YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution St. Dominic's College, Kanjirapally

- Name of the Head of the institution Dr. Seemon Thomas

- Designation Principal

- Does the institution function from its own campus? Yes

- Phone no./Alternate phone no. 04828234340

- Mobile no 9495325341

- Registered e-mail principalsdc@gmail.com

- Alternate e-mail principal@sdck.in

- Address Parathode P O, Kanjirapally

- City/Town Kottayam

- State/UT Kerala

- Pin Code 686512

2.Institutional status

- Affiliated /Constituent Affiliated

- Type of Institution Co-education

- Location Rural

- Financial Status　　　　　　　　　**UGC 2f and 12(B)**

- Name of the Affiliating University　　**Mahatma Gandhi University Kottayam**

- Name of the IQAC Coordinator　　**Prathish Abraham**

- Phone No.　　　　　　　　　　**04828234340**

- Alternate phone No.　　　　　　**8157896479**

- Mobile　　　　　　　　　　　**9447090869**

- IQAC e-mail address　　　　　**iqac@sdck.in**

- Alternate Email address　　　　**iqacstdominics@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)

https://sdck.in/aqar-reports/AQAR%202019-2020.pdf

4.Whether Academic Calendar prepared during the year?　　**Yes**

- if yes, whether it is uploaded in the Institutional website Web link:

https://sdck.in/iqac/Academic%20Calendar%202020-21.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 3	**A**	**3.10**	**2017**	**28/03/2017**	**27/03/2022**
Cycle 2	**B++**	**3.24**	**2007**	**10/02/2007**	**09/02/2012**
Cycle 1	**Three Star**	**Nil**	**2000**	**07/02/2000**	**07/02/2005**

6.Date of Establishment of IQAC　　**01/09/2004**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	**Nil**	**Nil**	**Nil**	**Nil**

8.Whether composition of IQAC as per latest NAAC guidelines　　**Yes**

- Upload latest notification of formation of IQAC
  View File

9.No. of IQAC meetings held during the year   4

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?   Yes

- If No, please upload the minutes of the meeting(s) and Action Taken Report   No File Uploaded

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?   No

- If yes, mention the amount

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

Guided the college in equipping with online education through trainings, workshop and student support measures with the participation of all stake holders

Ensured that the functioning of the college is effective as usual amid the pandemic situation, with proper conduct of student surveys, data collection, support measure through charity and counseling

1 B.Voc Course , 1 M.Voc Course and a New Generation Course in Financial Markets were sanctioned to the college.

Conducted seminar and webinar on New Education Policy by Govt of India as well as on NAAC accreditation process, Research Methodology and entrepreneurship along with other academic webinars

Started new add on programmes by departments as well as on communication and ICT Tools.

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

Plan of Action	Achievements/Outcomes
Awareness and Implemantation of Online Education	Online Workshops Conducted on Online Eduactional Methods and Tools. Faculty and students are made aware of these tools. Updated the facilities of the college in accordance with the need of online education, Ensured that students have enough facilites to particpate in online classes
Enhancement of Research and Development	Purchased of Research equipments under FISTfund of DST and started the functioning of Science Research Lab. More teachers registered for research. Initated the process for getting more research Departments. Webinars of Research Methodology
ICT enabled teaching and use of e resourses	Due to COVID pandemic related lockdown, the entire academic year was on online mode. This was done with ICT support as well as use of various e resourses
Implemening Outcome Based Eduactional Techniques.	Programme and Course outcomes are framed by deaprtments and uploaded in Website. Students are made familiar with these outcomes.
Awarenes Programme on NEP 2020	Done with Seminar and webinar on the topic.
Introduction of certificate and add on courses	Departments framed the syllabus for new add on courses and started classes
Promotion to co- curricular and extra-curricular programmes	Enhanced performance in sports and games as well as intercollegiate competitions

13.Whether the AQAR was placed before　　　No

statutory body?

- Name of the statutory body

Name	Date of meeting(s)
Nil	**Nil**

14.Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	St. Dominic's College, Kanjirapally
• Name of the Head of the institution	Dr. Seemon Thomas
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04828234340
• Mobile no	9495325341
• Registered e-mail	principalsdc@gmail.com
• Alternate e-mail	principal@sdck.in
• Address	Parathode P O, Kanjirapally
• City/Town	Kottayam
• State/UT	Kerala
• Pin Code	686512
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural
• Financial Status	UGC 2f and 12(B)
• Name of the Affiliating University	Mahatma Gandhi University Kottayam
• Name of the IQAC Coordinator	Prathish Abraham

• Phone No.	**04828234340**
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• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

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13.Whether the AQAR was placed before	No

statutory body?

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020	31/01/2020

15.Multidisciplinary / interdisciplinary

St. Dominic's College, being affiliated of Mahatma Gandhi University is bound to follow the curriculum and syllabus of the university. However the institution adapts and implements the directions taken by university in tune with the changes that take place in the field of education. Within its sphere of freedom the college tried to develop an interdisciplinary / multidisciplinary academic approach. The provision of open courses and choice based courses in UG and elective courses in PG open the doors for Inter/multidisciplinary approach. One course in every UG programme is entirely on Environmental issues and Human Rights. The provision of common courses in languages will help to install literary skills along with creation of artistic, cultural and humane thoughts. The institutional bodies conduct curricular and co-curricular seminars and workshops of interdisciplinary nature. The provision of Add on and Certificate courses by the departments add more space to multi displinary studies. There is a strong academic collaboration between DST -FIST funded departments of the institution, in implementing and introducing interdisciplinary projects. Each and every department organizes programmes, which will benefit students of other disciplines too. A multidisciplinary online journal titled Reflection was published by the college that promotes diverse research activities. Apart from the college makes special initiatives form conducting add on courses of mandatory nature, in communication and computing areas.

16.Academic bank of credits (ABC):

The college is being an affiliated institution, can only follow the instructions of affiliating University in the implementation

of Academic bank of credits. A nodal officer is appointed to follow the instructions from higher authorities and to take appropriate measures. Teachers are instructed to give awareness to students on the concept the Academic Bank of Credit. The college is a local chapter of SWAYAM NPTEL and students are encouraged to enroll in various courses. This will help the students when the Bank of credit is implemented at college level. Students are also being informed about National Academic Depository. Efforts are being taken by the institution to promote academic collaborations between colleges for introducing Add on courses jointly. The institution aims to be part of the Academic Bank of Credits once the institution gets an autonomy status thereby securing the right to award Degrees.

17. Skill development:

Skill development has become an integral part of teaching learning process in higher institutions. Realizing the need of skill based education, St. Dominic's College also included measures for improving the multi dimensional skills of our students, even though being restricted to follow university curriculum. Through the Seminars, Assignments, Projects and Field visits the soft skills like presentation skills and interview skills, general language skills and writing skills are integrated into the curriculum. Skill training programme and courses in various fields are offered by the Departments, HRD Cell, Women Empowerment Centre, Innovation and Entrepreneurship Cell (IEDC), Additional Skill Acquisition Programme (ASAP). The college conducts special programs for enhancing the Communication and IT Skills through targeted programmes. The artistic and sports programmes and other club and association activities are directed at developing various Life skills and cultural skills along with the co-curricular and extra -curricular ones. Being a local chapter of NPTEL, students are encouraged to follow skill based courses.

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

The Indian Knowledge system and tradition is given utmost importance at the institution.

Courses based on Indian language and culture is offered in Malayalam and Hindi languages and literatures; Malayalam is employed to teach science and social science subjects as part of the multilingual approach of the institution and also in administrative purposes. The Hindi Department, even being a

single faculty department conducts various programmes for popularization of Hindi. The value education programme conducted annually inculcates into the students a deep sense of human values which is an integral part of traditional Indian education system. By Nurturing a herbal Garden, we are providing the pieces of valuable knowledge about Indian medicinal system to students. The institution also takes effort to integrate the Indian tradition and culture through celebrating days of National importance as well as national festivals like Holi along with regional festivals. The History Department conducts field visits in histrionically important places while other departments arrange visits to institutions of National Importance. Special Programmes are included under best practices to inculcate the sense of Nationalism and Pride among student community.

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

The College follows the syllabus of affiliated university which not fully outcome based. Yet the college by itself framed outcomes for the programmes and courses offered by us. Under the initiative of IQAC, these Programme Outcomes, Course Outcomes and Programme Specific Outcomes have been incorporated into the teaching-learning process. Students are made aware of Outcome based educations and attainment of outcomes, through orientations right from the time of admission. The attainment of outcome is monitored through the continuous evaluation committee constituted by the college. The academic software is constructed in a way that the outcomes can be evaluated as and when the affiliated University decides to implement it. Teachers are encouraged to be updated on outcome based approach through participation in various seminars, workshops and induction programmes by HRDC.

20.Distance education/online education:

St Dominic's College being a non autonomous institution cannot offer distance education by its own, but the possibilities of online education are utilized, especially from pandemic period onward. As a first step, the institution ensured the availability of online facilities and gadgets to all its students, with the support of management, teachers, alumni and well wishers. IQAC organized digital teaching training for teachers to enable them with online resources and platforms. The institution updated its website, Wi-Fi facility, computer labs and upgraded Information Communication Technology. International and National seminars have been organized in the online mode facilitating wide spectrum knowledge exchange. Many faculty members have attended Faculty Development Programmes in the online mode. After pandemic period,

we are moving forward with the blended learning mechanism to meet the requirements of the fast changes brought about in the field of education. The College is a local chapter of NPTEL, participation in MOOC Courses are encouraged and the usage of e-resources and knowledge bases are enhanced.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	608

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

2.Student

2.1 Number of students during the year	1568

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

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	333

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

2.3 Number of outgoing/ final year students during the year	504

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

3.Academic

3.1	**83**
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	**83**
Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution

4.1	**55**
Total number of Classrooms and Seminar halls	

4.2	**220.6**
Total expenditure excluding salary during the year (INR in lakhs)	

4.3	**105**
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The College ensures that the curriculum prescribed by affiliated university is effectively delivered and monitors its implementation in tune with vision of college. Detailed plans are made by the departments for the effective curriculumtransaction. Academic coordinators ensure that time table is followed and nullify free hours. Along with lecture method, innovative teaching methods such as group seminars, video lectures, case studies, mini project, assignments, discussions, workshops and industrial visits are followed. Assessment is made by Continuous Internal Evaluation and outcomes of the curriculum transaction are assessed regularly.

Each student is given a copy of the course plan and academic calendar. Allocation of the subjects to the faculty is done taking into consideration, the faculty qualifications, subject specialization, experience and Feedbacks of previous years. Invited lectures, Industrial and field visits are organized. Periodical feedback is obtained from the students on teaching. Teachers submit monthly reports to department heads on curriculum delivery. Head of the Departments review the teaching-learning process, academic progress of the students and to address grievances. Faculty members are members of the Board of Studies of the university and Autonomous Institution, as well as course restructuring and revision committees and Question paper setting committees constituted by affiliating University.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	[NIL](#)

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

Being an affiliated college without autonomous status, the Academic Calendar prepared by the parent university is followed by the college. In tune with the academic calendar, the college designs internal timetables, delivers curriculum, and continuously evaluates the teaching and learning process. Exams are conducted as per the schedule (Mahatma Gandhi University Examination Calendar) given by the university. A committee is specifically constituted for internal examinations, and another one is established to ensure that continuous evaluation is done on campus. The college communicates all messages from the university to the student community and makes them prepare for examinations. The examinations are conducted in a smooth and transparent manner. Internal evaluations are done by the college as per a schedule decided by the college council. The timetable, exams, and result publications are done based on this schedule. The implementation of this schedule is carried out by the Internal Exam Committee and the Continuous Evaluation Committee. The dates for reexamination can be decided by the departments. The results are uploaded to the university website as per directions from the university. Advanced and slow learners were identified and are handled effectively for ensuring enhancement in performance.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	NIL

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	A. All of the above

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

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

19

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

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

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

`5`

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

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

`161`

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

1.3 - Curriculum Enrichment

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

`A total of 70 courses offered in the five-year period are related to gender, environment, human values, and professional ethics. In addition, the college offers certificate programmes, skill enhancement courses, and value-added courses to add skills and orient students towards professional ethics. Courses in feminism and women's literature are included in the curriculum of BA English and in modules of the Common Course. A course on environmental studies and human rights has been incorporated into the fifth-semester UG syllabus of all programmes. The Departments of Botany, Agriculture Technology, and Food Science offer various courses on the environment and sustainability. On-campus green initiatives include an herbal garden, a butterfly garden, a botanical garden, and vermin composting units and training. The Nature Club organises nature camps, field trips, and study tours to ecologically significant locations. The open course offered by the departments for Semester V students deals with most of the`

cross-cutting issues. The institution offers valuable enrichment classes to all the students through classes and training programmes. Projects with a special focus on cross-cutting issues have been completed by various departments. Value education classes are conducted on a regular basis.

File Description	Documents
Any additional information	[View File](#)
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	[View File](#)

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

19

File Description	Documents
Any additional information	[View File](#)
Programme / Curriculum/ Syllabus of the courses	[View File](#)
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	[View File](#)
MoU's with relevant organizations for these courses, if any	[View File](#)
Institutional Data in Prescribed Format	[View File](#)

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

504

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://sdck.in/iqac/Feedback%20on%20Curriculum%202020%20-21.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://sdck.in/iqac/Feedback%20on%20Curriculum%202020%20-21.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

582

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

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

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

301

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

2.2 - Catering to Student Diversity

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

The college ensures that slow learners are supported and advanced learners are motivated for enhanced performance. Bridge courses and induction programmes conducted before the commencement of regular classes helps to identify the weak students are initially identified and monitored from the beginning. Remedial sessions are provided to support slow learners. Class study groups are formed with an advanced learner as the leader. The previous year's university question papers are available online through the website. Students are assigned a teacher-mentor who is responsible for their academic guidance and personal counseling. Counseling Cell, with the service of an external professional counselor helps students deal with issues of depression and stress.

The college fine tunes advanced students with projects, paper presentations or publications, and participation in seminars, workshops, seminars, invited talks, and so on. They are also motivated by online courses and MOOCs. They benefit from electronic resources from the college library. Merit Day is organised annually to honour the achievements of students. They are supported with various scholarships and endowments. The PG

departments conduct coaching and orientations for national-level exams. They are charged with conducting academic programmes and peer teaching to fine-tune their abilities.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	View File

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

Number of Students	Number of Teachers
1568	**84**

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

All students had to complete a project as a part of the syllabus. They are also supported by field trips, industrial visits, nature camps, job training, and internships that expose students to the workplace and allow them to understand and apply concepts. Open/choice-based courses, add-on courses, etc. impart experiential learning and prepare students for diverse career options. The Innovation and Entrepreneurship Development Cell helps to impart innovative skills. The DST-supported research lab and well-equipped laboratories facilitate experiential learning. Students are encouraged to organise quizzes, group discussions, debates, interactions, etc. among themselves. Short films, dramatic performances, and role-plays; university-college or department-level programmes Study groups, peer teaching, debates, and subject quizzes all ensure participative learning.

ICT-enabled classrooms, language and audio-visual rooms, and technology-assisted teaching and learning through virtual platforms enhanced the mode of learning to higher levels. The design of online magazines, brochures, and posters using digital knowledge allows students the scope to explore and apply their ICT skills. Students are guided to develop e-content and present

seminars using PowerPoint. They are encouraged to participate in online courses like SWAYAM, NPTEL, etc. It is also ensured that their skills are also improved through various activities, thereby improving their career prospects.

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

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

The college ensures that faculty and students adapt themselves to the changing digital needs of society. A Wi-Fi-enabled campus creates an environment conducive to virtual learning. The college has 15 ICT-enabled classrooms equipped with LCD projectors and laptops, a computer lab with 50 computers, a language lab, and a digital library with 20 computers, as well as computer facilities in departments for projects, experiment assessment, submission of assignments, etc. Faculty and students are encouraged to take up MOOC courses and attend training programmes, workshops, and seminars related to the use of ICT. Lecture halls, conference halls and seminar halls are provided with ICT amenities to facilitate the smooth conduct of invited talks, workshops, and seminars

Faculty use Google Classrooms for sharing study materials and recorded lectures. YouTube videos, movies, film strips, PowerPoint presentations (PPTs), and video recordings are used for effective course delivery and for conducting online assessments. Online submission of assignments and ICT-based seminar presentations by students are also encouraged. The College Library has been automated and facilitates access to the N-LIST, online publications, and e-resources. Students are guided toward e-content development. DeQ software by IPSR is implemented to aid academic management.

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

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

83

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

2.4 - Teacher Profile and Quality

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

83

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

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

13

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

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

2.4.3.1 - Total experience of full-time teachers

456

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

2.5 - Evaluation Process and Reforms

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

The Continuous Evaluation Committee, headed by a senior faculty member, works with the Examination Committee and departments for effective monitoring of the continuous evaluation process. Students are evaluated on a continuous basis through mandatory internal theory and practical examinations, class tests, assignments, seminars, and viva voce. Through additional hours, the syllabus is completed as soon as possible so that revisions and extra coaching can take place. Before the university examinations, model examinations are given to all classes. Two internal exams are conducted in a semester, and re-examinations are given to needy candidates as and when required. Class tests and revision tests are conducted on a regular basis.

The internal examinations are conducted on par with university

examinations in the selection of questions and mode of conduct. Malpractices are prevented, and standard valuation is ensured. Exam dates are fixed in the academic calendar, and time tables are published well in advance. Based on the assessments, proper remedial measures are also initiated. Based on their performance, remedial coaching and tutorial sessions are given to slow learners. The internal examination committee implements and conducts examinations, while the continuous evaluation committee ensures proper follow-ups.

File Description	Documents
Any additional information	View File
Link for additional information	https://sdck.in/internal.php

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

The internal examinations are evaluated as per schedule, and the teachers distribute mark lists personally to the students with proper suggestions and corrections. The internal marks for examinations, assignments, seminars, and presentations are allotted based on the rules framed by the university. The internal marklists are signed and verified by the students before they are uploaded to the university site.

In case of any grievances about the CIE processes, the three-tier hierarchical procedures are followed by the college as stated in the college handbook. Grievances about the Continuous Internal Evaluation Procedures are taken seriously, and redressal measures are initiated by the student's concerned department. The unresolved matters are forwarded to the Grievance Redressal Committee, chaired by the principal. If satisfactory measures cannot be implemented, then the complaint can be taken to the University for Proper Action. The Examination Cell and the Invigilation Squad, which constituteevery academic year, play an active role in the smooth conduct of all the internal examinations.CCTVs are regularly checked and maintained, as they work as proof and help to record any malpractices or other difficulties faced by the students during the conduct of internal examinations.

File Description	Documents
Any additional information	View File
Link for additional information	https://sdck.in/internal.php

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The POs, PSOs, and COs for the programmes offered by the institution based on the syllabus framed by the Mahatma Gandhi University are designed by the college and uploaded on the college website. Teachers are instructed to be familiar with the POs, PSOs, and COs of their courses and are entrusted with communicating them to students. The IQAC encourages faculty to participate in seminars, FDPs, and workshops related to outcome-based education as well as in syllabus revision workshops conducted by the university. Orientation Programmes are organised at the college and department levels prior to the start of the course to communicate the details of POs, PSOs, and COs to students.Class teachers periodically discuss the outcomes during the tutorial hours to keep studentsinformed of the scope and extent of the discipline and future opportunities and make sure that all the students have a clear idea about the POs, PSOs, and COs of their programmes. During class, the faculty in charge of a particular course explains the COs in detail. The fulfillment of the objectives of the programme is measured through satisfaction surveys of stakeholder groups and academic and administrative audits.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://sdck.in/aqar-reports/OUTCOMES%20FINAL%20PDF.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

Program outcomes and program-specific outcomes are accomplished through curriculum. POs and PSOs for all programmes and COs for

each course are assessed for their attainment through internal and external methods. The COs are kept as the core, based on which the questions for the internal examinations and topics for assignments are framed, and the attainment is assessed from the answer scripts. Continuous assessment through seminars, assignments, viva-voce, and projects helps evaluate the attainment of learning outcomes. Reports of internships and on-the-job training, data on pass percentage, the progression of students to higher studies and placement and feedback help assess the attainment of learning outcomes. The department determines the cut-off percentage for various courses' CO attainment. Course outcomes of UG programmes are evaluated using indirect grading, whereas course outcomes of PG programmes are evaluated using direct grading. These PSOs are measured using the weighted average method with grade points on a scale of 10. Using this weighted average, the percentage for the attainment level for outcomes is assesed

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://sdck.in/internal.php

2.6.3 - Pass percentage of Students during the year

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

445

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://sdck.in/results.php

2.7 - Student Satisfaction Survey

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

https://sdck.in/iqac/Student%20Satisfaction%20Survey%202020%20-%2021.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

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

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

3.1.2.1 - Number of teachers recognized as research guides

1

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

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

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

4

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

3.2 - Innovation Ecosystem

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

The institution focuses on innovation of all sorts—academic and entrepreneurial. With the promotion of research and the conduct of workshops and seminars on the latest trends in each discipline, the college keeps its faculty and students updated on changes and encourages them to come up with innovative thinking and outputs. Research methodology workshops, exposure to recent developments in science and technology, and innovative multidisciplinary approaches in the fields of humanities and science are the major focus areas of the collaborative initiatives. The introduction of a science research lab with the support of DST accelerates this process.

The Innovation and Entrepreneurship Develoment Center (IEDC) fosters students' first-hand experience and encourages self-reliance, experimentation, innovations, and entrepreneurship skills by providing infrastructure, mentoring space, and learning ecosystems. Through this platform, students and teachers can interact with various stakeholders, like local communities, industries, and other academic institutions, and get empowered through quality training and workshops. Students actively participate in programmes conducted under the Young Investors Program (YIP) and programmes organised by the Kerala Startup Mission. The Agriculture Technology and Agro Food Processing Vocational Courses are being introduced with the goal of bringing about innovative changes in the agricultural sector, which serves as the region's backbone.

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

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

8

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

3.3 - Research Publications and Awards

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

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

0

File Description	Documents
URL to the research page on HEI website	https://sdck.in/randd.php
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	[View File](#)
Any additional information	[View File](#)

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

21

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

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

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

0

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

3.4 - Extension Activities

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

The college is implementing its extension activities through NSS, the Charity Club, the Population Education Club, the Physical Education Department, and all other departments. This is an essential component of the college's Kauthal Program. Noon Meal to Destitutes; Kit preparation for COVID-affected people; Koodeyund SDC; Koodeyund NSS; COVID Relief Activities; World Environment Day Celebrations; and Plant It with SDC are among the activities 200 tree saplings planted under this campaign. An awareness poster for the International Day Against Drug Abuse and Illicit Trafficking was distributed. World Senior Citizens Day, August 2: A Selfie with Your Grandparent(s) Contest Hiroshima and Nagasaki Day, August 6 and 9, Awareness Poster; August 15, Celebration at College Cleaning of College Premises; Gandhi Jayanthi: One Week "Clean Up with Gandhiji" Campaign; World AIDS Day—Awareness Poster; Human Rights Day—10th December—Digital Poster for Awareness; Skill Development Training—Making of Cloth Bags, Masks, etc. International Women's Day, March 8; a blood donation camps in association with Mary Queen's Hospital, Kanjirapally; summer pots -the Feed the Voiceless campaign, etc. Local residents use the

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college facilities for training purposes under the guidance of
Physical Eductaion Department. This enables many to overcome
physical fitness tests in recruitment examinations.
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File Description	Documents
Paste link for additional information	NIL
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

3

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

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

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

13

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

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

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

1568

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

3.5 - Collaboration

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

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

2

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

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

9

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

All infrastructure facilities are created by management to ensure smooth operation. We have 15 ICT-enabled classrooms with Wi-Fi, LAN, LCDs, and smart boards. Classrooms are provided with green boards, adequate furniture, and a public address system; there are also 2 seminar halls, 1 conference hall, a separate faculty room, and examination halls with CCTV cameras. The Laboratories Facilities include seven laboratories for UG and PG programmes and one DST-sponsored science research lab; two computer labs and department labs with more than 100 desktops and laptops; and one digital library/language lab.

Spacious administrative wing, separate rooms for IQAC, examination wing/NSS/career and placement cell/counselling center/health room, toilet complex, separate restrooms for supporting staff and amenities Center for Girl Students, Reprographic Center, One Honesty Shop, and the RUSA-funded Multipurpose Student Amenity Center have a canteen facility for students and staff, a multipurpose open-air venue, filters and coolers on each floor, and a generator for continuous power supply.

A herbal garden, a butterfly garden, a botanical garden, a rain shelter for precision farming, a kitchen facility for the food science course, a small fish pond, a museum in the botany department, ramps, wheel chairs, examination rooms, and sanitary facilities for PWDs are also provided.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sdck.in/index.php_facilities

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

The college has been one of the forerunners in sports and games, with medal-winning performances at state and national levels. The college has a spacious play area spanning over 5 acres. Infrastructure facilities for sports include a 400-meter, 8-lane track, volleyball court, basketball court, football ground, shuttle badminton court (indoor), handball court, cricket pitch on turf, 2 longjump pits, ball badminton court, gymnasium, wrestling mats, weight training sets, table tennis board, and store room. The college is supported by the Kerala Sports Council with the assistance of a full-time athletic coach. Indoor games such as chess, carrom, table tennis, wrestling, powerlifting, weightlifting, and yoga training can be played in the Multipurpose Indoor Stadium and mini auditorium. The gymnasium and health club are maintained to maintain the physical fitness of staff and students.

The Silver Jubilee Auditorium hostsprogrammeslike ArtsFest, College Day, Onam, and Christmas Celebrations. The seminar halls and audiovisual rooms are used for the conduct of cultural events and workshops. The College Union, Arts Club, Debate and Quiz Club, etc., along with various associations, frequently organise training, activities, and workshops. The open spaces are used for cultural celebrations and programmes like flash mobs, mime, and street plays.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sdck.in/sportsinfrastructure.php

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

22

File Description	Documents
Upload any additional information	View File
Paste link for additional information	NIL
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

171.26

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

4.2 - Library as a Learning Resource

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

The Central Library has 34,000 books, 61 print periodicals, 6000+ e-journals (N-LIST), 5000+ online magazines, and a subscription to 10 newspapers. The library has been fully automated using "KOHA," a user-friendly open-source integrated library management software that has a number of advanced features with regard to resources and their availability. It helps provide a handful of attractive interfaces, like quick search and access, Web-OPAC, and the feasibility of integrating new technologies like RFID. Using the Koha software, the institution has made the Online Public Access Catalogue (OPAC) available to enable author-based, subject-based, title-based, and publisher-based search facilities. Library Services includes an electronic repository with previous year's exam papers and the Electronic Resource Management Package for e-

journals and e-books. Subscription to UGC (INFLIBNET) e-books and e-journals via N-LIST New books are purchased on request from staff and students. The service of a qualified and competent college librarian helps to motivate both faculty and students.Special arrangements for Divyangjan and slow learners are made, and the school provides the necessary software to assist visually challenged students. Reprographic services and CCTV surveillance are also available.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://sites.google.com/sdck.in/sdclibrary/home

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	A. Any 4 or more of the above

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

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

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

1.794

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

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

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

`102`

File Description	Documents
Any additional information	[View File](#)
Details of library usage by teachers and students	[View File](#)

4.3 - IT Infrastructure

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

The college has an optical fibre cable internet connection, the bandwidth of which was systematically updated to 100 Mbps. All classrooms and staffrooms have LAN ports through internal networking, which ensures best-in-class network speed without interruptions. There is free Wi-Fi throughout the campus. The college has a well-maintained website with facilities for online admission and fee payment. The traditional attendance marking system was replaced by DeQ software by IPSR. The well-equipped and fully automated library follows the Open Access System, where students and teachers have access to digital resources, e-books, and e-journals. The digital library has computers for students and staff to consult previous question papers, theses, ebooks, and e-journals available in the INFLIBNET portal. The library management software helps with stock keeping, ease of issue, and return of books on a technologically enriched language learning platform. The maintenance team ensures regular software updates and antivirus software installation onall computers and networking systems. The Seminar Halls are equipped with the latest audio-visual facilities to support webinars and private administrative meetings. The Central Public Address System andreprographic tools like printers, photocopiers, and scanners are regularly serviced and upgraded. The surveillance camera facility was also upgraded and maintained.

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

4.3.2 - Number of Computers

105

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

4.3.3 - Bandwidth of internet connection in the Institution	**A. ? 50MBPS**

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

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

38.5

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

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

A well-established system is followed for the maintenance and utilisation of computers, classrooms, equipment, and laboratories on campus. The Governing Body, College Council, IQAC, Planning Committee, Research Committee, and Library Advisory Committee take

the initiative to properly maintain the facilities in their respective areas. The physical facilities for academic purposes, such as classrooms, laboratories, rain shelter farming units, workshops for activity-oriented classes, library facilities, computers, and essential software, are carefully maintained. The ICT facilities include computer labs, a language lab, ICT tools for education, Wi-Fi connectivity, and e-governance facilities that are updated and maintained. The sports facilities include a playground, basketball, volleyball, and shuttle courts, sports equipment, and a gym. The sports equipment is regularly serviced, and new equipment is purchased as the need arises. Ground levelling and repairs for courts and other sports grounds are done annually. The physical facilities are maintained and monitored by the bursar, who is appointed by the management. A maintenance register is maintained, and a team of troubleshooters is made available on demand. The maintenance and cleaning of the classrooms and laboratories are done frequently. . All policies ensure the optimal utilisation of the provisions and facilities of the college to students and society.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://sdck.in/aqar-reports/Maintenance%20and%20Utilization%20Policy.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

761

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

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

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

124

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

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

File Description	Documents
Link to Institutional website	www.sdck.in
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

`1151`

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

`1151`

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

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

31

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

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

139

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

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

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

0

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

5.3 - Student Participation and Activities

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

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

56

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

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

The College Union of St Dominics College is a common platform for all college students to come together and organise events and activities with the goal of developing their critical thinking, creative abilities, and social commitment in accordance with Mahatma Gandhi University rules and regulations, under the control of the principal, on the advice of the teacher in charge, and under the leadership of the elected office bearers. The objectives of the college union are to train the students of the college in parliamentary democracy, make them aware of their duties, responsibilities, and rights, promote opportunities for the development of character, leadership, efficiency, and a spirit of service, andencourage extracurricular activities like the Youth Festival, Sports Meet, etc. Students are allowed to organise cultural programs, quizzes, debates, seminars, etc. for acquiring knowledge on current topics and developing deep thinking about them.

All student associations and clubs have student coordinators, who are entrusted with running the club's programs, with teachers taking a supportive and advisory role. The student members of IQAC, RUSA Committee, Grievance Redressal, and Anti-Ragging

Committees and all others administrative commitees are encouraged to raise their points in meetings and thereby be part of decision-making.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

20

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

5.4 - Alumni Engagement

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

FOSA, the registered former students' association, strives to promote an endearing relationship between its former students and the Alma Mater. The association meetings witness active participation from not only the alumni members but also the current and former faculty of the college. The achievements of alumni members are acknowledged and appreciated. Even during the pandemic period, the alumni met through the virtual platform, which reflects their bond with the parental institution.

In addition to the college alumni get-togethers, departmental alumni gatherings help establish a strong alumni network. Some of

the present faculty are members of the alumni association, and they have a significant role in maintaining a strong relationship between the alumni and the alma mater. Since its inception, the Alumni Association has provided constant support, both financial and non-financial, to the institution in fulfilling its goals. It organises academic as well as student-beneficial programs, conducts student welfare activities, and institutes various scholarships. During the pandemic period, the alumni provided a lot of support in delivering gadgets to needy students as well as in supporting their basic needs. Aside from that, academic support is provided through motivational talks, academic talks, orientations, industry connections, and placement assistance.

File Description	Documents
Paste link for additional information	https://sdck.in/alumni.php
Upload any additional information	View File

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

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

St. Dominic's College Kanjirapally is a minority co-educational institution run by St. Dominic's Cathedral Church Kanjirapally.

Vision: A centre of learning that moulds refined individuals, quality leaders, and a society of committed human beings

Mission: We strive to ensure that our students are intellectually competent, morally upright, and sensitive to the needs of fellow human beings. As a college in a rural area catering to economically and socially disadvantaged students, it is our prime duty to equip our students for a better future by shaping their personalities, strengthening their character, instilling in them a sense of responsibility, and developing their potential to its

fullest.

The governing body is the highest level of governance and management. The college manager serves as the head of the governing body. He provides guidance and support to the principal in all matters. The principal is the academic and administrative head of the institution who decides internal matters and takes important decisions in consultation with the college council and IQAC. The bursar is in charge of infrastructure development and maintenance. The Internal Quality Assurance Cell (IQAC) and College Council discuss all the major programmes and issues in the college and support the principal.

File Description	Documents
Paste link for additional information	https://sdck.in/about.php
Upload any additional information	View File

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

The institution ensures decentralised governance through delegation of authority at various levels. The governing body has two elected members from the faculty. All the major decisions related to the functioning of the college are taken by the college council. Faculty members who are in charge of various committees and associations are given a free hand in implementing their ideas in tune with the vision of the college. Faculty members are encouraged to make suggestions on academic, administrative, co-curricular, and extracurricular activities through staff meetings or various committees. The departments can also implement the ideas and innovative changes on their own by simply informing the principal, except for actions that require drastic policy changes. The building committee, purchase committee, and financial committee have enough representation from the faculty members.

The student leaders' forum is a committee of class leaders who can directly interact with the principal on any matters related to students' affairs and academics. Discussion will be had among this committee about the new changes that the college has brought about. The students are also allowed to express their opinions and make suggestions, as they have sufficient representation in all important decision-making bodies and committees.

File Description	Documents
Paste link for additional information	https://sdck.in/managingboard.php
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college's developmental programme is based on two types of plans: a five-year long-term plan and an annual short-term plan. IQAC formulated a plan document (IDP) for the period 2017-2022. It envisages an overall development of the college in tune with the recommendations of the previous NAAC Peer Team. In tune with this institutional plan, departments produce annual plans. The thrust area was the development of research infrastructure. Teachers with doctoral degrees were selected, and existing faculty members were encouraged to register for research through various policy decisions. Various funding sources are found, and a well-furnished science research lab is developed with the support of DST through FIST funding. Apart from that, the departments conduct seminars for research purposes. A hostel building was constructed for girls, and a toilet complex for students was also in the final stages of construction. A new academic block was finished, and three new courses were started. The promotion of entrepreneurial activities and an innovation atmosphere is also part of the plan document. Training programmes and add-on courses were introduced. The Karuthal scheme was brought out as a best practice. Professionalism became a criterion in the selection of administrative staff. All physical facilities were improved.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	NIL
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The highest authority in the organogram of the institution is the

bishop, who is designated as the patron. The governing body is the highest level of governance and management. The college manager serves as the head of the governing body. The principal is the academic and administrative head of the institution, and all the major decisions related to the functioning of the college are taken by the college council headed by the principal. The college follows well-established policies in tune with government and UGC regulations for governance, appointment, and service-related matters. Vacancies are reported to the DCE, Government of Kerala, and on receipt of concurrence, they are advertised as per the regulations prescribed. The interview is conducted by a duly constituted panel as per UGC regulations and university directives. Guest faculties are recruited as per government rules and on the basis of merit. The college follows an impartial and transparent promotional policy based on the Career Advancement Scheme (CAS) of the UGC for the promotion of the teachers.The institution complies with the UGC regulations, the Kerala Service Rules (KSR), and the Mahatma Gandhi University Statutes as in vogue from time to time.

File Description	Documents
Paste link for additional information	NIL
Link to Organogram of the institution webpage	https://sdck.in/iqac/Institutional%20Organogram.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination | A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The college ensures welfare measures for all its staff. All needed facilities for smooth operation are provided, and the building's design and furnishings ensure that faculty and staff can work comfortably. All sorts of support are provided in due time. There is an MOU with a nearby hospital for emergency treatment. St. Dominic's College Staff Credit Society provides services for savings and deposits of funds as well as long-term and short-term loans. The support measures include a gym and yoga centre, a shuttle badminton club, an annual retreat and spiritual welfare programmes, outings for staff and family get-togethers, a canteen, financial aid to the guest faculty and supporting staff by the management, and salary advances for newly appointed teachers and guest faculty. The campus is provided with ample facilities for safe drinking water, and sanitation facilities are properly maintained. The health club ensures physical refreshment. The staff association, retired staff association, and lady teachers forum are active on campus and act as supportive structures for the faculty and students in times of need.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

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

21

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

7

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

28

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

Every academic year, all teaching staff must complete a self-appraisal record in accordance with the PBAS form, which is required for career advancement. It covers the curricular, co-curricular, extra-curricular, and research activities undertaken by the teacher.

Student evaluations of teaching performance are evaluated systematically using ICT and online tools. The feedback is analysed by the principal, and the same is discussed with the concerned faculty in person. Corrective measures, if any, are suggested, as well as recognition of good performance. Feedback from students, alumni, and parents on the curriculum serves as another assessment tool. The student satisfaction survey also assesses the performance. Feedback about the college and the department collected from parents during PTA meetings also helps with appraisal.

The performance of the non-teaching staff of the college is assessed on the basis of the self-appraisal form they prepare annually under the guidance of the superintendent. The duly filled-in appraisal form is evaluated by the manager and the principal, and suggestions are made to the staff on an individual basis. Apart from this, the principal interacts with students and takes direct evaluation of the teaching, learning, and administration processes.The student leaders forum also has a role in this appraisal mode.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The initial stage of the internal audit is carried out by the office staff, which comprises the superintendent, the head accountant, and the staff in charge of those accounts. The head accountant scrutinises and verifies the financial data, which is again scrutinised by the office superintendent and the principal for financial accuracy. At the end of every financial year, the accounts of the college are regularly audited internally by certified chartered accountants. The internal auditors prepare consolidated financial statements and audit reports. The audit report is submitted to the principal. The income and expenditure details of UGC and other government bodies-approved projects are submitted to a certified chartered accountant for verification and a utilisation certificate. External audits were conducted annually by the Directorate of Collegiate Education and the Account General's Office of the Government of Kerala.The suggestions and recommendations are implemented in a time-bound manner. If an objection is raised in the audits, the concerned person(s) are notified, the corrections mentioned in the audits are suitably rectified, and action is taken. Thus, audit objections are settled.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	View File

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	[View File](#)
Any additional information	[View File](#)
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	[View File](#)

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

The management has well-defined strategies for the mobilisation of funds and their optimal utilization. Funds are allocated to the college based on the previous year's expenses and in accordance with projects and initiatives submitted in accordance with the institutional development plan. Teachers are encouraged to mobilise resources from as many government and non-government agencies as possible by submitting proposals to the concerned agencies. a full-time bursar to take care of the financial security of the institution. He devises the appropriate strategies for mobilising funds from as many sources as possible. The major sources of non-government funding are contributions from parents, alumni, philanthropists, endowments and scholarships instituted by retired teachers, interest-free loans from teachers, funds raised by departments, cells, associations, etc.

The institution takes due care to ensure transparency and accountability in the use of financial resources. Proper documentation is ensured. UGC and other government funds are deposited in separate PFMS

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The IQAC initiates and follows various processes towards achieving academic excellence and ensuring quality enhancement. IQAC has become an integral part of securing various research grants, RUSA funds, the introduction of B.Voc, and new generation programs. A science research lab is constructed, and collaborative activities are initiated with various bodies. Construction under RUSA funds is ongoing. The local chapter of NPTEL, the IEDC, and the training centre under the PMKVY Skill Initiative are some of the milestones achieved during this phase.

IQAC decided to implement outcome-based education in accordance with the NAAC and UGC manuals. Policy and programme outcomes are designed by departments. Faculty members were also encouraged to participate in workshops, short-term courses, and syllabus revision. Add-on courses are designed by all departments. Certificate courses on communication skills and ICT are offered and are mandatory. Teachers are given training in the use of ICT tools for online teaching.

IQAC monitors the efficiency and effectiveness of the teaching, learning, and assessment strategies and ensures the attainment of the outcomes. Feedback, satisfaction surveys, and appraisal mechanisms are institutionalized. Extension activities, student support mechanisms, sports and cultural activities, and best practises are encouraged.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

All activities of the college are implemented by the college council. The council met frequently and reviewed its earlier decisions. Proper corrective measures, as well as follow-ups, are directed by the council. The entire programme is reviewed by the governing body periodically. The IQAC reviews the process through meetings and internal audits. All these ensure that the policies of the institution are implemented and are bearing the expected results.

The IQAC takes an advisory and leading role in all the review processes. There is a significant increment in research grants, infrastructural grants, and infrastructural facilities during this period. The number of add-on courses offered and MoUs signed increased. Extension activities as well as innovative activities are more frequently conducted with the increase in research outputs.These processes result in higher pass rates, progression rates, and placements.Seminars and workshops are conducted in collaboration with departments on leading and diverse topics to ensure academic continuity. Teachers are made familiar with the NAAC accreditation process, including the criteria-based questions and their documentation. Seminars on national education policy, women's empowerment, gender equity, cyber ethics and security, etc., were also arranged and introduced.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://sdck.in/aqarreports.php
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The college promotes various initiatives for the upliftment of women, which form the majority of the college family. Safety and security are guaranteed with CCTV surveillance of the college and the hostel, and a full-time security staff posted in the campus area ensures a safe and secure environment for women. The Women's Cell motivates the girl students to participate in programmes and competitions on and off campus to make them competent and efficient. Important emergency helpline numbers are displayed around the campus for easy access.Effective counselling is ensured through class teachers, mentors and the counselling cell. Women's Cell, Anti-Ragging Cell, Grievance Redressal Cell, Internal Complaints Committee, Gender Justice Forum, Equal Opportunity Cell, Discipline Committee, Sexual Harassment Cell, Anti-Narcotic Cell, Counseling Cell, and Value Enrichment Cell ensure the welfare of students through talks on women's empowerment, gender sensitization, women's rights, healthy relationships, stress management, success stories of women entrepreneurs, skill development training, yoga classes, and life guidance classes for the upliftment of students, staff, and local women. All students, irrespective of gender, are made aware of gender equality and mutual respect.

File Description	Documents
Annual gender sensitization action plan	https://sdck.in/iqac/Annual%20Gender%20Plan%20and%20Report%2020%20-21.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	www.sdck.in

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	B. Any 3 of the above

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

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The college encourages its students to follow its policy of "green protocol," advises them to reduce waste material creation, and promotes waste management and reuse. Provision of dustbins in classrooms, departments, and key areas; the segregation of biodegradable and non-biodegradable waste; the ban of plastic and Styrofoam glasses and plates; and the replacement of flex boards by cloth and other reusable materials are followed on campus. The generated paper and plastic waste is recycled by the "Haritha Karma Sena." Vermicompost pits are kept in order to convert organic matter into manure. Food waste is collected by local farm owners. The solid waste is collected and sold to local traders and manufacturing units for recycling.

Our college adheres to the protocol for liquid waste disposal in its laboratories. Liquid waste is segregated into organic and inorganic waste. Inorganic waste, such as concentrated acidic or alkaline solutions, is neutralised before disposal to remove harmful substances.

Reassembling computers and hardware resources use of non-toxic refillable and laser printers, longer warranty periods, LCD monitors, and proper use and timely maintenance of electronic devices reduce e-waste. The college does not generate radioactive chemicals or biomedical waste.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting	**A. Any 4 or all of the above**

Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

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

7.1.5 - Green campus initiatives include

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

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

C. Any 2 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**B. Any 3 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

St. Dominic's College ensures that the college, its infrastructure, academic programs, and every co-curricular and extracurricular activity are designed so that all students, irrespective of their caste, creed, gender, and socioeconomic status, can participate and learn. Academic inclusion strategies

aim at finding different ways of teaching so that classrooms actively involve all children and develop friendships, relationships, and mutual respect among all students and between students and teachers. Our inclusive education methodologies focus on each of our students being appreciated and accepted throughout life. It fosters a culture of respect and belonging, thereby providing the opportunity to learn about and accept individual differences. It provides students with opportunities to develop friendships and opportunities for growth. Students with physical and emotional disabilities are taken into account without jeopardising their self-esteem.

Community inclusion is achieved through the provision of college facilities to the local community and the active participation of students in cleaning drives, the collection and distribution of needed items, and fund-raising during natural disasters and pandemics. Other activities aimed at developing social, environmental, and cultural consciousness include teaching classes on micro-farming and organic farming techniques to the community. Gender inclusion, linguistic inclusion, and cultural inclusion are practised through various activities.

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

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

The motto of the college says, "Students are being encouraged and prepared to be good citizens of the country who are aware of the moral responsibilities and duties mentioned in the constitution." Students are prepared to guard the country, maintain the spirit of brotherhood irrespective of the differences in every aspect, and respect, value, and follow all the noble ideals used in the national struggle for freedom. The Department of History and NSS unit organised various activities for keeping the young minds aware of the contents and greatness of the Indian Constitution. The programmes under Unnath Bharath Abhiyan were conducted by the students with utmost interest. Environmental protection, cleaning, social forestry, etc. became familiar to the students through various activities. Classes on legal rights, gender equality, anti-

ragging, and anti-harassment Blood donation camps, activities under Swacch Bharat Abhiyaan, the observation of Republic Day, Independence Day, Human Rights Day, and National Unity Day, etc. to ensure that students are aware of the need to protect the power, unity, and integrity of the country, safeguard public property, pay our taxes with honesty and promptly, protect and preserve cultural heritage sites, and protect, preserve, and improve the natural environment.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://sdck.in/sensitization.php
Any other relevant information	NIL

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

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

The college celebrates important international, national and regional festivals and commemorates important dates in order to create awareness of the nationalist, democratic, secular, and patriotic values envisioned in the Indian Constitution. International Women's Day, International Yoga Day, International Human Rights Day, International Hindi Day, World Blood Donor Day and National Blood Donation Day, Anti-Narcotics Day, World AIDS Day, National Youth Day, Teachers' Day, Reading Day, Mathrubhasha Day (Mother Language Day), National Science Day and National Mathematics Day, World Environment Day, Statistics Day, Intrnational Mole Day, Ozone Day, World Food Day, World Wild Life Week, and Van Maholsavam are celebrated with programmes that imprint the messages of their observations.

Independence Day, Republic Day celebrations, Gandhi Jayanthi, National Integrity Day, Peace Day, and Martyrs' Day are celebrated so that the spirit of nationalism and patriotism is embedded in young minds. Festivals like Onam, Christmas, Bakrid, and Holi are observed with festive messages and various competitions upholding the cultural heritage of the state in all its symbolic diversity. Kerala Piravi Day (Statehood Day) and Ethinic Day give importance to cultural inclusion on campus by encouraging traditional attire for the day.

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

7.2 - Best Practices

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

KARUTHAL - Care to students and Community

Karuthal - An initiative to coordinate all non academic student support activities of the college, extending a helping hand to the community in availing college facilities in a fruitful manner and to create awareness among stakeholders and community about traffic rules and road safety, disaster management, life saving skills

like first aid, swimming etc. and environmental protection.

Integral Formation: Initiatives for Wholesome Transformation of students

An initiative to coordinate and implement programs aimed in an overall development and transformations of student community. The initiative focus on strengthening academic skills, developing career skills, life skills and a value based method of life. It focuses on personality, career and moral growth along with academic growth, which effects in the self actualization of every student by identifying his role in the society and to make every individual a worthy citizen of the nation, thereby fulfilling the mission of the college

File Description	Documents
Best practices in the Institutional website	https://sdck.in/Best%20Practices%202018%20-20.pdf
Any other relevant information	NIL

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

OUR VISION: "A center of learning that moulds refined individuals, quality leaders and a society of committed human beings." St. Dominic's College strives to ensure that our students are intellectually competent, morally upright, and sensitive to the needs of fellow human beings. As a college in a rural area catering to economically and socially disadvantaged students, it is our prime duty to equip our students for a better future by shaping their personalities, strengthening their character, instilling in them a sense of responsibility, and developing their potentials to the full. Focusing on its vision and performing for its mission, St. Dominic's College ensures the wholesome development of its student community. We are determined to ensure the multifaceted growth of our students. Situated in the rural agrarian belt, the expectations of the local community about the institution are very high, and the institution always lives up to the expectations by making the younger generations filled with creativeknowledge and innovative skills. The college stands out for its distinctive style of functioning in tune with the

**aspirations of the community, its inclusive nature, and its mode
of functionality that produces refined, resourceful, and
responsible graduates and postgraduates.**

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

7.3.2 - Plan of action for the next academic year

- **Prepare the institution to cope up with the implementation of NEP 2020**
- **Promotion of Research to higher levels and attainment of Research Projects and starting of research centers in various disciplines**
- **Enhancing Research Activities and increase in number of faculty with PhD and Research Guides.**
- **Promotion of Skill Development and Entrepreneurship mindset among students**
- **Increasing the number of collaborations and linkages with other institutions and industry.**
- **Promoting innovations and start ups by students through IEDC and make them successful entrepreneurs**
- **More Certificate/Add on courses/ MOOC courses in all departments**
- **Digitalization of Library and enhanced usage of e - resources by students**
- **Encouraging students for additional certifications through online mode**
- **Ensuring Top Level Performance in curricular, co-curricular and extracurricular fields**