SREE SANKARA COLLEGE KALADY

AQAR

2023-24

CRITERION – 6

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.5.3
Quality assurance initiatives of the institution

SREE SANKARA
COLLEGE
KALADY

Academic and Administrative Audit Report 2023-24

2023 - 24

PREFACE

The Academic and Administrative audit (Internal) of the college was conducted on 30.09.2024 & 01.10.2024. The team comprised of the following faculty members:

Prof.(Dr.)Preethi Nair

Department of English

Sree Sankara College, Kalady

Prof.(Dr.)Sumi Mary George

Department of Microbiology(PG)

Sree Sankara College, Kalady

Prof.(Dr.)Mini K.D.

Department of Zoology

Sree Sankara College, Kalady

The audit was conducted to ensure proper documentation of the college's records and achievements and their verification and validation.

Overall Assessment

Prior to the visit, the departments prepared a power point presentation based on the template provided by the IQAC. The audit was conducted in the IQAC conference room, where the Heads of Department presented a report of the activities, achievements of their respective departments. The academic and administrative audit report presents the progressive trend of the college and it's performance.

CONTENTS

1 BRIEF PROFILE OF THE INSTITUTION

Sree Sankara College, Kalady was founded by Swami Agamananda, a social reformer and a foresighted scholar of Sri Ramakrishna Advaita Ashram situated in the banks of river Periyar. The College was established in the year 1954 and was raised to the status of a First Grade College in 1956. The college is affiliated to the Mahathma Gandhi University, Kottayam., The vision & mission of the organization was to establish a Centre of Higher Learning with two major objectives —dissemination of knowledge in tune with a university curriculum and fostering community development. The Institution's mission is "to mould good citizens with ingenuity, adaptability social commitment and ethical values" that can provide innovative leadership in all walks of life. In addition, the vision of Sree Sankara College is "to achieve excellence in higher education, with a stress on, creativity, skill development, employability, personal values and human development." The college has accredited by NAAC with A Grade with 3.2 CGPA on a four point scale in 2024.

The College offers programmes at Undergraduate, Post graduate, Vocational and Research levels. Presently the college has 19 UG programmes including one B.Voc. programme, out of which 5 programmes are self financing, 10 PG Programmes including two self financing programmes. Five departments of the College - Economics, Microbiology, Sanskrit, Chemistry and English are approved Research Centres under the Mahatma Gandhi University, offering PhD programmes. The college is a DDU kausal Kendra centre for conducting Skill oriented B.Voc., Diploma and Certificate programmes

The College has recorded remarkable progress in its aims and objectives in the past years which include significant achievements in co-curricular spheres. A different route the institution traversed was its contribution Sankrit language study and research. The institution gives thrust to Advaita Vedanta - the doctrines of Adi Sankara after whom the institution is named - in the Sanskrit undergraduate and post graduate programmes. The department also publishes a research journal Sadvidya which is in tune with the motto of the institution. The department of Sanskrit in association with Thrikkaikkaattu Swamiyar Madom is involved in disseminating Indian philosophy, Sanskrit language, and literature to common man, through weekly contact classes. The course is designed for three years and the classes are conducted in three batches, with an average enrolment of 70 students every year. The admission is open to all irrespective of caste, creed, gender, and age. Experts including faculty members from the department handle the classes

2. EXECUTIVE SUMMARY

CRITERION 1- CURRICULAR ASPECTS

Sree Sankara College, Kalady is offering 19 UG including 1 B.Voc., 10 PG and 5 PhD programmes. The college is offering one certificate programme and one value added programmes. The college is organizing various programs for enriching curriculum through clubs, cells and forums.

Large number of courses with employability
Offering of elective courses and open courses
More number of value-added courses, certificate courses need to start.
Integration of ethical/gender/environmental aspects into curriculum
Feedback on curriculum from stakeholders

CRITERION 2 - TEACHING LEARNING AND EVALUATION

Catering the need of rural population
LMS should implement effectively.
Faculty members preparing E-content
Preparation and implementation of teaching plans
University ranks in various programmes.
Pass percentage in many programmes to be improved.
45% of faculty members are PhD holders
Faculty representation in Syndicate, Academic council, Board of Studies of the affiliating university and various other universities.

EXECUTIVE SUMMARY

CRITERION 3- RESEARCH, INNOVATION AND EXTENSION

Five Research centres
Good number of research publications
Facilities for research should be improved
Number of extension and outreach activities
Limited MoUs and Collaboration with NGOs and government bodies
Innovation eco system operates in some departments.
Faculty members are undertaking research projects
Good number of Seminars/workshops/Webinars organised.

CRITERION 4- INFRASTRUCTURE AND LEARNING RESOURCES

Enough Space for further development.
ICT facilities.
Adequate infrastructure for classrooms, laboratory and library
Play grounds for football, kabaddi, badminton, and volleyball
Auditorium, seminar halls, with limited facilities.
Computer labs, Studio floor and Audio-Visual room with internet connectivity
Well-furnished and automated library with good collection of books and journals

CRITERION 5 – STUDENT SUPPORT AND PROGRESSION

The scholarships and support programmes are remarkable
Students Union
Grievance Redressal Cell, Anti-Ragging Cell, Anti-Harassment Cell etc
Limited Career and Placement support activities
Good number of co-curricular activities for students
Achievements and medals in Arts and Sports
Alumni contribution in academic programs and institutional development
NSS, NCC and various clubs and forums.

CRITERION 6 - GOVERNANCE, LEADERSHIP AND MANAGEMENT

Proper systems for internal financial audits
IQAC plays a key role with many quality initiatives.
Number of faculties are participating in professional development programs
Supportive and progressive management team
The institutional leadership has always been participatory

CRITERION 7 – INSTITUTIONAL VALUES AND BEST PRACTICES

Gender empowerment activities through Women Development Cell
Hostel for ladies.
Programmes are designed as per the locational situatedness
Green practices are adopted in the campus, Energy and green audit
Co-curricular activities of the students are encouraged by providing platforms to showcase
their talents

Two best practices :-
1. **SMART**- Sree Sanakara Support for Research and Transformation,
2. **Harithamithra**- The eco-friendly club.

AIDED

Department of Botany

All faculty members are Ph.D. holders.
No value added programmes have been offered
Need to conduct bridge courses
Remedial Classes to be conducted more effectively.
Strengthen Tutorial System
No programmes for Advanced learners and slow learners.
Department alumni should be organised.
Need MoUs, and linkages
Arrange seminars, workshops, extension and outreach programms.
The department can help in the landscaping of the college by setting up a cactus garden.

Department of Physics

Offering one add on programme in collaboration with ASAP, Kerala.
Tutorial system to be strengthened
Need to conduct bridge courses and remedial courses
Placement and progression to higher studies need to be improved.
More MoUs and linkages with other institutions can be brought about.
Can be upgraded into a research centre.
More reforms may be brought about in Internal evaluation..

Department of Hindi

All faculty members are Ph.D. holders
One vacancy in the department
Offering one certificate course
Tutorial system implemented in the department.
Remedial courses conducted
Programmes arranged for slow learners and advanced learners.
Students and faculties should do MOOC courses.
Students centric and ICT enabled teaching methods are adopted.
Class PTA s and department Alumni meet are conducted.
Most of the students went for higher studies.
MoUs, Collaborations and Linkages can be effected
Celebrated Hind Day and Birth day of Munshi Premchand
Extension out reach programms should be organised.
Reforms in CIE to be provided
Publication of faculty to be increased

Department of Chemistry

Offering UG, PG, and Ph.D.
DST Fist supported
Academics performance is good
6 faculty members have Ph.D. and three are doing Ph.D.
Offering certificate programme in 'Water quality monitoring techniques'
OBE implemented and practising.
Internal evaluation conducted effectively
Remedial classes conducted.
No enrolment in MOOC, and SWAYAM, other Online courses
Departmental Alumni should be strengthened.
Recommended to make MoUs, Collaborations and Linkages
Good number of Research publications by faculty members.
Effectively using LMS
Department should have some best practices
Number of Invited lectures should be increased

Department of Commerce

Offering 2 UG and 1 PG programmes.
Offering two Value Added/ Certificate Courses.
Academic results for B.Com CA and PG needs to be improved.
Bridge courses and remedial courses are conducted.
Programmes arranged for Slow learners and advanced learners.
Good number of students and faculty members enrolment in MOOC, and SWAYAM courses.
Various Student Centric and Innovative teaching methods are practised.
Class PTA and Alumni are conducted.
Good number of students going for higher studies
Number of NET/SET qualifiers to be improved
Department have 1 MoU and 1 Collaboration
Organised Seminars, Workshops, FDP, Training Programmes and Orientation programmes.
Organised Extension/ Out-reach programmes
Publications of the faculties should be increased.
Students achievements in Sports competitions.
Active role in Initiatives of Innovation Ecosystem

Department of Economics

Offering UG, PG, and Ph.D.
Recommended Industry integrated certificate/short term courses
Pass percentage should be increased.
Recommended Bridge courses, Remedial Courses and programmes for advanced learners and slow learners.
PTA meetings conducted for UG classes
Need to stengthen departmental Alumni
Number of NET/SET qualifiers to be improved. Introduce UGC NET/ JRF Coaching.
More Extension/ Out-reach programmes should be organised
Uniqueness of the department is SWANTHANAM- Providing free noon meal to the needy students on all working days.
The department has a rich repository of question papers.
Has implemented peer teaching in both UG and PG
 Students should be motivated to enroll for MOOC Courses.

Department of English

The AAA proforma of the department is incomplete.
The number of publications of the department has to be increased.
Value added certificate programmes to be introduced.
For continous internal evaluation Open book examinations are introduced.
Results have to be improved both in the UG and PG level.
Guidance should be given to progression to higher studies.
Recommended for Bridge course and remedial courses
Programmes for advanced learners and slow learners.
3 research guides and produced 1 Ph.D.
No of students and teachers enrolling for MOOC should be increased.
Recommended for conducting regular PTA and Alumni meetings.
PTA and alumni register to be maintained.
Recommended for MoUs, Collaborations, Linkages, extension and outreach programmes etc.
The Department has good best practices and clubs like Film club, Pen club. Readers club, Music and
drama club.

Department of History

Value added certificate programmes to be increased
Pass percentage to be improved
Using ICT and e resources.
Reforms such as Film review etc have been introduced as part of CIE.
Tutorial system should effectively be implemented.
Bridge courses to be conducted with a specified syllabus
Slow and advanced learners are to be identified and programmes should be arranged for them.
Students and teachers need to enrol in MOOC, and SWAYAM, other Online courses
Class wise PTA meetings arranged. However feedback not collected from them.
Department Alumni should be formed
Guidance should be given to progression to higher studies.
Recommended for Extension and Outreach programmes
Research output of the department needs to be improved.

Department of Mathematics

Good pass percentage
2 vacancies to be filled
Research contribution of faculty need to be improved
Documentation of CIE is appreciated.
Tutorial system effectively implemented
Recommended for bridge courses and Remedial classes with a prescribed syllabus
Class wise PTA meetings conducted
Good progression to higher studies
Recommended for organising seminars, workshops FDP etc.
ICT enabled classes.
Excellent participation of students in sports and cultural activities
Best practices of the department is, INSPRIT- Exhibition cum cultural fest

Department of Microbiology

Offering only PG and Ph.D. Programmes.
Only Research department in affiliated colleges under MG university and 5 research guides
Bridge Courses are conducting for students from other disciplines.
All faculty members are Ph.D. holders
Pass percentage is 61.5 % which is comparatively low to the previous year.
Students and teachers need to enroll in MOOC, and SWAYAM, other Online courses
Very active department alumni
Recommended for NET/GATE coaching
MOUs with industries and academic institutions must be established
Teachers are using ICT and LMS
As Best practices conducting Journal Seminars by students on Every Thursday
The Department does not have any extension activity.
PTA is conducted only for the senior batch. It is recommended that PTA be conducted for both the batches and feedback be collected.

Department of Statistics

Offering UG from 1993 and PG from 2020
Only one permanent faculty
96% pass percentage in UG, and 70 percentage for PG
2 Months MSc Internships.
Initiatives in OBE
Continuous internal evaluations conducted systematically
Tutorial reports need to be prepared
Bridge courses and remedial classes conducted. Bridge courses have a prescribed syllabus
Class PTA Conducted periodically
Department alumni need to be strengthened
Research output should be improved
Recommended NET coaching for PG classes
MOUs and linkages with industries and academic institutions must be established
Effective use of ICT and LMS in the curriculum

Department of Sanskrit

Offering UG, PG, and Ph.D.
All faculty members are Ph.D. holders
Two faculty members are research guides
Offering Diploma in Yoga Instructor as add on programme.
Good pass percentage
Continuous internal evaluations conducted systematically.
Tutorial system implemented in the department.
Bridge Courses and Remedial courses conducted special classes arranged for slow learners
Three students received ASPIRE Scholarship
Students and faculties enrolment in MOOC.
Implemented various Student Centric and Innovative teaching methods including ICT enabled
Class PTA and Alumni conducted regularly
Most of the students are going for higher studies
Functional MoU with 'Rishi Gurukulam'and collaboration with Swadhyaya Research Foundation and
Thrikkaikkattu Swamiyar Madom Trust

Observed various important days
Conducted seminars and lecture series
Recommended for more research publications
Receives ICPR funding
Journal and book publications from the department.
Maintaining a set of rare manuscripts
Have innovative practices in CIE.
Bridge Courses have a prescribed syllabus and work books are made available.

Department of Zoology

AAA incomplete and not according to the template provided
Out of four permanent teachers, Three faculties have Ph.D. and One doing Ph.D.
One certificate programme in Vermi composting
Efforts in innovating curriculum on a regular basis
Remedial classes are arranged
Conducted Tutorial hours but report not prepared.
Teachers and students enrolled in SWAYAM-NPTEL courses.
Student Centric and ICT enabled teaching methods
PTA conducted.
Department alumni should be strengthened.
Placement activities must be initiated
MOUs with industries and academic institutions must be established.
Research and innovation activities of the department need to be strengthened

SELF FINANCING

Department of Biochemistry

Offering only PG programmes.Two faculty members with PhD
No Certificate, Diploma courses conducted by the department
Various reforms are introduced in Continuous Internal Evaluation
Tutorial system is effectively implemented
Remedial Classes conducted
Programmes arranged for Advanced Learners and slow learners
No enrolment in MOOC
MOUs and linkages with industries and academic institutions must be established
Various student Centric and Innovative teaching methods
Class wise and department wise alumni conducted
Recommended for Career guidance programmes
PTA feedback to be collected

Department of Biotechnology

Offering UG programme and value added programme in Bioinformatics an Computer aided drug designing
Good results. Pass percentage is good with a percentage of 92.3.
Reforms are introduced in Continuous Internal Evaluation
Successfully conducted Remedial Classes
Programmes arranged for slow learners and advanced learners
Good number of students attended MOOC – SWAYAM courses
Student Centric and Innovative teaching methods are introduced
Class PTA Meeting conducted but feedback to be collected
Recommended for starting of Department Alumni
More seminars workshops and career guidance classes need to be organised
Research activities need to be strengthened
Active participation of students in co curricular activities
MOUs with industries and academic institutions must be established

Department of Environment Science and Management

Offering M.Sc. programme only. 4 faculty members in which 1 is with PhD
Pass percentage is good.
 Few students are getting placement.
Tutorial system implemented, Recommended for preparation of tutorial report
Remedial classed conducted
Department Alumni need to be constituted
Usage of ICT/LMS effectively implemented
Research activities need to be improved

Department of Microbiology

Offering UG programme. 4 faculty members one with PhD.
Good result
Tutorial system implemented, Recommended for preparation of tutorial report
Bridge course and remedial programmes need to be organized with a syllabus
Conducted programmes for advanced learners and slow learners
Enrolment of students in MOOC and SWAYAM is appreciated
PTA conducted
Department Alumni Organised
Excellent Progression to Higher Studies
MoUs, collaborations and linkages need to be established
Two Best practices of the department are seminar series and Charity activities

Department of Zoology

Offering B.Voc Renewable Energy Management and Diploma in Solar PV Panel Installation and Maintenance.
3 faculty members.
Students enrollment is less
Conducted one value added Programme
Result needs to be improved
Open Book Test, Virtual Lab Session are introduced as reforms in CIE
Tutorial System implemented
Recommended Remedial classes and bridge courses.
Internship as the part of the curriculum
Class PTA Conducted in all classes
MOUs, collaborations and linkages with industries and academic institutions must be established
Recommended for consultancy with other agencies
Seminars, Webinars and Skill enrichment programmes organised
Effective use of LMS and ICT must be established

4. AUDIT REPORT OF THE ADMINISTRATIVE OFFICE

The records and files are up-to-date and well maintained.
Student applications to be filed subject wise.
Perfect admission register
List of students availing e grantz to be presented in a file. Details to be marked when amount is credited into the student's account.
Year wise TC register to be maintained
Infra-structure and other facilities need improvement
Orientation and motivation programmes and FDP are necessary
Office shall be fully automated

5. AUDIT REPORT OF THE LIBRARY

The library has a wide range of books arranged according to different genres.
The library has a newsletter - Libspace
The shelves are easy to reach and technology is accessible to students and staff.
Provided spacious reading room
Number of rare books.
Orientation programmes for students are conducted
Upgrading to Digital Library
Purchase more e books
Recommended for the purchase of Plagiarism software.

6. OVERALL SWOC ANALYSIS
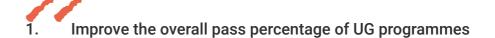
Strength
1. Research Centres
2. Green campus
3. Enough land for future developments
4. Qualified and efficient faculty members
5. Encouraging sports and arts

Weakness
1. Poor results in some departments
2. Less number of MoU
3. Consultancy and industry linkage needs to be strengthened
4. Placement needs to be strengthened
5. Tutorial and Mentor-Mentee system
6. Innovation ecosystem
7. E-resources
8. Renovation of infrastructure especially ICT facilities to be increased
9. No. of publications
10. Funded Projects

Opportunities
1. Scholars, MoUs, Linkages and collaborations
2. Upgrading existing PG Department to Research Departments
3. Publication in Care listed journals
4. More certificate, diploma add on courses
5. MOOC Courses, LMS

Challenges
1. Dismal Funding from government agencies
2. Upgradation and modernization of infrastructure.
3. Limited autonomy in designing curriculum.
4. Insufficient funding for research activities.

7. RECOMMENTATIONS FOR IMPROVEMENT

1. Improve the overall pass percentage of UG programmes
2. Start more add on certificate/diploma programmes
3. Strengthen innovation ecosystem
4. Publication and research are centred in a very few departments. This must be invariably taken up by all the faculty members
5. Due importance to be given to Patent and innovation
6. Introduce more student centric innovative teaching method
7. Organise more Seminars workshops, FDP, training programmes etc
8. Strengthen the Tutorial system/Remedial and Mentoring
9. Entry level marks of students to be noted for remedial classes.
10. Alumni associations need to be strengthened.
11. More Interdisciplinary programmes need to be introduced
12. Increase participation in MOOC, SWAYAM, NPTEL courses.
13. Action plan to be realistic as well as futuristic.
14. Extension programmes to be conducted in nearby schools so as to increase enrollment.
15. Feedback has to be collected from PTA
16. Plagiarism reports for PG and UG would be appreciated.
17. IQAC to give training on SWOC
18. Science departments are recommended open day for the neighbouring schools so that they are introduced and attracted to the college.
19. Proper guidelines to be provided for Remedial, Tutorial and Mentoring.
20. Functional MoUs, Collaborations and consultancy with industries have to be strengthened
21. Creating Research & Development Department to facilitate international cooperative projects & establish Linkages.
22. Career guidance and placement activities need to be strgthend.
23. slow learners' and advanced learners' data should be categorized and arrange programmes for them.
24. All faculties are recommended to use ICT and LMS effectively.
25. Infrastructural facilities should be improved