



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		N.S.S COLLEGE OTTAPALAM
Name of the head of the Institution		DR RAJESH R
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		04662244382
Mobile no.		9961320446
Registered Email		nssotp@gmail.com
Alternate Email		nsscollegeottapalam@gmail.com
Address		PALAPPURAM P O OTTAPALAM
City/Town		OTTAPALAM
State/UT		Kerala
Pincode		679103
<b>2. Institutional Status</b>		

University	State
Type of Institution	Co-education
Location	Rural
Financial Status	state
Name of the IQAC co-ordinator/Director	MANJU B L
Phone no/Alternate Phone no.	04662244206
Mobile no.	9446975944
Registered Email	manjublphysics@gmail.com
Alternate Email	nssiqac@gmail.com

### 3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<a href="http://www.nsscollegeottapalam.org/downloads/aqar_2017-18_new.pdf#zoom=100&amp;view=fitH">http://www.nsscollegeottapalam.org/downloads/aqar_2017-18_new.pdf#zoom=100&amp;view=fitH</a>
<b>4. Whether Academic Calendar prepared during the year</b>	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	<a href="http://www.nsscollegeottapalam.org/downloads/nss_ottapalam_academic_calender_2019-20.pdf">http://www.nsscollegeottapalam.org/downloads/nss_ottapalam_academic_calender_2019-20.pdf</a>

### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B++	83.25	2007	10-Feb-2007	09-Feb-2012
2	A	3.02	2017	27-Nov-2017	26-Nov-2022

<b>6. Date of Establishment of IQAC</b>	04-Aug-2008
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### 7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

Invited talk on Aids Awareness and Healthy Living	07-Jan-2021 1	64
Regional Seminar on Protecting Plants and Protecting life	20-Feb-2020 1	72
Seminar on Current Trends and Opportunities in Chemistry	14-Feb-2020 1	121
Regional workshop on LATEX	04-Jan-2020 1	92
National Workshop on Sceintific Graphing and Document type setting	06-Feb-2020 2	32
Two day National workshop on Python Programming	24-Jan-2020 2	142
International Seminar on MONETARY POLICY DEBATES	12-Feb-2020 2	161
International Seminar on EMERGING TRENDS IN COMMERCE AND MANAGEMENT	10-Jan-2020 1	182
Workshop on Communication skills	07-Jul-2019 1	50
Kerala Piravi Celabrations o	06-Nov-2019 1	62
<a href="#">View File</a>		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
ZOOLOGY	WORKSHOP	XXX	2020 1	40000
No Files Uploaded !!!				

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

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

5

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

Yes

Upload the minutes of meeting and action taken report	<a href="#">View File</a>
<b>11. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No
<b>12. Significant contributions made by IQAC during the current year(maximum five bullets)</b>	
1.Ecofriendly and Green Campus 2 Flood Relief and Rebuild Survey 3.MHRD 4.International Seminars 5.CORONA Awarness Campaign . Eco Participation in NIRF, AISHE,KSHEC 2. Social Economic Survey on IMPACT OF FLOOD 3.Celebrated Environmental day, World wetland day, Science day celebrations 4. Workshop on Latex	
<a href="#">View File</a>	
<b>13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year</b>	
Plan of Action	Achivements/Outcomes
. Acadamic Calender for Odd and Even Semester	Prepared and uploaded in the college website
<a href="#">View File</a>	
<b>14. Whether AQAR was placed before statutory body ?</b>	Yes
Name of Statutory Body	Meeting Date
College Council	14-Aug-2021
<b>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</b>	No
<b>16. Whether institutional data submitted to AISHE:</b>	Yes
Year of Submission	2020
Date of Submission	09-Feb-2020
<b>17. Does the Institution have Management Information System ?</b>	No

Part B

**CRITERION I – CURRICULAR ASPECTS**

## 1.1 – Curriculum Design and Development

### 1.1.1 – Programmes for which syllabus revision was carried out during the Academic year

Name of Programme	Programme Code	Programme Specialization	Date of Revision
No Data Entered/Not Applicable !!!			
No file uploaded.			

### 1.1.2 – Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year

Programme with Code	Programme Specialization	Date of Introduction	Course with Code	Date of Introduction
No Data Entered/Not Applicable !!!				
No file uploaded.				

## 1.2 – Academic Flexibility

### 1.2.1 – New programmes/courses introduced during the Academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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### 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the University level during the Academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

## 1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
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### 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Readership of Newspapers in digital era	40
BA	Chavittikali Kalayam vmozhi Pracharam	30
BSc	Industrial visit	68
MSc	ResearchProjResearch projects in various research labs	12
MA	Public Policy Research	25
<a href="#">View File</a>		

## 1.4 – Feedback System

### 1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

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

#### Feedback Obtained

Feedback is obtained from various stakeholders to understand and assess the expectations of students on curriculum and the programme. Feedback on Teaching and Learning process is received from the Students Satisfaction Survey . The IQAC conducts online Students Satisfaction Survey for every programmes in semester ends. Separate feedback forms are collected to evaluate Institutional performance, Department performance and Teachers performance. The reports are analysed by the IQAC and submits report to the College Council . The general assessment are based on Curriculum ,Evaluation procedure, teaching methodology, teachers approachability, on a 5 point scale .The grievances about the unavailability of books, journals due to syllabus restructuring are also collected and forwarded to higher authorities The Grievance and Redressal cell., Councelling Cell also conducts open houses once in every semester. The PTA meeting at departmental level and General PTA are conducted and their suggestions , proposals and corrective measures are collected by the IQAC and forwarded to the Head of the Institution. .

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Malayalam	34	3574	34
BA	English	45	5047	40

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### 2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	1448	176	42	Nil	48

### 2.3 – Teaching - Learning Process

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

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

90	62	20	18	2	73
<a href="#">View File of ICT Tools and resources</a>					
<a href="#">View File of E-resources and techniques used</a>					

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

The Institute has a well defined policy of mentoring its students who come from various socio-economic backgrounds- rural, tribal, and semi-urban locales. The newly admitted students are given Induction program to facilitate their smooth transition into higher education system. Each department also conducts a specialized Bridge program to their specific disciplines, its scope, relevance and opportunities. Each and every class has a tutor-in-charge allotted by the Head of the respective department. Every student is thus brought into the mentoring program under the tutorial system implemented by the Institution. The mentees share personal details, ideas, academic and cocurricular interests, aspirations, and ambitions with their mentors. The mentor meets the mentees at least once a week. The ongoing relationship which continues even after their course is over is nurtured through phone calls and social media apps. ASAP is another program that focuses on enhancing communicative skills and knowledge of IT through various practical sessions. Additional Skill Acquisition Program (ASAP) has 32 students enrolled in it with a faculty as Coordinators. The external faculty specially trained by the government for this program handles the sessions. Remedial coaching is arranged by particular departments to overcome learning difficulties. Peer teaching also helps in facilitating student-student interaction and improves their knowledge and skill through sharing of experiences. This experiential teaching-learning among peers have created a productive academic atmosphere. The students are given adequate guidance and support for their projects and dissertations at the undergraduate and postgraduate levels. The mentors/ trainers/facilitators keep detailed progressive records of the mentees.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1624	90	1:18

## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
90	65	25	Nill	20

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	SaliniV.G	Assistant Professor	Indian Council of Cultural Research s Reference Panel of Artistes

[View File](#)

## 2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	Degree	6th semester r	18/03/2020	08/07/2020

BSc	Degree	6th semester	18/03/2020	08/07/2020
BCom	Degree	6th semester	18/03/2020	08/07/2020
MA	Degree	4th semester	15/07/2020	30/08/2020
MSc	Degree	4th semester	15/07/2020	30/08/2020
MCom	Degree	4th semester	15/07/2020	30/08/2020
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2.5.2 – Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year

Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage
No Data Entered/Not Applicable !!!		

## 2.6 – Student Performance and Learning Outcomes

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

[http://www.nsscollegeottapalam.org/pdf/ug\\_syllabus\\_2021.zip](http://www.nsscollegeottapalam.org/pdf/ug_syllabus_2021.zip);  
[http://www.nsscollegeottapalam.org/pdf/pg\\_syllabus\\_2021.zip](http://www.nsscollegeottapalam.org/pdf/pg_syllabus_2021.zip)

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
CUCBCSS	BA	ENGLISH	40	34	85
<a href="#">View File</a>					

## 2.7 – Student Satisfaction Survey

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

[http://www.nsscollegeottapalam.org/institution\\_feedback.php](http://www.nsscollegeottapalam.org/institution_feedback.php)

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Promotion of Research and Facilities

3.1.1 – Teachers awarded National/International fellowship for advanced studies/ research during the year

Type	Name of the teacher awarded the fellowship	Name of the award	Date of award	Awarding agency
No Data Entered/Not Applicable !!!				
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3.1.2 – Number of JRFs, SRFs, Post Doctoral Fellows, Research Associates and other fellows in the Institution enrolled during the year

Name of Research fellowship	Duration of the fellowship	Funding Agency
No Data Entered/Not Applicable !!!		
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### 3.2 – Resource Mobilization for Research



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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Students Research Projects (Other than compulsory by the University)	120	Department of Higher Education ,Kerala	2.9	2.9
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### 3.3 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Workshop on French Theatre	English	27/08/2019
International Seminar on EMERGING TRENDS IN COMMERCE AND MANAGEMENT	Commerce	10/01/2020
International Seminar on MONETARY POLICY DEBATES	Economics	12/02/2020
Workshop on GST	Commerce	04/02/2020
National Workshop on Sceintific Graphing and Document type setting	Physics	06/02/2020
Two day National workshop on Python Programming	Computer Science	24/01/2020
Seminar on Current Trends and Opportunities in Chemistry	Chemistry	14/02/2020
Invited Lecture on Plant Conservation through Self Knowledge	Botany	04/10/2019
Invited talk on Western Ghats its diversity and effect of flood and landslides	Zoology	04/10/2019
Regional worshop on LATEX	Mathematics	04/01/2020
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#### 3.3.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Young Innovator's Programme	athimathul sabna, Vidya T, Devi Indha V. M, Vishnupriya.	Kerala Development Innovation Strategic	08/07/2020	Health Monitor Child Security

M, Amrutha. K. M	Council (K- DISC)	
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### 3.3.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
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No Data Entered/Not Applicable !!!

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### 3.4 – Research Publications and Awards

#### 3.4.1 – Ph. Ds awarded during the year

Name of the Department	Number of PhD's Awarded
PHYSICS	1

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	PHYSICS	1	3.3
International	COMPUTER SCIENCE	1	5.87
International	COMMERCE	4	5.27
National	COMMERCE	3	Nil
International	CHEMISTRY	1	Nil

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#### 3.4.3 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
MALAYALAM	1
COMMERCE	7
ENGLISH	6

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#### 3.4.4 – Patents published/awarded/applied during the year

Patent Details	Patent status	Patent Number	Date of Award
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No Data Entered/Not Applicable !!!

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#### 3.4.5 – Bibliometrics of the publications during the last academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
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No Data Entered/Not Applicable !!!

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#### 3.4.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
<b>No Data Entered/Not Applicable !!!</b>						
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### 3.4.7 – Faculty participation in Seminars/Conferences and Symposia during the year

Number of Faculty	International	National	State	Local
<b>Attended/Seminars/Workshops</b>	14	33	6	Nill
<b>Presented papers</b>	21	26	1	Nill
<b>Resource persons</b>	3	12	1	Nill
<a href="#">View File</a>				

### 3.5 – Consultancy

#### 3.5.1 – Revenue generated from Consultancy during the year

Name of the Consultan(s) department	Name of consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
<b>No Data Entered/Not Applicable !!!</b>			
<b>No file uploaded.</b>			

#### 3.5.2 – Revenue generated from Corporate Training by the institution during the year

Name of the Consultan(s) department	Title of the programme	Agency seeking / training	Revenue generated (amount in rupees)	Number of trainees
<b>No Data Entered/Not Applicable !!!</b>				
<b>No file uploaded.</b>				

### 3.6 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
<b>Forest Cleaning Campaign</b>	<b>Chinnar Wild life Sanctuary, Zoology Department, Tourism Club</b>	3	33
<b>Tribal Development</b>	<b>Zoology Department, Thirunelli Tribal Department</b>	2	90
<b>Field Trip to Silent Valley</b>	<b>Zoology Department</b>	3	30
<b>Nature Trekking in Kuthiran Forest</b>	<b>Botany Department, Bhoomithra sena Club</b>	3	45

Socioeconomic Survey on the impact of consecutive floods in Palakkad	Economics Department	3	85
Survey on Problems faced by street vendors	Commerce Department	4	46
Aids Awareness Camp	Red Ribbon Club ,Zoology Department	6	115
Madhuram Malayalam	Malayalam, Department, EBSB Club	5	86
Sneha Sangamam	NSS Units, Palliative Care Unit Ottapalam Taluk Hospital	2	200
Rebuild Kerala Survey	NSS Units, Kerala Government	2	250
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3.6.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
YIP program	teams selected for State Level Competitions	Kerala Development Strategic Council	25
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3.6.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!				
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### 3.7 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Aspire Scholarship for MSc	10	Higher Education Council of Kerala	90
Aspire Scholarship for Mcom Project	8	Higher Education Council of Kerala	90
No file uploaded.			

3.7.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering	Duration From	Duration To	Participant
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		institution/ industry /research lab with contact details			
<b>No Data Entered/Not Applicable !!!</b>					
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3.7.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
<b>No Data Entered/Not Applicable !!!</b>			
No file uploaded.			

## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
5.94	7.36

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Nil	Existing
No file uploaded.	

### 4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Bookmagic	Partially	4.0	2015

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	49218	4707785	200	112097	49418	4819882
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
<b>No Data Entered/Not Applicable !!!</b>			
No file uploaded.			

### 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	151	4	29	2	2	12	119	0	0
Added	0	0	0	0	0	0	2	0	0
Total	151	4	29	2	2	12	121	0	0

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

50 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

#### 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
4.39	5.5	6.5	7.3

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

The Institution has an effective mechanism for the maintenance and upkeep of the facilities, infrastructure and equipments. Funds from the Government, Management and PTA are allocated for the maintenance. The Construction, maintenance and repairing of academic buildings, library, classrooms, electrical appliances of the college are done by management. The College receives grant from the Government under PD account for the purchase of Equipments for Office and Laboratories. Library updates Journals, Text Books, References books and e resources from the Government Funds. The Sports Infrastructure and Equipments are purchased from Government Funds and PTA. The Purchase of equipments and Books are assisted by the Purchase Committee of the College. The Purchase of Computers and accessories it is assured that the installation and maintenance charges are provided by the company, The Funds received from the RUSA Scheme is provided for the Upgradation and repairing of the Laboratories, Construction and Renovation of the existing infrastructure.

<http://nsscollegeottapalam.org/downloads/maintenance.pdf>

### CRITERION V – STUDENT SUPPORT AND PROGRESSION

#### 5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	NSS Kanaka Jubilee, PTA, Venugopalan Nair	40	99400

	Endowment , Chathan athBalakrishnan Nair , Endowmnet Scholarship, Class Proficiency, Scholarship by Prof Jayanthikumari, Jeeva Karunya Scholarship, K.R.Rammohan Endowment		
Financial Support from Other Sources			
a) National	Central Sector Scholarship, Post Metric Scholarship, Suvarna Jubilee Merit Scholarship, District Merit Scholarship, Hindi Scholarship, Jeeva Karunya Scholarship, Aspire Scholarship, C.H. Mohammed Koya Scholarship, Vidyasamunnathi, Sanskrit Schola	163	1450200
b)International	Nil	Nil	Nil
<a href="#">View File</a>			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
NATIONAL WORKSHOP ON SCIENTIFIC GRAPHING AND DOCUMENT TYPESETTING	06/02/2020	45	NATIONAL WORKSHOP ON SCIENTIFIC GRAPHING AND DOCUMENT TYPESETTING
SUN PROJECTION AND MEASUREMENTS WORKSHOP	20/09/2019	9	IIT, PALAKKAD, NATIONAL ACADEMY OF SCIENCES, AND NEHRU MEMORIAL MUSEUM AND LIBRARY, NEW DELHI
MENTORING	10/06/2019	93	DEPARTMENT LEVEL
REMEDIAL COACHING	08/07/2019	85	DEPARTMENT LEVEL
BRIDGE COURSES	12/08/2019	420	DEPARTMENT LEVEL
STUDENT COUNSELLING	27/08/2019	47	Changathi Counselling
ASAP	12/06/2019	35	Kerala Govt. Higher Education Department

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Career Guidance Programme with AMD Palakkad	57	Nil	4	Nil
2020	Career Guidance Programme with Level 3 Institute	Nil	53	8	5
2020	Career Guidance Programme with Logic School of Management	Nil	48	6	Nil

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
2	2	14

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File</a>					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	17	B.A	English	Various Colleges and Universities	M.A English

[View File](#)



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

Items	Number of students selected/ qualifying
NET	5
GATE	1
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Cultural	College	320
Sports	National	12
Sports	University	84
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**5.3 – Student Participation and Activities**

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	JUNIOR National Ball Badminton Championship	National	1	Nil	1ST DC History	Gokulkri shna U
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The college union functions as per the rules and regulations of the University of Calicut. Every year, the union is elected by the students, following the recommendations of the Lingdoh committee. The student's union consists of Chairman, Vice- Chairman, General Secretary, Joint Secretary, Magazine Editor, General Captain, Arts Club Secretary and 2 UUC. Election is conducted by following the parliamentary system. The College Union organizes debates, seminars, workshops and such other functions. It encourages sports, arts and other cultural, educational and recreational activities. Election to the college union for the academic year 2019-20 was conducted on 29th August 2019 in N.S.S. College, Ottapalam. The college union was inaugurated by Mr. K. Jayadevan (President, Pookkottukavu Panchayat) on 10 October 2019 and the programme had film artist Anarkali Marikkar and musician Ralfin Stephen as chief guests. The inaugural session was followed by cultural activities and artistic performances by the students. On 31 October, a book fest was organised by the college union. On 1 November, the union celebrated the anniversary of the state of Kerala as 'Ethnic day' in coordination with the NSS unit and various cultural programmes including 'Thiruvathirakkali' were held. A debate on the topic 'Do clothes have gender?' was conducted on 18, November. Union coordinated with various departments and celebrated Christmas which also saw different competitions and musical programmes. On 1 January 2020, a treasure hunt was organised. College art fest was held on the 21st, 22nd and 23rd of January which was named 'RE-AR(C)T'. The fest was inaugurated by the famous

Carnatic musician Vellinezhi Subrahmanian. College sports day was organised in February with the coordination of the Physical Education department. "Kerala Piravi" Day Celebration, "MADHURAM MALAYALAM- SNEHAKSHARA SANGAMAM", " POTLUCK FIESTA 2020" Food Festival and exhibition cum sale of Handicrafts were some of the remarkable events during the year. Representation of Students on academic and administrative bodies. 1..IQAC 2.RUSA Project Monitoring Unit 3. Anti Ragging Cell, 4. Internal Complaint committee.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of registered Alumni:

No Data Entered/Not Applicable !!!

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

No Data Entered/Not Applicable !!!

5.4.4 – Meetings/activities organized by Alumni Association :

No Data Entered/Not Applicable !!!

### CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 – Institutional Vision and Leadership

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

The NSS Colleges are managed by a Central Committee whose Headquarters are at Changanacherry, Kottayam by periodic visits and monitoring of the progression of the institution in a timely manner. However, the colleges enjoy a degree of autonomy in self governance ably supported by the management. 1..The Principal coordinates all the academic and administrative activities of the college. The smooth functioning of the college is assured through democratic means of participatory management and decentralization of different duties. 2. . The College Council and the IQAC are constituted for regular monitoring of everyday mechanisms as well as for future plans. 3. The Administrative staff of the College is an integral part of the process of governance. 4. Faculty members are given representation in various clubs and committees. Every year the composition of the different committees are changed to ensure a uniform exposure of duties for academic and professional development of faculty members. 5.The important committees and monitoring mechanisms of the College are PTA, College union, Discipline Committee, Anti-Ragging Cell, Grievance Redressal Cell. 6. The departments are given freedom to plan and implement curricular, co-curricular, and extra-curricular activities. the department organises association programs, Seminars, Competence Building programs, and research projects. 7. An effective Tutorial system caters to the individual needs of the students. 8.Students Union play an important role in different activites and reinforces decentralisation

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

No

#### 6.2 – Strategy Development and Deployment

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

Strategy Type	Details
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Industry Interaction / Collaboration	1.PG Departments are collaborated with National Institutes 2. Faculty members are Board of Studies Members of the University Of Calicut. 3.more than 3 Industry Collaborations
Research and Development	1. IQAC organised workshops on E content 3.Two International and 10 National Seminars are organised 4.Field Tours organised by Botany, Zoology, Chemistry, Physics 4. Field Surveys were conducted by Economics and Commerce Departments
Curriculum Development	1. Faculty members are in UG Board of Studies and 2 in PG Board of Studies 2. 1 Faculty is Outstation expert in CBSE UGC NET Commerce and Management 3. Three Faculty members are Research
Admission of Students	University provides a single window CAP. Students are allotted seats on the basis of the merit and choice of the subject. The Nodal Officer acts as the intermediary between the college and the University.
Human Resource Management	2 10 Faculty members are encouraged to participate in more seminars and workshops, 3.Different Clubs and Committes are constituted by Staff Council to ensure academic and administrative experience. 4.College organised one International seminar. 3 National Seminar, one workshop and Science Exhibition by all Science departments.
Examination and Evaluation	Semester examinations are conducted by the affiliated University. College conducts Centralised Model Examination in each semesters Continuous Internal Evaluation process , class tests,assignments, seminars are conducted by departments
Library, ICT and Physical Infrastructure / Instrumentation	1.Digital library with 49418 library books and e resources 2.ICT enabled class rooms for all PG 3. Equiped Common computer lab with internet facility, 4.Language Lab facility

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

E-governace area	Details
Planning and Development	1.College Office Automation include students database,Faculty and staff database. 2. Library automation is by the software Bookmagic
Student Admission and Support	admission to different courses through admission portal CAP .Merit

	list is prepared by the departments and uploaded. The email ids of the Anti Raffing Committee and Squad and Stuent's Grievance Redressal Committee Coordinators are uploaded in the website
Examination	Examination procedures are done online exam fee collection ,attendance, issue of hall tickets etc are done online. The intimation from the University to the examiners, and centralised valuation camps are done online

### 6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
<b>No Data Entered/Not Applicable !!!</b>				
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6.3.2 – Number of professional development / administrative training programmes organized by the University for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Nill	Nill	Nill	Nill	Nill	Nill
No file uploaded.						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Short Term Course in Innovations Rejuvenation	2	12/12/2019	18/12/2019	7
Short Term Course in Soft Skills	4	07/02/2020	13/02/2020	7
Orientation Programme	2	16/10/2019	05/11/2019	21
Orientation Programme	2	10/02/2020	29/02/2020	19

Orientation Programme in NSS	1	06/02/2020	19/02/2020	14
Orientation Programme in NSS	1	05/11/2019	11/11/2019	7
Refresher Course in Mathematics	2	17/08/2019	30/08/2019	14
Refresher Course in Physics	2	03/12/2019	16/12/2019	14
Refresher Course in Commerce	1	10/10/2019	30/10/2019	21
Refresher Course in Environmental Studies 1	1	06/02/2020	19/02/2020	14
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
No Data Entered/Not Applicable !!!			

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Provident Fund, Employees State Insurance, Group insurance Scheme	Provident Fund, Employees State Insurance, Group insurance Scheme	Scholarships, Students Welfare fund, e grants, ASPIRE Scholarship etc

**6.4 – Financial Management and Resource Mobilization**

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

<p>Yes. Audit of the Government Funds and Initiatives are done by the Accounts Audit Section of the Deputy Director of the Collegiate Education Department, Government of Kerala. Conducts external Audit regularly. The Internal Audits are done by the Management. Both Internal and external Audit scrutinise the income and expenditure of the Institution. Important Income sources are Grants by the UGC and the State Governments, Fee sources like tuition fee, Sports fee, etc. Scholarships and egrants by the Government and nongovernment organisations. Important heads of expenditures of our college are as follows. Purchase of Books and Journals, newspapers and magazines etc. Maintenance of infrastructure, laboratory equipments, Computer and accessories, to maintain the Sports infrastructure. the other expenditure heads are to provide financial assistance to the students who participated in the sports and cultural activities.</p>
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6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grants received in Rs.	Purpose

PTA and Management	3601850	Guest Lecturer salary, Electricity, Water charge, maintenance of Infrastructure
No file uploaded.		

6.4.3 – Total corpus fund generated

3601850
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### 6.5 – Internal Quality Assurance System

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

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

6.5.2 – What efforts are made by the University to promote autonomy in the affiliated/constituent colleges? (if applicable)

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

<p>1.PTA supports and provide cash awards to the University Rank holders , Department Toppers and NET/JRF holders, Sports personalities and artists. 2.Merit Fest is conducted by the financial support of PTA 3.The PTA fund is utilised for the students welfare and for the development of departments</p>
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6.5.4 – Development programmes for support staff (at least three)

Provident Fund ,Group Insurance, Employee State Insurance
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6.5.5 – Post Accreditation initiative(s) (mention at least three)

<p>In the First assessment our Institution was accredited with B Grade and A grade at the Second assessment. Our Institution is striving hard to institutionalise and internalise the following values 1.Fostering Global competence among students. 2.Promoting the use of technology 3.Inculcating the research aptitude and value</p>
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6.5.6 – Internal Quality Assurance System Details

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

6.5.7 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Electrol Literacy Program	07/08/2019	Nil	Nil	98
2019	Awariness of Antiragging	21/10/2019	Nil	Nil	450

	and Antiharr assment				
2019	Medical Screening Camp	10/12/2019	Nil	Nil	420
2019	College Counselling Cell Changathi Counselling	27/08/2019	27/08/2019	22/01/2020	47
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## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Womans Day seminar	09/03/2020	09/03/2020	110	9
Aerobics Class	09/03/2020	17/03/2020	45	Nil
Kalaripayattu	02/03/2020	16/12/2020	14	6

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

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

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	5
Scribes for examination	Yes	2

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	Nil	3	10/09/2019	5	Flood Relief Work	Flood relief Works in various parts in Palakkad district	2000
2019	Nil	1	09/08/2	1	Socio	Effect	85

			019		Economic Survey	of Consecutive Floods	
2019	Nil	1	01/07/2019	30	Survey by Commerce Department	Problems Faced by Street Vendors	46
2019	Nil	3	02/09/2019	3	Rebuild Survey	Kerala Government Rebuild Survey	250
2020	Nil	Nil	20/03/2020	7	Distribution of Sanitizer	Distribution of sanitizer made by chemistry department to locals	112
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
College Calender	03/06/2019	Students are oriented to adhere to the code of conduct of University and Institution

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Rebuild Survey	10/10/2019	15/10/2019	200
Exhibition of Handicrafts	14/02/2020	14/02/2020	46
Corona Awareness Campaign	03/02/2020	18/03/2020	87
Distribution of Sanitizer to local community	02/03/2020	20/03/2020	112
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

<p>1. Observing World Environment Day in the Campus and oath taking by students under the aegis of the Nature Club to create ecological awareness. This Day was celebrated by conducting Medicinal Plant Exhibition by Department of Botany</p> <p>2. Department of Botany conducted Poster Competition and Seminar on Protecting Plants and Life. 3. Honey Bee and Bee Rearing was done by Zoology department</p> <p>4. Green Audit was conducted by Nature Club 5. Registration of Zoology Department to Bird Count India</p>
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7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices



This is an area that is ingrained in the foundational principles of the NSS colleges and are expressed in all related parameters like gender equity and sensitivity, ecoconsciousness, management of water resources, promotion of organic farming, waste disposal, facilities for the differently abled, promotion of human values, and professional ethics, patriotism, and national integration. The two best practices of the Institution is in its commitment to the lush, green campus and the social responsibility of students and faculty towards the local community. The Institution has a multi pronged approach in the area of maintaining an eco-friendly campus

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

[http://www.nsscollegeottapalam.org/downloads/best\\_practices.pdf](http://www.nsscollegeottapalam.org/downloads/best_practices.pdf)

### 7.3 – Institutional Distinctiveness

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

The avowed mission of the Institution following the precepts and principles laid by the founding fathers is social emancipation for all through education. The students of our college come mostly from economically backward classes. The institution takes pride in the fact that funds for financial support of needy students are generated from within the college community itself. A number of private endowments from retired faculties, individuals, trusts, as well as government and non government agencies and organisation contribute to support students financially. e-grants for reserved category, PTA funds for students whose income are below poverty line are some of the ways in which an inclusive learning environment have been created in the institution. Peer teaching, Remedial teaching, Walk with a Scholar, Students Support Programme, Additional Skill Acquisition Programme and Tutor Mentor System provide and adequate environment to mould the students according to their interest, aptitude and capability

Provide the weblink of the institution

<httpwww.nsscollegeottapalam.org:///>

### 8.Future Plans of Actions for Next Academic Year

To Construct a New building and renovate the existing laboratories through the sanctioned RUSA funds. To provide more ICT enabled classrooms. To conduct more value added courses and certificates courses To enhance more linkages and collaborations with industrial bodies To improve sports infrastructure To conduct competence development programmes for students and teachers To conduct international seminars and workshops To enhance e-resources and e-contents To conduct online classes To conduct centralized induction programmes for first year students Installation of solar energy power Powered by