining the available facilities in the campus. The infrastructure policy of the college is in tune with the ethos of the green campus as well as the need of the times: sustainability and economy.

The greenery and heritage of the college are maintained and all construction and renovation work is framed

in such a manner. The funds for renovation and construction work in the college are allocated by the UGC, PTA, Welfare fund and Devaswom (management) fund. The UGC fund was utilized for construction of ladies hostel, renovation of toilets and tress work over various blocks. The Cochin Devaswom Board provides all support for the upkeep of the campus. Renovation and maintenance of the college is mainly under the supervision of Devaswom board. The college PTA is highly proactive and attentive to the needs and requirements of the institution. It also plays a pivotal role in the maintenance of various structures within the campus.

The Alumnae have regularly been cotributing to the maintenance and upkeep of the college premises. Over the years, they have contributed new equipment, facilities and monetary help for enhancing and modifying the available facilities on campus. For instance, it was the alumni of Statistics that funded the computer lab of the department and the alumnae of the Department of Economics that provided new chairs for classrooms under the Department of Economics.

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Response: 76.2

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1923	1641	1722	1572	1275

File Description

Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Document

[View Document](#)

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 4.92

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
87	108	84	122	119

File Description

Number of students benefited by scholarships and freeships besides government schemes in last 5 years

Document

[View Document](#)

5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling

3. Soft skill development
4. Remedial coaching
5. Language lab
6. Bridge courses
7. Yoga and meditation
8. Personal Counselling

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

Response: A. 7 or more of the above

5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

Response: 8.09

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
150	165	170	190	180

File Description

Document

Number of students benefited by guidance for competitive examinations and career counselling during the last five years

[View Document](#)

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

Response: 1.74

5.1.5.1 Number of students attending VET year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
30	30	0	0	120

File Description	Document
Details of the students benefitted by VET	View Document

5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

Response: Yes

File Description	Document
Details of student grievances including sexual harassment and ragging cases	View Document

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 31.35

5.2.1.1 Number of outgoing students placed year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
210	240	257	294	288

File Description	Document
Details of student placement during the last five years	View Document

5.2.2 Percentage of student progression to higher education (previous graduating batch)

Response: 36.23

5.2.2.1 Number of outgoing students progressing to higher education

Response: 309

File Description	Document
Details of student progression to higher education	View Document

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: NET/SLET/GATE/ GMAT/CAT, GRE/ TOFEL/ Civil Services/State government examinations)

Response: 31.38

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/SLET/GATE/GMAT/CAT, GRE/TOFEL/Civil Services/State government examinations) year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
56	44	37	43	41

5.2.3.2 Number of students who have appeared for the exams year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
121	130	157	164	152

File Description

Number of students qualifying in state/ national/ international level examinations during the last five years

Document

[View Document](#)

5.3 Student Participation and Activities

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

Response: 735

5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
256	113	131	115	120

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	View Document

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

The college union provides a platform for the development of leadership qualities, organizational skills and creative talents of the students. Many literary and cultural programmes, debates, discussions and sports events are organized by the union. The union actively contributes a lot in preparing the students for competitions related to art festivals and sports events.

The college Union Council comprises the following office bearers:

1. The President of the Union(Principal of the college-Ex-officio)
2. The Chairman
3. The Vice Chairman
4. The Secretary
5. The joint secretary
6. University Union Councillors (2)
7. The Secretary, Fine Arts Club
8. The Chief Student Editor of the Magazine
9. General Captain (Sports and Games)
10. The staff Advisor
11. The secretaries of Associations related to various disciplines
12. One Representative of students of each year

Various cultural forums like “Kazhcha” Film Club, “Kaliyarangu” Theatre Club, “Mathrukam” gender justice Forum etc. are do function in association with with students’ union in a very effective manner.

Students union Chairman or Secretary are members of all academic and welfare committees. The activities associated with the students’ union and other forums intended for developing students’ initiatives and

creativity are very effective and the achievements of the students in the fields of sports and culture are exemplary. The union provides training and support for the students participating in university cultural competitions and youth festivals.

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

Response: 69.4

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
70	65	62	78	72

File Description	Document
Number of sports and cultural activities / competitions organised per year	View Document

5.4 Alumni Engagement

5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

Sree Kerala Varma College is endowed with an envious abundance of Alumni, which has grown over the last 70 years. Bonds are formed at the institution that become life-long connections. The various departmental alumni associations as well as the main alumni association of the college maintain these connections between themselves as well as the institution, and are an overwhelming source of support for all endeavours of Sree Kerala Varma College. Though the alumni has been very active since the beginning, the associations per se, where informal groups of students, who nevertheless met frequently and rekindled their memories of their alma mater. Official OSAs were set up in the recent years to channel the considerable goodwill of the old students for the welfare of the college.

SKVC OSA

The Old Students Association of the college was first instituted in the year 1991 with the registration

number 785/91 under the patron ship of Prof.N.D.Subrahmaniam. The OSA took up the challenge of building a stadium in 1995 and year 2002 witnessed the inauguration of the NDS Stadium near Men's hostel. The SKVCOSA also has an exuberant UAE Chapter. It has played a vital role in conducting Diamond Jubilee basket Ball Tournament for Geonair Geo Group Trophy from October 23-27, 2006. UAE chapter has instituted Endowments for poor students, and outstanding sports persons of the college every year.

Departmental Old Student's Associations (OSAs) have contributed to the progress and improvement of their respective departments.

ATOSS (Association of Teachers and Old students of Statistics): An extremely enthusiastic alumni that has contributed to the construction of the computer lab and donated fifteen computers. They also offer career guidance services and alert the department regarding new openings and vacancies.

Botany: The 1993-96 batch of B.Sc Botany donated a refrigerator to the department. They also made financial contributions to the Saptathi Celebrations as well to the Diamond Jubilee celebrations of the Department.

CHEMNEST (Department of Chemistry): The alumni of the Chemistry department have their annual meetings on the last Sunday of February every year. Since 2012, CHEMNEST has been conducting and organizing Prof T.C.K Menon Memorial Lectures. They have contributed six reference books to the department library in 2013. A Microprocessor controlled Orbital Shaker for M.Sc students was donated by the CEMNEST in the year 2014. In addition, endowments for UG and PG students are sponsored by them.

Physics: The alumni of the department donated lab equipment to the Department of Physics and are ready to donate many more as and when it is needed. They also helped financially to the construction of a smart classroom for the department.

RTAM (Department of Sanskrit): A very active association of old students under Sanskrit department that had conducted "Annam", a two-day national seminar in 2013. A one-day counseling class was conducted for U.G students in the year 2016-2017.

Economics: The alumni of Economics had assisted to restore some classrooms in the oldest block of Sree Kerala Varma College. It is due to their efforts that the old Economics block is now functional and fully equipped. They further contributed chairs with writind pads to the final year class room, which was also renovated by them.

HISTORIA: The Alumni Association of the Department of History takes great efforts to publish books in History, relevant to new arenas of research. P.K.T Rajan's work *Cambodia* was published posthumously by Historia. Under the initiatives of Historia, P.K.T Rajan lectures are held annually. Physically challenged and financially backward students are provided assistance by each passing out batch. Prof. Lalitha, retired from the department of History donated books worth Rs. 6000 for the visually impaired students of the college.

Zu Hause, Old Students' Association of the Department of Zoology coordinates blood testing camps and maintains lists of blood donors. Students in need of financial assistance to fund their education are helped by the OSA, when contacted informing them of the same. The Zu Hause collaborated with Tata Institute of

Fundamental Research (TIFR) to conduct the Cube Seminar.

Commerce: The OSA contributed Rs. 10,000 every year towards endowments and awards for meritorious students from the department of Commerce. They also collaborated in the one-day seminar organized in 2016 by the Department of Commerce.

Malayalam: The Malayalam Old Students Association organizes *Vaikhari* a cultural-classical-literary event every year.

Epsilon SKVCMAA: The OSA of Mathematics meet once in every year in the campus. On the occasion of the retirement of Prof. Francis of the department in 2016, the OSA organized a one-day seminar on Mathematics and conducted a *Gurupuja*.

NOSTANGLIA: The old students association of the Department of English co-organizes the TKN foundation lectures in October every year, in order to commemorate the death anniversary of Dr. T.K Nandakumar, former faculty of the department. The OSA of English also contributed a sum of Rs.8000 to be awarded to two deserving, and well performing students from III B.A English in the year 2016. It is intended to be a regular contribution and endowment in the coming years. Further, the OSA contributed significantly to the Saphathi Celebrations of the college in August 2017.

Physical Education: The OSA of the Department of Physical Education organizes football tournaments, Basketball tournaments and All Kerala Silver Cricket Tournament.

The departments of Philosophy (POSA), Political Science, BCA and Hindi also have strong alumni associations that meet regularly. The alumni are often invited for extension lectures for undergraduate and post-graduate students.

With the number of out-going students increasing every day, there was an increased need to develop an umbrella OSA that would bring together the alumni from all departments. With this in mind, the OSA, **Pulse 80** was formed on September 27, 2015. A very active WhatsApp group helps bring all members together. Pulse 80 organises tours and visits to eminent personalities.

“Colouring Kerala Varma” was held on the 14th February, 2016 and was organized by Pulse 80 and brought together 84 artists especially professionals, to paint different angles of Kerala Varma. About 40 former students of SKVC joined together to release a book ‘*Apakshathinolam*’ which relives their experiences and memories of Sree Kerala Varma.

5.4.2 Alumni contribution during the last five years

<1 Lakh

1 Lakh - 3 Lakhs

3 Lakhs - 4 Lakhs

4 Lakhs - 5 Lakhs

Response: ? 5 Lakhs

File Description	Document
Alumni association audited statements	View Document

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

Response: 164

5.4.3.1 Number of Alumni Association /Chapters meetings held year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
37	36	33	28	30

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years.	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Response:

Sree Kerala Varma College is a government-aided college affiliated to the University of Calicut. The college is managed by the Cochin Devaswom Board, Thrissur, a statutory body created under the Travancore-Cochin Hindu Religious Institutions Act 1950. The college continues to follow the motto “*Asthu Vrittam Subham Sada*” (Pure be my Life for Ever) envisaged by the former Maharajah of Cochin, H.H. Sree Kerala Varma. Sree Kerala Varma College strives to remain true to the Vision and Mission of the College, which is to impart quality education to all students of the college, making them competent to face the challenges of the modern world with full confidence and social commitment.

The College Principal is the Chief Executive and Academic Officer of the college. He/She is responsible for appropriate administration and organisation, of teaching and extracurricular activities in the college. A College Council constituted as per the University of Calicut Statutes, functions in the college which advises/directs the Principal on the internal affairs of the college. The Principal heads the college council which comprises of all the Heads of the Departments, two elected members from the teaching faculty, the IQAC Coordinator, administrative assistant of the college and the college librarian.

Teachers are active members of various decision-making committees, constituted by the Council to look after various issues of the college. Some of the major committees functioning throughout the year are committees of Discipline, Purchase, College Development, Canteen, Website and Admission. Apart from this many cells function in the college such as Women’s Cell, Anti-Ragging Cell, Equal Opportunity Cell, Tutorial Cell etc. All teachers of the college are part of at least one of these cells or committees or are co-ordinators of various programmes in the college like ASAP, WWS, NSS, and NCC. This ensures a transparent and democratic decision making process on all issues related to the day to-day affairs of the college.

The college endeavours to preserve the best traditions of liberal higher education, ensuring full freedom of expression to encounter multifarious ideological preoccupations. In both curricular and co-curricular activities, the college aims at bringing out the best talents of the students. The Perspective Plan enunciates the College’s aim of being recognised as a Centre of excellence in education and research. We are one among the five colleges chosen by the Government of Kerala for development as Centres of Excellence within the next five years. As part of this programme, the college will establish two centres of excellence in core areas to nurture the academic needs of large groups of faculty working on transformational areas that have the potential to address the societal challenges, specifically in areas of arts, culture, literature, environment and energy. At present, 8 departments offer post-graduate courses in our institution. In due course, we plan to upgrade every department to a post-graduate level. University sanction has already been accorded for three post-graduate programmes in the departments, that of Sanskrit, Hindi and Zoology. At a later stage, we intend to develop all or most of our post-graduate departments into research centres.

Our efforts to maintain the natural flora fauna and green habitat of the campus have proved fruitful over the

years. In addition to such committed efforts, we also aim to become a model college in the campus in terms of sustainability, usage of energy and water and recycling of materials. We also aim to intensify the involvement of alumni and common public in all aspects of the Institute's development—interacting with students, mentoring them, contributing resources towards enhancing the facilities and quality of education, collaborating with faculty members in research and development.

6.1.2 The institution practices decentralization and participative management

Response:

Democratization of decision-making process is one of the major centerpieces at Sree Kerala Varma College. All attempts have been made to increase the level of participation in decision-making through the formal incorporation of various subgroups. Though the principal is the Chief Executive and Academic Officer of the college, the administration of the institution is fully decentralized. The Principal takes important decisions relating to academic and administrative matters in consultation with the College Council, which are then executed through the college office.

Starting with the process of admission through the Central Allotment System of the University of Calicut, the departments carry out teaching and evaluation that best suit their discipline, in a manner that is compatible with the University stipulations. The Heads of each Departments convene regular department meetings which decide and formulate departmental division of work. The departments are also given complete autonomy in the planning and conduct of various activities like seminars, workshops and competitions staying within the broad policy framework of the college. They can also publish departmental journals. Departments also undertake various research projects and humanitarian activities. Individually, teachers are also given complete autonomy to conduct their classes in a manner that best suit the subject, course, and requirements of students. At the same time, the departments are in constant communication with the Management through the Principal. Such decentralization and democratization of activities is also evident in the manner in which the Student's Union conduct their activities. Provided that prior sanction is sought and accorded, the Student's Union plans, organizes, conducts and executes functions and programmes that reflect the ethos and spirit of Sree Kerala Varma College, almost entirely on their own, with minimum intervention of the teaching/non-teaching community.

Sree Kerala Varma College is constantly working on a range of strategies aimed at improving the delivery of education services. One such strategy is to decentralize education decision making by increasing parental and community involvement in the college.. For this purpose, regular feedback is sought from staff, students and other stake holders and put into discussion in various committees such as college council, management meeting, meeting of the PTA, College Development committee and College Union and decisions are made according to the outcome of these discussions.

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

Response:

Sree Kerala Varma College has undertaken comprehensive planning exercises since the last NAAC team visit in 2009. Several working groups and sub-groups within the college have developed a clear vision and strategic plan, in consultation with experts from outside the college for the next 30 years. This exercise of strategic planning has involved a large cross section of the faculty and it has helped us develop clarity regarding our objectives.

One of the primary objectives within the last decade has been one of expansion and diversification. A step-by-step upgrading of all undergraduate departments to post-graduate departments and post-graduate departments into research was envisaged and planned. Due to our diligent and systematic efforts, the P.G department of Political Science has been upgraded to a Research Centre in 2014. Further, three undergraduate departments (Hindi, Sanskrit, Zoology) have been accorded sanction for expansion into post-graduate departments. A new undergraduate course Bachelor of Computer Applications was also started in 2014.

The most significant and notable recognitions that the College has received recently is that it has been selected as one among the five institutions in the state for getting converted into a digital college and a Centre for Excellence. This is a recognition of our long standing, honest perseverance to make education accessible and meaningful to all. The state government has offered financial assistance of INR 30 Crores to Sree Kerala Varma College over the next five years for this purpose. Accordingly, the college has already developed a well thought academic and infrastructural master plan, which has been submitted to government perusal and sanction.

In the next couple of years, the college aims to begin a few more courses in areas of current demand and relevance, namely in IT, Management and Energy. The college has a clear vision and strategy for the next 30 years. The college is also planning to establish interdisciplinary centres for advanced research by the mutual collaborations of our faculty members from various disciplines.

Along with such modernising ventures, there are also plans afoot to conserve the historic and heritage buildings of the college. The Merry Lodge Palace, which currently houses the departments of Hindi, English and Political Science as well as the offices of the NSS, NCC, Students Union and Political Science Research Centre, used to be the Summer Palace of the Maharaja of Cochin. There are many other such buildings from the princely era in the campus. We are also planning to have a proper conservation of these buildings. A team from KIIFB (Kerala Infrastructure Investment Fund Board) has already made a pilot visit to the campus. Programmes to maintain and protect the bio-diversity of campus is an on-going plan.

6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

Sree Kerala Varma College is an aided college, under the management of the Cochin Devaswom Board.

The Manager of the college is also the secretary of the Cochin Devaswom Board, and is the appointing authority. The terms of appointment, service conditions and promotion of all staff members are as prescribed by UGC, statutes of the University of Calicut and Kerala Service Rules (KSR).

The Principal is the head of the institution and the main executive and administrative head. She/he is also the link between the management and the staff of SKVC. A Staff Council consisting of the Principal, Heads of Departments, IQAC Coordinator administrative assistant Librarian and two elected teacher representatives, assist the Principal in the day-to-day activities of the college. The council meets on a regular basis to take policy decisions or any other decision pertaining to academics and administration of the college.

The Internal Quality Assurance Cell (IQAC) assists the Principal in monitoring quality initiatives of the college. All major policy changes of the college are implemented taking the Managing Board, IQAC and Staff Council into confidence.

Heads of Departments, with the cooperation of faculty members, lead from the front for the proper implementation of the decisions at the departmental level. The role of the administrative staff in the proper execution of the policies and decisions is significant. Faculty coordinators and committees are entrusted with the task of proper harmonisation of co-curricular and extra-curricular activities.

The staff has direct access to the Principal and the Principal is bound to resolve grievances if any. General grievances of the staff are brought to the Principal's notice by the elected staff representatives or are raised in the College Council where necessary redressal is ensured.

Interactions between the management and staff happen at regular intervals, and this helps in the smooth functioning of the college.

ORGANIZATIONAL STRUCTURE OF THE COLLEGE

THE COCHIN DEVASWOM BOARD (THE MANAGEMENT)			
THE PRINCIPAL			
TEACHING STAFF	NON TEACHING STAFF		
HEADS OF DEPARTMENTS	THE ADMINISTRATIVE ASSISTANT		LIBR

TEACHERS	JUNIOR SUPERINTENDENT ACCOUNTS	JUNIOR SUPERINTENDENT GENERAL	ASSI LIBR
	HEAD ACCOUNTANT		
	CLERKS	CLERKS	
	OTHER SUPPORTING STAFF		

6.2.3 Implementation of e-governance in areas of operation: 1.Planning and Development 2. Administration 3. Finance and Accounts 4. Student Admission and Support 5.Examination

A. All 5 of the above

B. Any 4 of the above

C. Any 3 of the above

D. Any 2 of the above

Response: D. Any 2 of the above

File Description	Document
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	View Document

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

Response:

All committees and cells functioning in the college have minuted meetings and are duly signed by all

attending members. These Minutes are tangible records of meetings for its participants and a source of information for members who were unable to attend. These also serve as authoritative records of the functioning and effectiveness of each cell/committee. Department meetings, convened by Heads of Departments too are minuted. Most meeting minutes focus on decisions taken during the meeting and commitments made by the participants. The commitments are accompanied by due dates and any other details necessary for a shared understanding by meeting participants.

One of the most recently constituted cells in the college is the College Development Forum. The forum has 12 members from the teaching/ non-teaching fraternity, along with elected members of the management board. A bylaw of the College Development Forum was formed and the College Council and the Honourable Cochin Devaswom Board approved it. As per this bylaw, the Principal of Sree Kerala Varma College is the chairperson of the forum and a senior faculty member is the convener. Keeping in mind that many buildings in the college, including the Merry Lodge Palace are close to a century old, The College Development Forum strives to bring about infrastructural improvements to the college.

In addition to preservation and improvement of existing facilities, the College Development Forum meets regularly, strategizes, and plans the developmental activities of the college. It has successfully completed many developmental activities within the college by resource mobilisation from well-wishers, the management and all teachers of the college in the form of voluntary contributions.

One of the current ventures of the College Development Forum is the reconstruction of the college canteen. The college canteen building previously functioned in a small building with a seating capacity that did not match the student strength as well as an out-dated kitchen and pantry. The College Development Forum undertook the renovation and extension work of the canteen by resource mobilisation from various sources and successfully completed the mission.

6.3 Faculty Empowerment Strategies

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

Response:

Apart from the welfare measures of the state government like pension, gratuity, Provident Fund, State Life Insurance Scheme, Group Insurance Scheme, Family Benefit Scheme, Medical Expenses Reimbursement Scheme and the latest Personal Accident Insurance Scheme, the management and college provide the following facilities for the well-being of faculty and staff:

1. **The College Co-operative Society:** It was registered as a co-operative society under Act XXI of 1969. The main objectives of the society are to encourage self-help among members and to purchase books, stationary and other educational accessories required by members and associates. It also runs provision stores, issues loan to the members at attractive rates and serves as a bureau of information. Additionally, it also offers reprography services and light refreshments. The society has nearly 120 employees as members and 2000 students as associates.
2. **PTA:** The Parent Teacher Association of the college is a Statutory Body empowered to work for the general welfare of the college. All parents and teachers of the college are members of the PTA. The PTA has successfully disbursed nominal salaries for staff members in need, who are awaiting

their first official salary from the government.

3. **Canteen:** The college canteen provides breakfast, lunch, snacks, tea and coffee to both students and staff members at reasonable rates. They also undertake small catering jobs for departmental activities.
4. **Hostel:** Hostel facilities are available to men and women students and also to the teachers and staff. A small percentage of our teaching staff, both male and female, stay in the college hostels.
5. **Postal Facilities:** The local post office functions within the college premises and offers speed post services, registered mail, postal insurance, savings account, and allied postal facilities.
6. **Staff Club:** All faculty of the college form the Staff Club of Sree Kerala Varma. It functions as a forum for the teaching staff to gather, relax, and interact with members of different departments of the college. In addition the staff club also used to raise funds to meet medical emergencies and other eventualities faced by the staff and students.
7. **Ladies Forum:** The ladies forum of SKVC was founded in 1997, even before the inception of the staff club. All teaching and non-teaching lady staff are members of this forum. It helps maintain a sense of camaraderie and amity among the teaching and non-teaching staff of the college.
8. **Gymnasium and Playground:** The staff (both teaching and non-teaching) has free access to college facilities like gymnasium and playground. The gymnasium is equipped with upgraded facilities including those for fitness training and weight loss regimes.
9. **Free internet and computer facilities:** are available to all staff members of the college.

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 1.05

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

2016-17	2015-16	2014-15	2013-14	2012-13
2	0	2	1	0

File Description	Document
Details of teachers provided with financial support to attend conferences, workshops etc. during the last five years	View Document

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 0.6

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	1	1	0	0

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	View Document

6.3.4 Average percentage of teachers attending professional development programmes viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programme during the last five years

Response: 12.95

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
15	15	8	15	7

File Description	Document
Details of teachers attending professional development programs during the last five years	View Document

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

High quality teaching is essential to improving student outcomes and reducing gaps in student achievement. An effective Teacher Performance Appraisal System provides teachers with meaningful appraisals that encourage professional learning and growth. The self-appraisal method is used for performance assessment among teachers of this institution. Teachers prepare the self-appraisal reports in two formats every year and at the time of their career advancement under the UGC scheme.

The management gives placement to eligible teachers on the basis of the self-appraisal report presented by them. The feedback of students obtained in the prescribed format, as well as through informal interactions with students also helps in performance appraisal and quality assurance.

No evaluation methods have been used for the performance assessment of non-teaching staff.

The teaching community is encouraged to attend orientation and refresher courses, faculty improvement programmes, workshops, research and post-doctoral research and to attend faculty development programmes to improve their performance.

The timely completion of major and minor projects, attending seminars and workshops are also encouraged.

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The college has three types of audit mechanism: Internal audit , External audit by a registered chartered account firm and Audit by Governmental Organizations . Most of the financial expenditures of the various Minor and Major Research Projects, seminars, conferences and symposia, and UGC assistance to individual faculties are audited by the account section of the college, which is further audited by a registered chartered accountant firm.

All financial transactions of the college are regularly audited by competent government authorities. The government audits are performed by the following offices:

1. The Local Fund Audit Department of the state government conducts audit for the Management
2. Local Audit by the Deputy Director of Collegiate Education, Thrissur
3. Audit by the office of the Accountant General, Trivandrum

The last major audit was conducted by the office of the Deputy Director of Collegiate Education, Thrissur during the months of May and June 2017.

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III)

Response: 0

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

The college management extends sufficient funds for the maintenance of existing infrastructure and creation of new facilities. Apart from this the college raises funds from the Member of Parliament Local Area Development Scheme (MPLADS) and Member of Legislative Assembly Constitutional Development Funds. The institution further raises funds through the college PTA for creating additional infrastructural facilities.

The institution has been lucky in garnering goodwill in the form of infrastructure help from various organisations like the Department of Science and technology(DST), Department of Atomic Energy(DAE), Kerala State Council for Science Technology and Environment (KSCSTE),UGC and Indian Philosophical Society, Indian Academy of Science etc. They have contributed to the conduct of conferences, seminars and workshops in the college.

The alumnae of various departments have come up with small contributions to meet immediate and urgent needs of the respective departments. Financial assistance sanctioned to several faculty members for pursuing doctoral and post-doctoral research, major and minor projects have also benefitted the college.

The college has submitted its proposal to the Government of Kerala for being accorded with a financial aid of INR 30 Crores to develop the college into a Centre of Excellence and Learning.

The college is constantly developing strategies to approach well-wishers and alumni of the college for extending considerable support for infrastructural developments.

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

Response:

The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms

Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes at SKVC. Though SKVC has always been committed to quality apropos to the teaching learning process, the presence of the IQAC within the campus has given it a structured and systematic approach. The IQAC has a two pronged action plan: Monitoring and Feedback. Both of these have proved effective and germane in assuring quality in the various activities of the college.

1. **Monitoring:** Sree Kerala Varma College has a total of 25 cells and committees, 4 clubs, Students Union, an NCC Boys Unit, NCC girls unit and an NSS unit that function on the campus. Each cell,

committee and unit has its own system of operation under one or more faculty in charge of its functioning and operations. The IQAC convenes regular meetings convened by the IQAC co-ordinator and presided over by the college principal along with the co-ordinators of these cells and committees. Such meet-ups are forums in which respective co-ordinators submit reports of the activities within the given period. The forums also become arenas for co-ordinators to express their grievances regarding the functioning of their respective cells/clubs, and for the principal and College Council to take necessary measures regarding the grievances. These periodic meetings and intervention practices have gone a long way in assuring quality.

2. Feedback: The IQAC collects regular feedback, both structured and otherwise from all stakeholders of the college. The inputs by the students, teachers, non-teaching staff, alumni and other well-wishers of the college are analysed to review the future course of action to be adopted and the changes to be made in the current mode of functioning. This has proven to be very effective in terms of quality assurance.

The IQAC cell of the college has been successful in the periodic and timely submission of IQAR reports.

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

Response:

(i) Collection and analysis of student feedback: The feedback from students is collected periodically and analyzed and filed by the IQAC. The measures to ensure honest response and confidential feedback are adopted. The assessment of the feedback is carried out and the reports are forwarded to the Principal. As per the feedback of the students, proper guidance is given to teachers by the Principal so that they can accommodate the suggestions.

(ii) Creation of a motivating environment in the campus: The functioning of IQAC in the campus facilitates a motivating environment for the teaching learning process. IQAC provides information pertaining to UGC assistance for seminars and helps to obtain funds. IQAC has contributed to obtain minor and major research projects for the faculty. The IQAC supports the staff in attending the initiatives of the Higher Education Department, like fostering linkages in Academic Innovation and Research (FLAIR) programmes.

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 1.4

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	2	2	1	1

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	View Document

6.5.4 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements
2. Academic Administrative Audit (AAA) and initiation of follow up action
3. Participation in NIRF
4. ISO Certification
5. NBA or any other quality audit

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: D. Any 1 of the above

File Description	Document
Details of Quality assurance initiatives of the institution	View Document

6.5.5 Incremental improvements made during the preceding five years (*in case of first cycle*) Post accreditation quality initiatives (*second and subsequent cycles*)

Response:

(i) Inter-disciplinary academic activities promoted on an extensive scale.

(ii) Protection of biodiversity and creation of awareness among students regarding this, taken up in right earnest.

(iii) Inclusion of students from marginalized sections is promoted. A survey related to caste issues in everyday life of the students belonging to scheduled caste and scheduled tribe has been conducted by NUEPA, as an initiative of IQAC.

(iv) Preparation of academic calendars

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Response: 27

7.1.1.1 Number of gender equity promotion programs organized by the institution year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
12	6	5	2	2

File Description

Document

List of gender equity promotion programs organized by the institution

[View Document](#)

7.1.2

1. Institution shows gender sensitivity in providing facilities such as:

1. Safety and Security
2. Counselling
3. Common Room

Response:

The college strives to maintain gender parity and gender consciousness as the majority of the students are girls. Moreover the majority of them come from economically and socially impoverished backgrounds. Though it is an encouraging index that they are in the forefront of all significant programmes of the college, we realise the importance of gender sensitive orientation.

Our college has a very active Women's Cell, that conducts gender sensitisation programmes, workshops and seminars at regular intervals that see active participation from both the students and the faculty of the college. Since its inception as a formal body in 2015, the Women's Cell has conducted several workshops and seminars which has seen exemplary resource persons from Indian and Foreign universities. The topics for these seminars and workshops range from Higher Education, Women and Health Rights, Equality and Difference, Sex and Gender and Gender and Modernity. In addition to such academic endeavours, the women's cell has also been instrumental in the installation of a sanitary pad vending machine and an incinerator at the ladies hostel and girl's restroom respectively. A fitness club equipped with gym for the use of women and girls has also been established within the hostel premises. A student's initiative for girls, working under the college union, "Mathrukam" also has a vibrant presence in the campus. Furthermore, all women teaching and non-teaching staff of the college are members of the Ladies Forum.

The forum organizes seminars, workshops, quiz programmes and invited talks on areas relevant to the Sree Kerala Varma College community. Additionally, it also organizes cultural activities as part of Onam, Christmas, and Ramzan.

Sree Kerala Varma College is fortunate enough to have alumni and well-wishers from various fields. It is one such association that resulted in the establishment of a free counselling centre on campus. A trained counsellor offers free counselling services to students on a weekly/need-based basis. In a room specifically set aside for counselling purposes, the counsellor meets around 5-6 students per visit. Students in need of counselling are first encouraged to approach their teachers, who then refer the students to the counsellor. Mild learning difficulties to severe suicidal tendencies and hysteria have been reported, and in certain cases referred to psychiatrics.

There is a retiring room for girls, complete with a restroom and sanitary napkin vending machine near the two-wheeler parking area, next to the P.G block. There is another sanitary napkin vending machine in the Ladies' Hostel.

7.1.3 Alternate Energy initiatives such as:

1. Percentage of annual power requirement of the Institution met by the renewable energy sources

Response: 0

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

7.1.3.2 Total annual power requirement (in KWH)

Response: 53700

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	View Document

7.1.4 Percentage of annual lighting power requirements met through LED bulbs

Response: 10.06

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 810

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 8050

File Description	Document
Details of lighting power requirements met through LED bulbs	View Document

7.1.5 Waste Management steps including:

- Solid waste management
- Liquid waste management
- E-waste management

Response:

Sree Kerala Varma College is a naturally endowed green campus, right in the heart of Thrissur. A preserved forest area, “Ooty” forms a natural border to the premises. All teachers and students of campus are committed to the preservation of the rich flora of the campus. At a time when landscaped gardens and curated lawns are fast replacing naturally wild habitats, Sree Kerala Varma College is proud of this organic, biological diversity.

Sree Kerala Varma College is a green campus, a place where environmental friendly practices and education combine to promote sustainable and eco-friendly living. The college trains its students to be sensitive to the needs of ecology and society, by promoting sustainability and economical usage of available resources. Reduce, Reuse, Recycle is a motto practiced by the college. From tiny steps like promoting use of ink-pens among staff and students and printing on both sides of paper to reusing canvas boards for display purposes, several other thoughtful and innovative initiatives have been undertaken by the college to develop it into an eco-friendly campus.

Waste Management Steps

Solid Waste Management: Waste Bins have been provided at all strategic points on campus. The use of plastic is discouraged throughout the campus, and the solid waste consists usually of paper or in rare cases, food waste. These bins are then emptied systematically. Since most of the waste is biodegradable, the matter is taken to landfills and allowed to degrade naturally.

Sanitary napkins and other non-bio degradable waste are incinerated using the incinerators installed on campus.

Liquid Waste Management: Special drainages are provided to direct chemical waste, both liquid and hazardous, from the labs to a specially constructed closed landfill.

E-waste including dysfunctional and out dated computers and other e-waste, are disposed through outside agencies.

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

At Sree Kerala Varma College, we practice two ways of harvesting rainwater

1. Surface runoff harvesting
2. Roof top rainwater harvesting

Surface runoff harvesting: Excluding the campus built area and a small area in front of the Administrative Block, rain water is allowed to percolate into aquifers. This water in turn enriches the groundwater and nourishes the natural green habitat of the campus. By preserving the natural landscape of the campus and protecting the two natural ponds, we are able to replenish the ground water reserve which would have been otherwise affected by the enormity of the campus population.

Roof top rainwater harvesting: Rain water falling over the roof of the Chemistry block is collected and stored in synthetic tanks. This water is then made use of in the laboratories as well as for other needs of the department and the department block.

7.1.7 Green Practices

- **Students, staff using**
 - a) **Bicycles**
 - b) **Public Transport**
 - c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

Response:

The teaching and non-teaching staff of the college practice car and two-wheeler pooling to reach the campus, in addition to public conveyance. A good number of teaching and non-teaching staff who stay nearby prefer to walk. A majority of the students use public conveyance to reach campus. The nearest bus stop is almost a kilometre away and the students walk from the bus stop to the campus.

All approach roads to the campus are tarred and traffic through these roads during working hours is limited. Rolled and smoothed tracks inside the campus connect various academic blocks. Vehicles are not allowed within campus premises during working hours. In order to avoid unnecessary carbon emission during working hours and to maintain carbon neutrality, the college parking lot is located right at the entrance of the campus.

The campus attempts at being a plastic free campus. Instead of using flex boards during events, cloth banners which are written and painted on by students themselves are used. Many of the staff use ink-pens instead of throwaway plastic pens in an effort to reduce plastic waste. This initiative, though small, is also noticed and practiced by a small group of students.

The campus is in a process of moving from a paper to paperless campus. Inter and Intra-departmental communication are almost entirely through emails, college, and departmental Whatsapp groups. Used

papers/sheets are used for reverse printing in the departments if and when possible. Post-graduate students are encouraged to submit assignments online. They are also encouraged to present assignments using power points and projectors. This helps to significantly reduce paper wastage.

As a continuation of green initiatives on campus, every year NSS puts in an effort to plant more trees in the campus and they are maintained by NSS volunteers. Hundreds of saplings have been planted within the campus under various programs in an effort at promoting the green wealth of the campus. The inherently green campus is further enhanced by a Botanical garden, maintained by the Botany department. It serves as a natural laboratory for the study of flora. A herbal garden with rare medicinal plants is also maintained by the same department. The college also protects many varieties of endangered plant species. With 637 medicinal trees, more than 50 varieties of fruit bearing trees and many gigantic trees which are more than a century old, the college is able to contribute to reducing the carbon foot print of the local community and enrich its biodiversity.

At Sree Kerala Varma College, we believe that all goodwill activities should extend beyond the four walls of the campus. Thus, the NSS volunteers planted saplings in Kanattukara village, and in a village at Athirampilly in collaboration with the Kerala State Forest Department. Further, they also planted hundreds of saplings within the campus under various programs. Around 500 saplings are supplied to students every year as part of 'green campaign'. The college also planted saplings near the Heart Hospital, Thrissur in an effort to neutralize the carbon emission from city vehicles in the year 2015-2016.

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

Response: 0.76

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
0.60	0.75	0.61	0.52	0.51

File Description

Document

Details of expenditure on green initiatives and waste management during the last five years

[View Document](#)

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift

3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

Response: A. 7 and more of the above

File Description	Document
Resources available in the institution for Divyangjan	View Document
link to photos and videos of facilities for Divyangjan	View Document

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

Response: 40

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
14	4	14	5	3

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	View Document

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

Response: 36

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
9	5	8	6	8

File Description**Document**

Details of initiatives taken to engage with local community during the last five years

[View Document](#)**7.1.12****Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff****Response: Yes****File Description****Document**

URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics

[View Document](#)**7.1.13 Display of core values in the institution and on its website****Response: Yes****File Description****Document**

Provide URL of website that displays core values

[View Document](#)**7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations****Response: Yes****File Description****Document**

Details of activities organized to increase consciousness about national identities and symbols

[View Document](#)**7.1.15 The institution offers a course on Human Values and professional ethics**

Response: Yes	
File Description	Document
Any additional information	View Document
Provide link to Courses on Human Values and professional ethics on Institutional website	View Document

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions	
Response: Yes	
File Description	Document
Provide URL of supporting documents to prove institution functions as per professional code	View Document

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years	
Response: 67	
File Description	Document
List of activities conducted for promotion of universal values	View Document
Any additional information	View Document

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities	
Response:	
<p>Sree Kerala Varma College observes and organises national festivals and birth and death anniversaries of noted Indian personalities of national as well as regional importance. This is done in two ways, both at the college level as well as at departmental levels. At the college level are celebrated days of National significance like Independence Day, Republic Day, Martyr's Day, Women's Day, AIDS day, NSS Day and NCC Day.</p> <p>The departments celebrate and observe day(s) which are of importance to their respective fields. The Department of Physics observes C.V. Raman Day and the Departments of Botany and Zoology observe World Environment Day, and World Science Day. The Department of Political Science observes Human Rights Day. The various language departments of the college have celebrated the birth and death</p>	

anniversaries of noted literary figures like Premchand, Edasseri, N.V Krishna Warriar, Chimamanda Adichie, Agatha Christie and so on.

Sree Kerala Varma college has been fortunate enough to have many stalwarts among its teaching fraternity since its inception in 1947. We take great efforts to remember them and their contributions to their respective fields. In memory of C.S Venkatraman (Department of Mathematics), Prof. P Sankaran Nambiar, Prof. V. Aravindakshan, Prof. T.K Nandakumar, (Department of English) yearly lectures are conducted by inviting eminent personalities from their respective fields. We celebrate Onam and Christmas with various cultural events and competitions including both staff and students.

Certain regional celebrations like *Karkidakom* Fest and Ramayana Fest are celebrated by the Departments of Botany and Sanskrit respectively.

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

Response:

The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions.

The functions of Sree Kerala Varma College are discharged in accordance with the various rules and regulations constituted for the purpose. All the functions are discharged under the supervision and control of the principal/committees / Manager, Cochin Devaswom Board/University of Calicut/ Government of Kerala as per assignment of functions. Issues are dealt with on priority basis, expeditiously taking into account, the various instructions issued from time to time. Further, the college handbook, as well as the website, lists the rules and regulations of the institution, as well as the fee structure of various courses, which is accessible to all.

Absolute transparency is maintained regarding details and functioning of each committee, cell, trust and department of the college. Communication channels are kept open for all stakeholders. Subject to the provisions of the RTI act, 2005, minutes of the meetings of various cells and committees are available to the public on request. A downloadable version of the RTI disclosure, specific to Sree Kerala Varma College is made available on the college website.

7.2 Best Practices

7.2.1 Describe at least two institutional best practices (as per NAAC Format)

Response:

Best Practice I: Enabling the differently-abled

The Context: Sree Kerala Varma College has a long tradition of extending support to differently abled students to enable them to pursue their dreams. In 1962, the college accepted a visually challenged

student, K Vasu who was denied admission to degree course by all other colleges in the city. Since then, Sree Kerala Varma College has become the first priority for many of the visually and physically challenged students hailing from all parts of the state.

The Practice: Sree Kerala Varma College is the first educational institution in Kerala to open an HEPSN (Higher Education for Persons with Special Needs) enabling unit. Our college tops the list of colleges in the state that enrolls the maximum number of differently abled students and students with special needs. Since 2013, the college has a fully functional HEPSN unit housed in a separate building, complete with three desktop computers, a netbook, and a printer-scanner-copier. The enabling unit also offers Spoken English classes, PSC Coaching and computer literacy programmes to the students. With the support of the teachers and students of the college, the centre has been able to provide a number of digital recorders to the visually challenged students to aid them in their studies. The centre also arranges scribes with the help of the students, especially NSS volunteers, to enable the students with special needs to appear for their exams.

Ramps to most buildings on campus have been constructed to allow ease of access to differently abled students. Except for the post-graduate block and the Botany Block, all academic buildings are single-storied, which also allows ease of access. Both the Men's Hostel as well as Women's Hostel are also attuned to the needs of such students. Accessible toilets have also been constructed on campus. During the 70th-anniversary celebrations of the college, a package of seven outstanding softwares was released and distributed freely for the benefit of the visually challenged community. The package consists of the following software:

1. Accessible Coconut: A Comprehensive O S (for the visually challenged)
2. Braille Typing teacher (for the visually challenged)
3. Braille Typing Learning Game (for the visually challenged)
4. Music composer & player (for the visually challenged)
5. Intelligent OCR Solution that gives the visually challenged access to any online library
6. XBoard – a talking chess game
7. Artha & Theera – 2 talking dictionaries in Malayalam and English

Evidence of Success: SKVC has managed to instill in our students the importance of believing in their abilities as well as living their dreams. While primary importance is given to the pursuit of education and performance in university level examinations, equal importance is also given to the pursuit of extra-curricular activities like arts and sports. Within the community of visually challenged students,

- Falhan, a visually challenged student of B.A History (2013-2016) was part of the Indian Blind Football Team that was runners-up in the International Blind Football tournament.
- Raji, a visually challenged student of M.A English (2013-2015) won the promising dissertation award for Post-Graduate students, organized by Unity Women's College.
- Sruthi, a visually challenged student of Department of History (2014-2017) was selected by Doordarshan to be one of the participants of their show, "Campus Festival".

Some of our specially challenged students have also gone on to become teachers at regular schools as well as schools for the blind.

We at SKVC truly believe that not only is such a practice beneficial and encouraging to the students in need of extra help, but it also fosters emotional maturity and humane considerations among all stakeholders of the college. Such a practice also inculcates positive behaviour towards people in need or in

difficulty and reinforces the thought of responsibility in the young generation.

Problems Encountered and Resources Required: Although Sree kerala Varma College has always been open to accepting students with special needs, the college had to wait till 2013 to have a fully functional HEPSN unit housed in a separate building. Visually challenged students have been given recorders with which to record lectures and they have been adequately trained to use laptops fitted with read aloud soft wares. Visually Challenged students are also provided with audio recordings of English Common Course Texts. These recordings are made by the undergraduate students of the college. In August 2017, Sree kerala Varma College was gifted with a free software that enabled reading aloud Malayalam. Until then, this had been a problem. Submission of written assignments were a part of university regulations up till 2014, this caused some inconvenience to visually challenged students. But since 2014, semester wise assignments can be in the form of oral presentations/ viva. This has greatly helped such students.

In spite of the highly supportive environment at Sree kerala Varma College, however, some students are in need of motivation as well as counselling, for which professional help has to be sought. Most students with special needs who pass out from the college are disappointed and frustrated by the callousness of the larger society that continues to shun people with special needs. Thus, even some students who have displayed extraordinary mettle and promise during their student years at Sree kerala Varma College find it hard to find employment, inclusivity or support outside of the campus.

Best Practice II: Outreach

As one of the premier institutions of the district, Sree Kerala Varma College believes that its commitment to the society extends beyond its immediate stakeholders. We believe that much of actual learning happens through social interactions outside the four walls of the classrooms. In order to facilitate such interactions and to make our students sensitive and responsive to social problems, the college encourages maximum forays into the society. We believe that such interactions, especially with socially and economically impoverished sections of the society would strengthen the bond between society and the institution as well as encourage our students to develop a better understanding of communal living and co-operation.

The Context : Sree Kerala Varma College is situated in the village of Kanattukara. The village, as well as nearby areas, are decidedly rural, lacking in many infrastructural facilities. In addition to continuing social outreach practices like *Pothichoru* (distribution of food to poor), anti-narcotics campaigns, anti-plastic awareness programmes, sapling distributions, literacy programmes and blood donation camps it was thought that adopting villages near the college would augur well for the institution as well the society. In this regard, two local communities were adopted and some of their problems addressed.

The Practice: Thrikkumarakudam Colony and Kuttur Village were adopted under an initiative by the NSS unit of the college. The college extends all help to the poor and needy of the immediate locality of the institution as well as to the two centres. The management, staff and various clubs monitor the various social commitment activities.

Evidence of Success: The feedback for the social outreach activities performed by Sree Kerala Varma College is highly encouraging and positive. Our students are always regarded as responsible, mature and socially conscious citizens of the country who can be relied on to take appropriate decisions at the right times. Our students have shown immense understanding of the problems faced by various sections of the society, which has in turn made them sensitive, understanding individuals. They are often proactive in identifying problems as well as solutions to problems. Most of our students come from socially and

economically backward families, some of them also come from broken families and single parent families. While such circumstances could have hindered their future ambitions, the interactions with even weaker sections of the society have shown them how to make the best of what they have been provided with. The college is proud of its students who are grounded in reality and try their level best to face the world with a magnanimity that is rare in today's world.

Problems Encountered and Resources Required: The semester system leaves little time for such outreach activities. Often, students and teachers have to adjust working hours, holidays and vacations to complete the activities. The examination schedule of the university, which is not very reliable, further hinders pre-planned activities. Often, due to changes in university examination schedules, certain planned programmes have had to be shifted many times, in rare occasions even leading to cancellation. The institution does not have a conveyance system of its own. This forces students and teachers to rely on other means of transportation to reach certain areas. The funding for this is often problematic.

7.3 Institutional Distinctiveness

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

Social Inclusion

Sree Kerala Varma College firmly believes in the motto, "Pure be my life forever". We believe that this purity comes from living a blemish free life, a life committed to serving others, and treating everyone with dignity and respect. By welcoming students from all strata of the society, especially students belonging to several marginalised societies into our midst, we aim to build a society that is civilised, compassionate, and zealous about upholding humanitarian values. We believe that the students who graduate from the college take this concern for human life and values much further and deeper into the society, doing their bit to make this world a more tolerant and welcoming place to live in.

Physically challenged students, students from Lakshwadeep, socially and economically backward students –especially girls and Dalits– constitute a majority of the student community of this college. Every student finds equal acceptance and welcome in the campus. With each passing year, we strive to make our campus more friendly and accessible to these students who are otherwise sidelined in society.

While institutional as well as structural facilities have been revamped and adjusted to meet the growing requirements each year, the student community evolves into an inclusive, harmonious, well-knit family. The atmosphere at Sree Kerala Varma College is such that each student derives within themselves the ability to care for others, to offer help, and to make life a little better for people all around.

For this purpose, HEPSN, Differently-Abled Cell, Counselling Cell, and similar support mechanisms are very active on the campus. The organizational facilities are revamped from time to time, building new ramps, accessible toilets and so on. Students from Lakshwadeep are encouraged to stay in the college hostels, and they study on fellowships.

At a time when green pastures are giving way to concrete jungles and later on to artificially curated gardens, Sree Kerala Varma College has a naturally endowed area, fondly called “Ooty” that abounds in many different species of trees and plants, some of them of the rare and medicinal variety. On campus too, there are a large number of plants and trees, a botanical garden and a medicinal garden. Every green space on campus has an organic quality to it, and is largely unhindered by the constraint of fences and concrete pavements that pose a threat to the natural environment. Each and every tree on campus is a testimony to the sentiment of many generations of Sree Kerala Varma College that has strived to maintain the greenery on the campus. In the rare instances where trees posed dangers to buildings and had to be cut down, new saplings have been planted and tended for.

A good majority of the students of Sree Kerala Varma College come from financially backward families. The management and the PTA of the college are acutely conscious of this fact. Hence, there have been conscious efforts to maintain the welfare culture of this institution. ‘Snehanidhi’, an initiative of teachers and students offer monetary and emotional support to those who face difficulties of various kinds.

At Sree Kerala Varma College, we strive to ensure a good academic climate through healthy interactions between all stake holders of the college. We are proud of a campus that fosters academic excellence and social responsibility.

5. CONCLUSION

Additional Information :

Students with special needs especially the blind students from all parts of the state consider SKVC as their college of choice because of the conditions favourable to them. The college is proud to have the first HEPSN unit of the state which works in an ideal manner. The support mechanism for the physically challenged students and the activities to promote their skills and potential are undertaken by the HEPSN unit. The college library hosts a Braille section and many aids are provided for the students with special needs to overcome their difficulties. Scribes for the blind students are arranged by the HEPSN unit and voice recorders are supplied to them. The college could successfully undertake software development in this direction. The hand of friendship extended by the college community increases the level of confidence of the students with special needs.

Department of Science and technology has selected this college for a financial assistance of 90 lakhs under the FIST programme to improve the facilities of Science Departments.

Concluding Remarks :

Sree Kerala Varma College has established itself as one of the leading educational institutions in Kerala state through its specificities such as wide range of courses, the significant student strength and resourceful faculty. The college always retains an acute awareness and sensitivity about the burning issues of a larger society outside and actively participates in the process of positive opinion making as far as values of social justice, secularism and democratic rights are concerned. As a higher education institution committed to the cause of imparting quality education, academic training and personality development to the students, Sree Kerala Varma College is instrumental in moulding and developing the potential of many students who are socially and economically backward. Transcending the barriers created by class, caste, gender and other axes of discriminations in the society, the students attending this college manage to develop their confidence, life skill and potential for innovation and execution. Through the extension activities and collaborations with many outside agencies, the college community is keen to take academics from the ivory towers to a larger world of social praxis. For the last seventy years of committed services in the dissemination of knowledge and the specific ways of handling pedagogical responsibilities which emphasise social concerns, the Finance Minister of the state has referred this institution's name in his budget speech and sanction is accorded for special Governmental aid to elevate the college further as "a Centre of Excellence."