



## Yearly Status Report - 2018-2019

Part A	
<b>Data of the Institution</b>	
<b>1. Name of the Institution</b>	N.S.S TRAINING COLLEGE, CHANGANACHERRY
Name of the head of the Institution	Dr. Kumari S. Girija
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	04812420481
Mobile no.	9447074031
Registered Email	principalnsstrcy@gmail.com
Alternate Email	sureshkjnsstc@gmail.com
Address	Perunna PO Changanacherry
City/Town	Kottayam
State/UT	Kerala
Pincode	686102
<b>2. Institutional Status</b>	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Semi-urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr. Suresh K J
Phone no/Alternate Phone no.	04812420481
Mobile no.	9447027515
Registered Email	sureshkjnsstc@gmail.com
Alternate Email	principalnsstrcy@gmail.com
<b>3. Website Address</b>	
Web-link of the AQAR: (Previous Academic Year)	<a href="http://www.nsstochry.org">http://www.nsstochry.org</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.nsstochry.org">http://www.nsstochry.org</a>

## 5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
2	B	2.81	2016	19-Jan-2016	18-Jan-2021

## 6. Date of Establishment of IQAC

06-Jul-2005

## 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
Inter-school science quiz competition	21-Jun-2018 1	65
Observation of Human rights day	11-Dec-2018 1	95

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## 8. Provide the list of funds 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
No Data Entered/Not Applicable!!!				

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## 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 :

2

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

[View File](#)

## 11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

1. Observation of Eco week As different from previous years, on the basis of the IQAC initiative an Eco week was observed during the first week of June to make the students recognise the importance of conservatio and sustainable development of our environment. The major activities conducted include observation of World environment day, organic food fest, poster designing competition, exhibition, environment quiz and sapling distribution.

2. Distribution of flood relief materials- A small village in Kuttanad which was affected badly by the heavy flood in 2018 was selected by our institution and were provided with all the necessary food items and other materials worth Rs. 65000.

3. Self-defence training for women- On the basis of the institution's policy to empower women, a training programme was conducted on self defence by the police personnel for the lady student teachers of our college.

4. Felicitation to Ph.D holders. A meeting was organised to felicitate two faculty members, Dr. Revathy and Dr. Sindhu who were awarded Ph. D degree in 2019.

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**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**

Plan of Action	Achievements/Outcomes
1. To initiate the preparatin for the next NAAC reaccreditation process due in 2021.	1. As a part of the preparation for the NAAC reaccreditation process curricular as well as cocurricular activities were enhanced. The major activities conducted were Eco week in the first week of June with World Environment Day celebration, Organic food fest, Poster designing competition, Exhibition, Environmental quiz, Tree sapling distribution International Yoga Day Observation Workshop on Teaching Aids Inter School Science Quiz Competition Distribution of Learning Materials Distribution of Flood Relief Materials Ozone Day Observation Self Defence Training for Women by Police Class on Art and Drama Education Seminar by Malayalam Association Teaching Aids Exhibition Human Rights Day Observation Staff Tour Community Living Camp Felicitation to Ph. D Holders World Water Day Observation
2. To complete the online registration process of the institution in the NCTE portal in time as per the direction of the NCTE.	2. Completed the online registration process of the institution in the NCTE portal in time as per the direction of the NCTE.
3. Faculty members were asked to give practical difficulties experienced in the implementation of the B.Ed curriculum. The suggestions and recommendations will be forwarded to the Board of studies of the university for necessary action	3. Faculty members gave a report on the practical difficulties experienced in the implementation of the B.Ed curriculum. The suggestions and recommendations were forwarded to the Board of studies of the University for necessary action.

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14. Whether AQAR was placed before statutory body ? Yes

Name of Statutory Body	Meeting Date
NSS Colleges Central Committee	26-Jun-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ? No

16. Whether institutional data submitted to AISHE: Yes

Year of Submission 2019

Date of Submission 05-Feb-2019

17. Does the Institution have Management Information System ? No

**Part B**

**CRITERION I - CURRICULAR ASPECTS**

**1.1 - Curriculum Planning and Implementation**

1.1.1 - Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Yes. There is a well planned mechanism in our institution for curriculum delivery and documentation. In the beginning of the academic year there is the distribution of duties to the faculty which enhances the efficacy of the work carried out in the institution. The academic calendar prepared by the faculty gives an overview of various

academic programs that are scheduled month wise. The faculty gets an idea about how to manage various activities of the institution for effective curriculum transaction. Students undergo teaching practice in two sessions which help them prune their teaching skills as well as social skills. The purpose of five day residential community living camp develops civic sense and social skills among student teachers and make them aware of their rights and duties as a citizen. The study tour included in the curriculum provides a platform for the student teachers to get acquainted with the process of conducting a study tour as teachers later. The practical and practicum activities in the curriculum are meant for the over all development of student teachers. The faculty incorporates various ICT oriented strategies and techniques which help in making concepts concrete in the minds of students while transacting the curriculum. There is a house system comprising of four houses which facilitates more effective conduct of activities related to arts and sports. Various clubs functioning in the college viz. Nature club, Film club, Women's cell, literary club, Tourism club etc. are meant for developing the manifold interests of students. The students' union of the college also involve themselves in the conduct of examinations and other activities of the college. There is also scope for developing many values and skills as we conduct thought for the day and association activities in the college. The sports meet and arts festival included in the curriculum are also meant for the over all development of the student teachers.

#### 1.1.2 - Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
nil	Nil	Nil	Nil	Nil	Nil

#### 1.2 - Academic Flexibility

##### 1.2.1 - New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	nil	Nil

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##### 1.2.2 - Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	nil	Nil

##### 1.2.3 - Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	Nil	Nil

#### 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
nil	Nil	Nil

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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
BEd	English, Malayalam, Hindi, Natural science, Physical science and social science	99

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#### 1.4 - Feedback System

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

Students	Yes
Teachers	No
Employers	No
Alumni	No
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

The feedback obtained from students, alumni, parents and employers provide constant review and feedback of various aspects of the institution. The feedback of students on curriculum is collected annually by way of proforma distributed, collected and analyzed. The suggestions thus received are taken into account and relevant ones are intimated to the experts in the university. The feedback on the institution given by the students leads to improvement of the infrastructure and other facilities of the institution. The student feedback on the faculty leads to significant improvement in the teaching methods, strategies etc. There is a mechanism of grievance redressal facility given to students by which they provide constant feedback regarding the various aspects of the institution, curriculum, faculty etc. There is an opportunity for the institution to develop by focusing on the feedback received from various quarters. The Alumni of the institution also provide feedback to principal and teachers in a consistent manner by way of messages, e-mails, phone calls etc., the result of which is improvement of various aspects of the institution. The employer indirectly involves in the over all development of the institution by providing all the infrastructure and other required facilities for teaching and learning. The faculty improvement is enhanced by the opportunities provided to faculty to participate in FDP's, workshops, seminars, conferences.

### 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
Nil	English, Malayalam, Hindi, Mathematics, Physical Science, Natural Science, Social Science	100	546	100

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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
2018	100	Nil	12	Nil	12

#### 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
12	12	14	10	4	10

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

The student mentoring system is very essential for guiding students in the right path. It is given prime importance in the B.Ed course offered by our institution. Our institution has planned, designed and implemented few programmes such as Tutorial system, Grievance and Redressal system, Parent Teachers' Association and Guidance and Counseling Cell for this purpose. The tutorial program is conducted on a monthly basis. The total number of students is divided equally among teachers. A tutorial list is then issued to the teachers, who act as mentors. On the basis of this, tutorial meetings are conducted very promptly by the teachers, once in a month. The meeting commences with the collection of bio-data from the students. Students are provided opportunities to reveal their strength and weakness. They are given every chance to share their thoughts, apprehensions, queries if any by the concerned mentor. Students are free to express their queries related to both curricular and co-curricular activities. They are very effectively handled by the mentor teachers. The Grievance and Redressal Cell functions very effectively in the institution. The cell comprises of the Principal, few teacher and student representatives. Students are provided opportunity to place their grievances in a box which is kept at

accessible point to the students. The confidentiality and dignity of students are given utmost priority by the institution while opening the grievance box. The grievance readdressal cell meets on a regular basis and the problems are solved within 7 days of the reception of the grievances. The efficient functioning of the cell ensures the betterment of the student community and institution. The Parent Teacher Association effectively acts as a support system for the mentoring of students. Parent and teacher representatives function in a combined fashion to know the short comings if any raised by their wards in the meetings organized by the institution. Feedback from parents are taken in a very positive way and used for mentoring the students. The Guidance and Counseling Cell provides services to students and assists them in solving various problem related to their educational, personal and vocational problems. Students are helped to build more resources within themselves and to be self-reliant. Our faculty members voluntarily conduct counseling session and value education sessions to the students. The cell identifies students who require counseling, makes detail counseling sessions with those who are in need of assistance. The data identified from these counseling sessions are used for mentoring the students. The student mentoring system this very effectively functions in the institution.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
100	12	1 : 8

## 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
13	13	Nil	Nil	9

### 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
Nil	NIL	Nil	Nil

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## 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
BE	B.Ed	II/IV	17/07/2019	02/12/2019

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### 2.5.2 - Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Evaluation techniques - The evaluation of student teachers is done by both external and internal assessment mechanisms. The evaluation of each theory course contains two parts - internal semester and external semester examination. The external evaluation is done by the end semester examination conducted by the university. The external evaluation of the practical courses is done by the examination board constituted by the university from time to time. The internal evaluation of theory courses is done by class tests and the related practicum. Two class tests and one practicum is assessed for every course. The internal evaluation of the practical courses is done using appropriate instruments and suitable criteria designed by the university. Other evaluation techniques include oral tests, rubrics, check lists, peer observation rating scale, and task performance indicator. The assessment of student participation in community related activities is done on the basis of Assessment Schedule prepared by the institution. The schedule is comprised of 5 components namely attendance, active participation, responsibility, team work and discipline.

### 2.5.3 - Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Academic calendar is a schedule of all of the events that occur in an academic year. These events may include course commencement date, examination dates, semester break and all the academic events in a very comprehensive manner. It is prepared in accordance with the curricular, co-curricular and extracurricular programme planned by Mahatma Gandhi University, Kottayam to which the institution is affiliated. Before the commencement of every academic year, the staff council meets and plans the schedule of events in a very comprehensive manner. An extensive evaluation is made on the feedback and suggestions offered by the previous batch of students. The staff council consists of the Principal of the college as its President, all teaching faculty, the superintendent and Librarian One among the teaching staff will be appointed as the Staff Secretary and various responsibilities are shared between the staff members A planning committee, chaired by the Principal is constituted. The planning committee prepares the academic calendar very comprehensively, prepares plan of action and the



time table for the academic year. The student council is a democratically selected team of students. One of the faculty members (Staff Advisor) is given the responsibility of monitoring the activities. Student council formulates the general policy and guide the activities of the institution. The activities of each academic year are planned at the beginning of the year. Each faculty member plans the activities of their respective association of the optional class with the help of the students before the commencement of the academic year. Club activities are planned by the faculty in charge of various clubs with the help of the students. An examination committee plans examinations to be conducted for the current academic year and internal marks are published in the college notice board before the commencement of University exam itself. The college calendar is used as a tool to disseminate the action plan. A detail picture of the course regarding the syllabus, basic requirement, scheme of examination, code of conduct etc are given in the college calendar.

## 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)

<https://www.nsstcochry.org/courseoutcomes.php>

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
B.Ed	BEd	English, Malayalam, Hindi, Mathematics, Physical Science, Natural Science, Social Science	99	98	98.99

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## 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)

[https://docs.google.com/forms/d/1GhFXLMqgB73\\_UrVMjGStZ9Z6nULi5DeQXUtu4wvZBc/edit?no\\_redirect&gxids=7628#responses](https://docs.google.com/forms/d/1GhFXLMqgB73_UrVMjGStZ9Z6nULi5DeQXUtu4wvZBc/edit?no_redirect&gxids=7628#responses)

## CRITERION III - RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

3.1.1 - 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
No Data Entered/Not Applicable !!!				

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### 3.2 - Innovation Ecosystem

3.2.1 - 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 Art and Drama	IQAC	19/09/2018
Sustainable Development	IQAC , WWF Nature Club - Bhoomithra	03/04/2019
Divine Motherhood	IQAC Womens Club	15/03/2019

3.2.2 - 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
Nil	Nil	Nil	Nil	Nil

No file uploaded.

3.2.3 - 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
Nil	Nil	Nil	Nil	Nil	Nil

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### 3.3 - Research Publications and Awards

## 3.3.1 - Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

## 3.3.2 - Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
Nil	Nil

## 3.3.3 - Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Education	4	3.84

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

Department	Number of Publication
Education	6

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## 3.3.5 - 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
Nil	Nil	Nil	Nil	Nil	Nil	Nil

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## 3.3.6 - 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
Nil	Nil	Nil	Nil	Nil	Nil	Nil

No file uploaded.

## 3.3.7 - Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nil	Nil	Nil	7
Presented papers	Nil	Nil	Nil	Nil

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## 3.4 - Extension Activities

## 3.4.1 - 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
Donation to Model School	IQAC	13	99
Visit to Balabhavan	IQAC	13	99
Visit to Old age home	IQAC	13	98
Interschool Quiz Competition	IQAC Physcal Science Association	1	30
Pothichoru	IQAC College Union	13	196
Santhwanam - Helping Hand to Kuttanad Flood Affected Persons	IQAC	13	99

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## 3.4.2 - 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
Nil	Nil	Nil	Nil

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3.4.3 - 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
Nil	Nil	Nil	Nil	Nil

No file uploaded.

### 3.5 - Collaborations

3.5.1 - Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Nil	Nil	Nil	Nil

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3.5.2 - 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 institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Development of teaching skills	Teaching skill development	All Teaching Practice Schools	08/08/2018	30/10/2018	99
Development of teaching skills	Teaching skill development	All Teaching Practice Schools	02/01/2019	20/02/2019	97
Internship	Teaching Skill development	School of Pedagogical Sciences	01/06/2018	31/07/2018	1

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3.5.3 - 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
Nil	Nil	Nil	Nil

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
234000	233436

4.1.2 - Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Others	Existing
Classrooms with Wi-Fi OR LAN	Existing

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### 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
Grandha Software	Fully	Academic Version 2.0	2008

## 4.2.2 - Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	6959	623875	12	1030	6971	624905
Reference Books	3922	301510	Nil	Nil	3922	301510
Journals	19	9390	Nil	Nil	19	9390
e-Journals	19	Nil	Nil	Nil	19	Nil
CD & Video	200	42500	Nil	Nil	200	42500

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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
No Data Entered/Not Applicable !!!			

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## 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	40	22	1	1	1	6	7	10	5
Added	0	0	0	0	0	0	0	0	0
Total	40	22	1	1	1	6	7	10	5

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

10 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
357000	356000	233500	233436

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)

An effective administrative system is functioning in the college that monitors the smooth functioning of different programs of the Institution and ensures the optimum utilization of its infrastructure facilities. The technical devices available in the institution like Slide projectors LCD projectors OHPs, DLPs, Interactive projectors, Smart boards, Radio, Television, VCD player, Audio systems, Digital cameras, Handy cams, Lap Top computers, Desktop computers and internet facility are best utilized by the teaching faculty and teacher trainees in teaching and learning. Auditorium is used to conduct general classes, college Union activities PTA and alumni meetings, cultural activities competitions and exhibitions. The multipurpose hall is used to conduct academic discussions general classes and cultural competitions. Seminar hall is used to conduct seminars, workshops and guest lectures. Science methods Laboratories are used to conduct experiments in Science subjects. Counseling room is utilized for giving counseling for needy students. The service of professionally qualified and trained counselors also arranged to meet the purpose. The exhibits in the Social science museum glorify our cultural heritage. Psychological test and equipment are available in the Psychology laboratory, which is effectively utilized by student teachers. Library is

computerized with internet facility, which is utilized by students and staff. Equipments in the Technology laboratory are effectively used in the teaching learning process. Computer laboratory is equipped with sufficient number of computers. Language laboratory is well utilized by English optional students. Computer in the office and principal's room are used for preparing office documents. Tools available in the work experience laboratory are used to make necessary teaching aids and products related to SUPW. Photocopy machines and printers are available in the college which are utilized by staff and students. The Physical education department has facilities for indoor and outdoor games. All classrooms, seminar hall and Auditorium are provided with OHPs, DLPs and computers. Audio visual aids are utilized by the students in the preparation of their practical work. Generators and inverters are available in the college for providing uninterrupted power supply. The establishment of public address system makes it convenient for the principal and faculty to handle situations through announcements

<https://www.nsstcchry.org/facilities.php>

## 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	PTA ,Alumni Awards, Student welfare fund	17	25500
Financial Support from Other Sources			
a) National	E Grants	57	309020
b) International	Nil	Nil	Nil

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#### 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 implementation	Number of students enrolled	Agencies involved
'Kavyaswadanam' -Workshop on creative poetry appreciation	31/01/2019	99	Nil
Class on Yoga	29/01/2019	99	Nil
Class on Yoga	30/12/2019	99	Nil
Class on Yoga	31/12/2019	99	Nil
Developing Teaching Skills through Art	29/12/2019	99	Nil
Mind boosting through Theatre	29/12/2019	99	Nil

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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	Orientation to Competitive Examinations	75	72	45	48

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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
Nil	Nil	7

### 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
Nil	Nil	Nil	Nil	Nil	Nil

No file uploaded.

#### 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	6	B .Ed	Education	Government ,Aided,University	P .G,M.phil

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#### 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	2
SET	12
GATE	1
Any Other	49

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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
Arts Festival	Institution level	99
Inauguration of college Union and arts club	Institution level	94
Christmas Celebration	Institution Level	187
Kerala piravi Celebration	Institution Level	90
Sports Day	Institutional level	99
World water day observation	Institution Level	188

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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	A Grade .Fourth place	National	Nil	2	Nil	Anagha ,shebah Mary paul

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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)

College has a well functioned student council for each academic year .In the beginning of each academic year a student union is formed.The college union is given a prominent role in decision making ,planning of activities and administrative bodies of the institution .The arts and sports fest were conducted by the college union.Various competitions like Inter school and Inter college program mes were organized by the union.the college union has representation in Grievance cell,Library council and all other committees in the college.In addition to college union there are student representatives in various committees and clubs of the institution.Hence college union and other student representatives constitutes the Student Council of the institution.The Student council plays a crucial role in the smooth functioning of the institution .Students have an active representation in all the academic and administrative bodies of the institution.

### 5.4 - Alumni Engagement

5.4.1 - Whether the institution has registered Alumni Association?

No

5.4.2 - No. of enrolled Alumni:

0

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

7000

5.4.4 - Meetings/activities organized by Alumni Association :

The Alumni association of our institution has extended its support for the enhancement of the institutional functioning in the following ways Organizing workshops on various skill development activities. Conducting demonstration classes in the concerned subject area by using different strategies of teaching. Providing scholarships for meritorious students. Workshop on documentary film making 22-12-2016 Demonstration classes by the alumna of PS,NS,Maths,SS,Eng,Mal,Hindi.

## 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 success of an institution is the result of coordinated efforts of all who work towards upkeeping the vision of the institution. Starting on the Management Committee, to the Principal, Faculty and students, all the stakeholders have a role to play in the building of the institution. Our institution focuses on decentralization by extending equal opportunities to all in the functioning of the institution. The Principal is the administrative and academic head of the institution. The college committee is accommodative and encourages all the stakeholders in the decision making of the institution. The governing body finalizes all the outcome and decisions taken in the academic council. Each faculty member plays a part in the framing of the curriculum and academic practices of the institution. Decision making is not monopolized but the collective efforts of all the faculty members The non-teaching staff also lend in their contribution on the administrative front. The college prepares the financial budget at the beginning of every year. The budget is painstakingly prepared by the office under the guidance and supervision of the Principal. The faculty takes stock of the plans for the coming year and submits financial requirements to the Principal. The college works with the aim of contributing to academic excellence through quality education and administering additional input to the students. The college plans for each academic event through regular faculty meetings and student council members also represent the student body in various committees.

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
Admission of Students	The Admission of Students into the B.Ed course is strictly as per the norms of the Kerala government. The Admission Committee ensures smooth communication on matters relating to admission procedures. The students who are admitted have their certificates verified and for those through Management Quota, the interview is conducted by the Interview panel and students are admitted.
Human Resource Management	Participative management and decentralization accommodate the faculty and administrative manpower to contribute to the well being of the institution. In this manner of working, work is delegated to all and not concentrated in one place. The workload is thus balanced. There are distinct committees to concentrate on a particular task. Meetings are held regularly for the faculty and non-teaching staff to enables smooth functioning of the institutional affairs.
Library, ICT and Physical Infrastructure / Instrumentation	The library has an exhaustive collection of books with additions every year. Classrooms are upgraded with an LCD Projector. All the laboratories have facilities for practical work and stock registers are regularly updated.
Curriculum Development	Since its inception, The college maintains quality education by adopting the guidelines of the University Grants Commission (UGC)

	National Council for Teacher Education (NCTE), National Assessment and Accreditation Council (NAAC) and other related statutory bodies. The curriculum for the B.Ed. programme is designed subjects to the norms of NCTE and Mahatma Gandhi University.Kottayam.
Teaching and Learning	Regular faculty meetings enable faculty to share their teaching experiences and streamline the academic proceedings.Remedial Coaching, Preparation of Question Bank for all the courses ensure maximum performance of students.Technology incorporated in the classrooms using LCD makes curricular transactions more interactive
Examination and Evaluation	The college follows the continuous and comprehensive evaluation to ascertain whether all the deep-level objectives have been attained at all times.The academic calendar prepared at the beginning of the year incorporates the dates for the revision and end semester examination. Semesterization ensures better mastery of the Practical work and prevents over-burden.Even though the institution is to follow the affiliating university pattern of examination and evaluation, teachers are at liberty to adopt innovative techniques of evaluation.
Research and Development	Faculty members are motivated to undertake research projects, both major and minor.The Faculty are deputed to attend Capacity Building Workshops and Faculty development programmes, Refresher and Orientation programmes for updating their professional calibre.Papers are presented by Faculty in National and International Conferences and Workshops. Nine members have a PhD, one submitted and one registered.
Industry Interaction / Collaboration	<ul style="list-style-type: none"> <li>• The students prepared and distributed instructional aids to practice teaching schools</li> <li>• Students bring food from home and donate it to those who are starving without food on the sidewalks of Changanacherry. This initiative by students named POTHICHORU (packed rice) started in the year 2015.</li> <li>• Santhwanam is a project where all students raise as much money as they can and donate to the needy</li> <li>• After the flood in august 2018, food packets and assistance was provided to the flood-affected areas of Kuttanad, Kerala by students and teachers of NSS Training College</li> </ul>

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

E-governance area	Details
Planning and Development	The Planning and Evaluation Committee meets to envision and articulate prospective plans for the development and growth of the Institution.Academic transaction implement the use of technology for interactive classroom interactions and for keeping the quality of academic standards of the Institution
Administration	Technology is utilized in office administration for maintaining documents in soft.. Salary bills of staff are prepared on computers. The staff members are enrolled in the government website "Spark" from which service details can be obtained. The student scholarships and grants are collected through e-grants. The registration, management and admission of various scholarships to meritorious students of outstanding performance in the education sector as well as to the students of socially and economically backward categories done online. Institution's Provident Fund System is an online PF management system
Finance and Accounts	The finance committee checks if necessary formalities have been observed in incurring expenses for purchases made. The annual budget is prepared which helps to streamline the budget under different heads such as College Accounts, Examination Accounts and so on.
Student Admission and Support	Students admission is based on state government rules and based on marks obtained by the students in the qualifying examination. Eighty-five per cent of seats are filled through pure merit and others for the reservation category. The students had to apply for admission in the college which was scrutinised by the admission committee and the rank list was published. The rank list was prepared by the institution following the rules prescribed by the university and the government.Publicity and transparency in the admission process are ensured to access equity considering the norms including reservation policies.



<b>Examination</b>	<p>Student performance and achievement is tested and evaluated through internal tests, model examination and evaluation of practicums and practical's. Continuous evaluation through teaching practice class observation, participation in college activities etc. Evaluation by the school mentors during practice teaching. Developed evaluation Pro-forma to evaluate practice teaching classes, Peer teaching, observation of criticism classes and self-evaluation. Writing of reflective journals is part of practical work. Internal marks/grades are published on the notice board thus providing students with the opportunity to raise their grievances if any.</p>
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### 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
No Data Entered/Not Applicable !!!				

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6.3.2 - Number of professional development / administrative training programmes organized by the College 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)
No Data Entered/Not Applicable !!!						

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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	1	23/01/2019	29/01/2019	7

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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
<ul style="list-style-type: none"> <li>• Provisions for doing PhD under FDP programme.</li> <li>• Group insurance (GIS)</li> <li>• STATE LIFE INSURANCE</li> <li>• GPAIP</li> <li>• GPF</li> </ul>	<ul style="list-style-type: none"> <li>• Group insurance (GIS)</li> <li>• STATE LIFE INSURANCE</li> <li>• GPAIP</li> </ul>	<ul style="list-style-type: none"> <li>• Stipend to SC/ST, SCBC and poor forward caste students...</li> <li>• E GRANTS</li> <li>• POST MATRIC SCHOLARSHIP</li> <li>• NATIONAL SCHOLARSHIP</li> <li>• DCE SCHOLARSHIP</li> <li>• FISHERMAN SCHOLARSHIP</li> <li>• STUDENTS INSURANCE BY MG UNIVERSITY</li> <li>• SCHOLARSHIP FOR PHYSICALLY HANDICAPPED</li> </ul>

### 6.4 - Financial Management and Resource Mobilization

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

Yes. The Institution conducts internal and external financial audits regularly. The allocation of funds for various activities is placed before the Purchase Committee and Finance Committee for getting approval and the same is placed before the College Governing Body. The financial internal audited report is submitted to the secretary of the institution and the financial audit report to the Joint Director of Collegiate Education. The details of income and expenditure are subject to internal auditing by the institution has an internal financial audit by the management and external audit from the department of collegiate education and AGS office. The details of income and expenditure of the college is prepared by the accountant of the college for onward transmission to the internal auditing officer through proper channel

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/ Grnats received in Rs.	Purpose			
No Data Entered/Not Applicable !!!					
No file uploaded.					
6.4.3 - Total corpus fund generated					
No Data Entered/Not Applicable !!!					
<b>6.5 - Internal Quality Assurance System</b>					
6.5.1 - Whether Academic and Administrative Audit (AAA) has been done?					
Audit Type	External		Internal		
	Yes/No	Agency	Yes/No	Authority	
Academic	Yes	Directorate of collegiate education Kerala, Deputy dc.Director of collegiate education Kerala.zonal audit	No	Nil	
Administrative	Yes	Accountant general's audit	Yes	Management	
6.5.2 - Activities and support from the Parent - Teacher Association (at least three)					
<p>1. Parent-Teacher Association plays an active role in the academic affairs of the Institution. 2. Parents lend their support to the conduct of community-related programmes of the Institution. 3. Parents take part in the decision-making process and lend their expertise towards the smooth functioning of the Institution Active participation in PTA meetings 4. Poor aid fund. 5. Merit awards for college topper and class topper from each optional</p>					
6.5.3 - Development programmes for support staff (at least three)					
<p>1. Sending staff members for In-service courses 2. Periodical interactions by the management 3. Orientation for effective office administration 4. Retreat for personal development</p>					
6.5.4 - Post Accreditation initiative(s) (mention at least three)					
<p>6.5.4 - Post Accreditation initiative(s) (mention at least three) The IQAC of the college took up the following plan of action for quality enhancement for the academic year 2018-19. 1. To initiate the preparation for the next NAAC reaccreditation process due in 2021. 2. To complete the online registration process of the institution in the NCTE portal in time as per the direction of the NCTE. 3. Faculty members were asked to give practical difficulties experienced in the implementation of the B.Ed curriculum. The suggestions and recommendations will be forwarded to the Board of studies of the university for necessary action.</p>					
6.5.5 - Internal Quality Assurance System Details					
a) Submission of Data for AISHE portal	Yes				
b) Participation in NIRF	No				
c) ISO certification	No				
d) NBA or any other quality audit	No				
6.5.6 - 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
2018	Observation of Human rights day	15/03/2019	11/12/2018	11/12/2018	95
2018	Inter-school science quiz competition	15/03/2019	21/06/2019	21/06/2019	65
2018	YOGA DAY OBSERVAION	15/03/2019	21/06/2018	21/06/2018	99
<a href="#">View File</a>					
<b>CRITERION VII - INSTITUTIONAL VALUES AND BEST PRACTICES</b>					
<b>7.1 - Institutional Values and Social Responsibilities</b>					
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	
Self-protection for women	14/09/2018	14/09/2018	90	Nil	

Womens Day	15/03/2019	15/03/2019	98	12
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## 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**

The environmental day was celebrated on 5th June 2018, Dr. Anil Kumar Associate Professor, N.S.S. Hindu college addressed the students. A documentary 'Haritha Drisyangal' was screened on that day to make the students aware of the importance of environment protection. Food fest 'Natturuchi' was also arranged as a part of the celebration of environmental protection awareness week which was conducted from 5/06/2018 to 12/06/2018. World forest day was conducted on 21.03.2019 and world water day was conducted on 22.03.2019. These programmes were conducted to develop the environmental consciousness of the students.

## 7.1.3 - Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	Nil
Provision for lift	No	Nil
Ramp/Rails	No	Nil
Braille Software/facilities	No	Nil
Rest Rooms	Yes	Nil
Scribes for examination	Yes	Nil
Special skill development for differently abled students	Yes	Nil

## 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	1	1	28/01/2019	5	Community living camp	Social Issues	111
2019	1	1	30/01/2019	05	Visit to old age home	Mental illness	111
2019	1	1	30/01/2019	05	Visiting BalaBhavan	Addressing the need of the Orphan children	111

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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 calendar for the year 2018-2019	04/06/2018	The College calendar of our institution highlights the code of conduct to be followed by the student teachers inside the campus. It also gives a schedule of the academic activities of the college.

## 7.1.6 - Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Food Exhibition was conducted and the amount collected was given to the needy students of Model school	07/06/2018	07/06/2018	113
Environmental Day Celebration	05/06/2018	12/06/2018	113
Guruvandanam	05/09/2018	05/09/2018	113
Gandhi Jayanthi observed by cleaning the campus	02/10/2018	02/10/2018	112

[View File](#)

## 7.1.7 - Initiatives taken by the institution to make the campus eco-friendly (at least five)

- World environment day was celebrated in the college ,
- Observation of World Forest day
- Documentary "Haritha Drisyangal" -An environmental awareness programme
- world water Day observation
- Clean campus organized as a part of Gandhi Jayanthi.

## 7.2 - Best Practices

### 7.2.1 - Describe at least two institutional best practices

I. Title of the Practice: ACADP - A Coin a Day for the Poor  
 Objectives: • To help the downtrodden of the society • To make the student teachers act as social engineers • To instill in the mind of student teachers a spirit of social commitment • To train them as good citizens  
 Details ACADP, A Coin a Day for the Poor programme to help the poor people of the society by generating a fund through the daily contribution from students and staff which helps the pupil to think and save for the weaker and socially deprived people of the society. The amount collected through this is donated to the weaker section of the society every year.

II. Title of the Practice : LEP- Learning Empowerment Programme  
 Objectives: • To help the economically backward students of model school • To motivate the school students • To give practice for the student teachers how to organize a programme  
 Details Learning Empowerment Programme (LEP) supply of learning aids like note books, instrument boxes to economically backward students of the model school. Conducting quiz competitions involving students of neighboring schools and rewarding the winners with cash prizes and certificates.

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

<https://www.nsstcchry.org/activities.php>

## 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

N.S.S.Training college ,Changanacherry is one of the pioneer educational institution which started functioning in 1954 under the management of Nair Service Society, a registered charitable society founded in the year 1914 by late Mannath Padmanabhan, the legendary, social reformer, educationist and visionary. The institution is affiliated to Mahatma Gandhi University ,Kottayam. Our founder has realized the significance of education as the growth of any community for that he approached the wealthy class to collect money to commence educational institution and persuaded people to donate land for the purpose. The vision of our founder to serve the downtrodden of the society and empower the weaker and marginalized people in the community is put in to practice by our institution through these programmes. We believe that these activities act as a catalyst in empowering the student teachers to lead the community as well as to serve the community. Areas of Distinctiveness

- The college has developed a clear vision, viz, 'Vidya Viniyogaath Vikas' the meaning of which is progress results from proper application of knowledge. Being a teacher education institution, the student teachers of our institution are provided with a wide variety of activities to gain knowledge and apply it appropriately. They become future teachers to prepare school students and to serve the nation as ideal citizens. Thus the vision is clearly put in to practice in our institution.
- Activities such as ACADP, A Coin a Day for the Poor
- Teaching Empowerment Programme (TEP) supply of teaching aids to schools in the campus.
- Learning Empowerment Programme (LEP) supply of learning aids like note books, instrument boxes to economically backward students of the model school.
- 'Santhwanam'-visiting Orphanage and old age home, supply food, clothing, learning materials and donations, conducting classes and cultural programmes at the orphanages,
- 'Pothicor"-Noonmeal programme for the poor in the street.

Provide the weblink of the institution

<https://www.nsstcchry.org/activities.php>

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

- To strengthen community extension activities
- To conduct more seminars and workshops in the college
- Preparation of NAAC reaccreditation process.