

The Annual Quality Assurance Report (AQAR) of the IQAC
(For Universities)

Institutions Accredited by NAAC need to submit an Annual self-reviewed progress report i.e. Annual Quality Assurance Report (AQAR) to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the IQAC at the beginning of the Academic year. *The AQAR period would be the Academic Year.2017-18.*

Part – A

Data of the Institution

(data may be captured from IIQA)

1. Name of the Institution: Rashtriya Sanskrit Sansthan,
Guruvayoor Campus
- Name of the Head of the institution : Prof. Ch.L.N.Sarma
 - Designation: Professor
 - Does the institution function from own campus: Yes
 - Phone no./Alternate phone no. 0487-2307608
 - Mobile no. 91-9446037208
 - Registered Email: rss.guruvayoor@gmail.com
 - Alternate Email: naaccsugc2021@gmail.com
 - Address : Guruvayoor Campus, Puranattukara
 - City/Town : Thrissur
 - State/UT : Kerala
 - Pin Code : 680551
2. Institutional status:
- University: State/Central/Deemed/Private: University
(Tick appropriate)

- Type of Institution: Co-education/Men/Women Co-education
- Location : Rural/Semi-urban/Urban: Rural
- Financial Status: Centrally funded/state funded/Private : Centrally funded (please specify)
- Name of the IQAC Co-ordinator/Director: Prof. Ch.L.N.Sarma
- Phone no. /Alternate phone no. : 0487-2307608
- Mobile: 9167081556
- IQAC e-mail address: rss.guruvayoor@gmail.com
- Alternate Email address: naaccsugc2021@gmail.com

3. Website address: www.csu-guruvayoor.edu.in

Web-link of the AQAR: (Previous Academic Year): <https://www.csu-guruvayoor.edu.in/iqac.html>

4. Whether Academic Calendar prepared during the year? Yes

Yes/No....., if yes, whether it is uploaded in the Institutional website: <http://www.sanskrit.nic.in/>

Weblink:

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1 st	A+	3.25	2011	from:2011 to: 2015
2 nd				from: to:
3 rd				from: to:
4 th				from: to:
5 th				from: to:

6. Date of Establishment of IQAC: DD/MM/YYYY: 5-8-2011

<http://www.sanskrit.nic.in/iqac/index.html>

7. Internal Quality Assurance System

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

Note: Some Quality Assurance initiatives of the institution are:

(Indicative list)

- Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback from all stakeholders collected, analysed and used for improvements
- Academic Administrative Audit (AAA) conducted and its follow up action
- Participation in NIRF
- ISO Certification
- NBA etc.
- Any other Quality Audit

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

Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount

9. Whether composition of IQAC as per latest NAAC guidelines: Yes/No: Yes

*upload latest notification of formation of IQAC :

http://www.sanskrit.nic.in/iqac/uploads/Notificaiton%20of%20Reconsitute%20IQAC%20Members%2008_09_2017.pdf

10. No. of IQAC meetings held during the year:

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

Yes/No

(Please upload, minutes of meetings and action taken report)

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

If yes, mention the amount:

Year:

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

- *
- *
- *
- *
- *

13. 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

14. Whether the AQAR was placed before statutory body? Yes /No:

Name of the statutory body:

Date of meeting(s):

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to Assess the functioning?

Yes/No:

Date:

16. Whether institutional data submitted to AISHE: Yes/No: Yes

Year: 2017-18

Date of Submission:

17. Does the Institution have Management Information System?

Yes

No

If yes, give a brief description and a list of modules currently operational.
(Maximum 500 words)

Part-B

CRITERION I – CURRICULAR ASPECTS					
1.1 Curriculum Design and Development --					
1.1.1 Programmes for which syllabus revision was carried out during the Academic year					
Name of programme	Programme Code	Dates of revision			
1.1.2 Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year					
Programme with Code	Date of Introduction	Course with Code	Date of Introduction		
1.2 Academic Flexibility --					
1.2.1 New programmes/courses introduced during the Academic year --					
Programme/Course			Date of introduction		
1.2.2 Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the University level during the Academic year. --					
Name of Programmes adopting CBCS	UG	PG	Date of implementation of CBCS / Elective Course System	UG	PG
Already adopted (mention the year)					
1.3 Curriculum Enrichment					
1.3.1 Value-added courses imparting transferable and life skills offered during the year					
Value added courses		Date of introduction		Number of students enrolled	
Yoga – 10 days workshop				96	
Art & Craft				96	
1.3.2 Field Projects / Internships under taken during the year					
Project/Programme Title			No. of students enrolled for Field Projects / Internships		
School Understanding Program			48 (B.Ed. 1 st year students)		
School Internship Program			48 (B.Ed. 2 nd year students)		
1.4 Feedback System					
1.4.1 Whether structured feedback received from all the stakeholders.					
1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents	
Yes	Yes	No	Yes	Yes	
(Please see the link point no. 2.7.1)					
1.4.2 How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)					
Feedback is collected from students teachers alumni and parents every year. The feedback obtained from teachers and students are discussed and collective measures are taken. Students' feedback on teachers helps					

the institution and the teachers for further improvements in imparting quality education. The feedback from teachers are collected on curriculum, necessary changes and updates are conveyed to faculty in BOM.

CRITERION II -TEACHING-LEARNING AND EVALUATION

2.1 Student Enrolment and Profile

2.1.1 Demand Ratio during the year - --

Name of the Programme	Number of seats available	Number of applications received	Students Enrolled

2.2 Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG) P-shastri+Shastri+S-Shastri+Diploma	Number of students enrolled in the institution (PG) Acharya+Vidyavaridhi	Number of full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017-18					
Regular	56+185+96	76+43	5	15	20
M.S.P	28+61+1(Certificate Course)	86			

2.3 Teaching - Learning Process

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

Number of teachers on roll	Number of teachers using ICT (LMS, e-Resources)	ICT tools and resources available	Number of ICT enabled classrooms	Number of smart classrooms	E-resources and techniques used
23	23	Yes	4	1	Yes

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

Mentors are trusted counsellors or guides who can be helpful in so many ways. Student mentoring is an integral part of Campus. The teachers meet their students regularly and form a bond between the students. They perform academic evaluation of the students and guide them accordingly. Needy students are directed to the campus counselling cell. Teachers meet the student's parents once in a year. Weak students are identified and are directed to the remedial coaching session/student support programme in the campus.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor: Mentee Ratio
456+176=632	20	N.A

2.4 Teacher Profile and Quality –

2.4.1 Number of full time teachers appointed during the year -- N.A.

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
				17

2.4.2 Honours and recognitions received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)				
Year of award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies	
2017-18	Dr.P.C. Muraleemadhavan	Professor	President's Certificate of Honour	
2.5 Evaluation Process and Reforms -- N.A				
2.5.1 Number of days from the date of semester-end/ year- end examination till the declaration of results during the year --				
Program me Name	Progra mme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester-end/ year- end examination
2.5.2 Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year -- NA *Do not include re-evaluation/ re-totalling				
Number of complaints or grievances about evaluation		Total number of students appeared in the examination	Percentage	
2.6 Student Performance and Learning Outcomes				
2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink) Updating in progress. U.G.,P.G., & Ph.D. Displayed in website of the H.Q. - http://www.sanskrit.nic.in/ https://www.csu-guruvayoor.edu.in/				
2.6.2 Pass percentage of students				
Programme Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final Semester /year examination	Pass Percentage
75-124, 451-452	P.Shastrri - 1	23	22	97%
	P.Shastrri - 2	33	31	94%
1125-1456	Shastrri-1	69	65	95%
	Shastrri-2	62	57	93%
	Shastrri-3	54	52	96%
1246-1469	Acharya-1	51	45	88%
	Acharya-2	25	24	97%
1550-2556	Shiksha Shastrri -1	48	48	100%
	Shiksha Shastrri -2	48	48	100%
2.7 Student Satisfaction Survey				

2.7.1 Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)
<https://drive.google.com/drive/folders/1kfXwMh0hldp8DptHy-60becz5jxRKMUQ?usp=sharing>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 Promotion of Research and Facilities

3.1.1 Teachers awarded National/International fellowship for advanced studies/ research during the year - **NIL**

	Name of the teacher awarded the fellowship	Name of the Award	Date of Award	Awarding Agency
National				
International				

3.1.2 Number of JRFs, SRFs, Post-Doctoral Fellows, Research Associates and other fellows in the Institution enrolled during the year - * **NIL**

Name of Research fellowship	Duration of fellowship	Funding agency

3.2 Resource Mobilization for Research - NIL

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

Nature of the Project	Duration	Name of the funding Agency	Total grant sanctioned	Amount received during the year
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored Projects				
Projects sponsored by the University				
Students Research Projects (<i>other than compulsory by the University</i>)				
International Projects				
Any other(Specify)				
Total				

3.3 Innovation Ecosystem -

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

Title of Workshop/Seminar	Name of the Dept.	Date(s)

3.3.2 Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year - NA				
Title of the innovation	Name of the Awardee	Awarding Agency	Date of Award	Category
3.3.3 No. of Incubation center created, start-ups incubated on campus during the year - NA				
Incubation Centre	Name		Sponsored by	
Name of the Start-up	Nature of Start-up		Date of commencement	
3.4 Research Publications and Awards				
3.4.1 Ph. Ds awarded during the year – 2017-18 -				
Name of the Department		No. of Ph. Ds Awarded		
Shiksha Shastra		2		
3.4.2 Research Publications in the Journals notified on UGC website during the year				
	No. of Publication	Average Impact Factor, if any		
National	Shiksha Shastra - 8	5.327		
	Vedanta – 1			
	Sahitya- 3			
	Jyothisha- 2	5.12		
	Vyakarana – 2			
	Modern Subjects - 4			
	Nyaya -			
International	Sahitya – 1 Shiksha Shastra - 1			
3.4.3 Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year				
	No. of publication			
Books	Shiksha Shastra - 12			
	Modern Subjects - 7			
	Jyothisha – 1			
	Nyaya -			
Chapter edited in books	Jyothisha - 3			
3.4.4 Patents published/awarded during the year - NA				
Patent Details	Patent status Published/Filed	Patent Number	Date of Award	
3.4.5 Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/				

Web of Science or PubMed/ Indian Citation Index - NA						
Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citations
3.4.6 h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science) NA						
Title of the paper	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self citations	Institutional affiliation as mentioned in the publication
3.4.7 Faculty participation in Seminars/Conferences and Symposia during the year : 2017-18						
No. of Faculty	International level		National level		State level	Local level
Attended Seminars/ Workshops	3		60		1	--
Presented papers	4		58		1	--
Resource Persons	-		9		--	--
3.5 Consultancy – N.A.						
3.5.1 Revenue generated from Consultancy during the year NA						
Name of the Consultant(s) department	Name of Consultancy project	Consulting/Sponsoring Agency			Revenue generated (amount in rupees)	
3.5.2 Revenue generated from Corporate Training by the institution during the year – NA						
Name of the Consultant(s) & Department	Title of the Programme	Agency seeking training	Revenue generated (amount in rupees)		Number of trainees	
3.6 Extension Activities						
3.6.1 Number of extension and outreach programmes conducted in collaboration with industry, community and Non-Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year						
Title of the Activities	Organising unit/ agency/ collaborating agency		Number of teachers coordinated in such activities		Number of students participated in such activities	
NSS	R.S.S.Guruvayoor Campus		10		100	

3.6.2 Awards and recognition received for extension activities from Government and other recognized bodies during the year **N.A.**

Name of the Activity	Award/recognition	Awarding bodies	No. of Students benefited

3.6.3 Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year - **NIL**

Name of the scheme	Organising unit/ agency/ collaborating agency	Name of the activity	Number of teachers coordinated in such activities	Number of students participated in such activities

3.7 Collaborations – NA

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

Nature of Activity	Participant	Source of financial support	Duration

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration (From-To)	participant

3.7.3 MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year – **N.A.**

Organisation	Date of MoU signed	Purpose and Activities	Number of students/teachers participated under MoUs

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development

4.1.2 Details of augmentation in infrastructure facilities during the year

Facilities	Existing	Newly added
Campus area	15.15 acres	
Class rooms	30	

Laboratories	Comp. lab – 2, Language Lab- 1, Psychology Lab -1 ICT Lab - 1	
Seminar Halls	1	
Classrooms with LCD facilities	No	
Classrooms with Wi-Fi/ LAN	No	
Seminar halls with ICT facilities	1	
Video Centre	No	
No. of important equipment purchased (\geq 1-0 lakh) during the current year.		
Value of the equipment purchased during the year (Rs. in Lakhs)		
Others		

4.2 Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
e-Granth	Partially	3.0	Work is going on

4.2.1 Library Services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	35530	3891	624	42253	36154	3934082
Reference Books		829				
e-Books	-	-	-	-	-	-
Journals	164	1696 39	60	25079	224	194718
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	127	7381 9	-	-	127	73819
Library automation	Version 3.0 e-granth (work in progress)					
Weeding (Hard & Soft)	490	15571	260	6072	750	21643
Others - Manuscripts	170	-	-	-	170	-

4.2.2 E-content developed by teachers such as: e-PG-Pathshala, CEC (under e-PG-Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc – N.A.

Name of the teacher	Name of the module	Platform on which module is developed	Date of launching e - content

4.3 IT Infrastructure

4.3.1 Technology Upgradation (overall)

	Total Computer Labs	Internet	Browsing Centers	Computer Centers	Office	Departments	Available bandwidth (MGBPS)	Others	
Existing	92	2	4	1	Nil	2	7	100 mbps	-
Added	0		-	-	Nil	-	-		-
Total	92	2	4	1	-	2	7		-

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

100 MBPS /GBPS

4.3.3 Facility for e-content - NIL

Name of the e-content development facility	Provide the link of the videos and media center and recording facility

4.4 Maintenance of Campus Infrastructure

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

Assigned budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities

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

The efficient and systematic utilization of physical, academic and support facilities are ensured by the institution. Campus maintains records in hard copy form the details are furnished as and when required by competent authority. Library works as per the guidance of H.Q. and library committee ensures its smooth working. The availability of technical staff ensures proper maintenance and utilization of I.T. equipment.

<https://www.csu-guruvayoor.edu.in/>

CRITERION V - STUDENT SUPPORT AND PROGRESSION

5.1 Student Support

5.1.1 Scholarships and Financial Support *

	Name /Title of the scheme	Number of students	Amount in Rupees
Financial support from institution	University Scholarship	272	
Financial support from other sources – E-Grants			
a) National	E-Grants for S.C. S.T. OEC Students	31	
b) International	-	-	-

5.1.2 Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc., *					
Name of the capability enhancement scheme		Date of implementation	Number of students enrolled		Agencies involved
Remedial coaching		Beginning of academic year	Academically weak students of P.S.2 & S-2-S-3, A2		Teachers of the concerned subjects
5.1.3 Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year –					
Year	Name of the scheme	Number of benefited students by Guidance for Competitive examination	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed
2017-18	B.Ed. entrance coaching	15		10	-
2017-18	N.E.T. & K-tet. Coaching	10		1 N.E.T. & 5 K-tet	-
5.1.4 Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year - Nil *					
Total grievances received		No. of grievances redressed		Average number of days for grievance redressal	

5.2 Student Progression5.2.1 Details of campus placement during the year – **NA**

On campus			Off Campus		
Name of Organizations Visited	Number of Students Participated	Number of Students Placed	Name of Organizations Visited	Number of Students Participated	Number of Students Placed

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme admitted to
2017-18	56	Shastri	Sahitya, Nyaya, Vedanta, Vyakarana	SSUS Kalady, University of Calicut, R.S.V.P. Tirupati	Jyothisha, Vedanta,

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

Items	No. of Students selected/ qualifying	Registration number/roll number for the exam
NET	1	37013648
SET		
SLET		
GATE		
GMAT		
CAT		
GRE		
TOFEL		
Civil Services		
State Government Services		
Any Other (O-Tet. Oss.Tet, C-Tet.)	6	19010015027, 180309094, 164023113, 181704107, 181302102, 182504113,
Any Other (K-Tet.)	5	806417, 803172, 310961, 400354, 301343

5.2.4 Sports and cultural activities / competitions organised at the institution level during the year -

Activity	Level	Participants
Sanskrit Week Celebration	College	All Students
Onam	College	All students

Hindi Pakhvada	College	All students
Swachh Bharat Mission	College	Students, teaching and non-teaching staff
Rashtriya Ekta Diwas	College	Shastri, Acharya and Shiksha Shastri
Kerala Piravi Sresht Bhasha Dinacharanam	College	All students
Constitutional Day	College	All students
Birth Anniversary of Swami Vivekananda- Youth Day	College	All students
Startup India Campaign	College	All students
Maatrubhaasha Dinam	College	All students
Literary Competition	College	All students
Fine Arts	College	All students
Annual Sports and College Games	College	All students

5.3 Student Participation and Activities

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

Year	Name of the award/ medal	National/ International	Sports	Cultural	Student ID number	Name of the student
2017-18	Vijaya Vaijyanthi (Overall performance)	National (Youth Festival)	Sports and Cultural		-	48 Students were participated.
	Gold Medal (Group Dance)	National (All India Sanskrit Talent Fest.)	-	Cultural		7 Students were participated
	2 nd Prize (Ekapatrabhinaya)		-	Cultural		Pratheesh N.R. (A-2)
	2 nd Prize (Vedanta Bhashana)		-	Cultural		Veena Chandran (A-1)
	2 nd Prize (Nyaya Bhashana)		-	Cultural		Deepjyothi (S-3)

5.3.2 Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

5.3 Alumni Engagement - NIL

5.3.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words):

Yes. As the continuation of the alumni meetings held in 2012 the members retained in the committee are the same. As per the records there are 21 members available.

5.3.2 No. of registered Alumni:

21

5.3.3 Alumni contribution during the year (in Rupees) :

Nil	
5.3.4 Meetings/activities organized by Alumni Association :	
Organized two alumni meetings on 2/12/2017 & 21/04/2018 in our campus.	
CRITERION VI –GOVERNANCE, LEADERSHIP AND MANAGEMENT	
6.1 Institutional Vision and Leadership	
6.1.1 Mention two practices of decentralization and participative management during the last year (maximum 500 words) *	
Decentralized Governance is accomplished by bestowing the required autonomy on all Units in the organizational structure by the H.Q. so as to instill responsibility and accountability and allow the freedom to execute duties effectively. The strategic plans for an academic year are planned out by the IQAC in consultation with the Principal. Duties and responsibilities for the staff are charted by the Principal as work allotment for the year in consultation with office. Different committees that are formed to facilitate the co-curricular, extracurricular and extension activities of the Campus. Each of them is managed by nominated committee members comprising a coordinator, joint co Ordinator and other members who oversee the activities	
6.1.2 Does the institution have a Management Information System (MIS)? NA Yes/No/Partial:	
6.2 Strategy Development and Deployment	
6.2.1 Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):	
Curriculum Development :	Curriculum is designed and implemented by Central Sanskrit University, New Delhi. Faculty members are assigned as members in Board of studies for the revision and restructuring of curriculum for different streams.
Teaching and Learning :	curriculum based teaching, giving equal importance to blackboard and ICT enabled teaching is practiced by the faculty, students are motivated in the field of study through vagvardini, assignments, debates etc. Remedial classes are conducted to help the slow learners to improve their academic performance. Teachers are encouraged to attend refresher courses and orientation programmes to improve the quality of teaching.
Examination and Evaluation:	semester wise internal evaluation are done through class tests, assignments, library works surprise tests etc. Teachers make an analysis of the performance of the students after every internal evaluation and external examination.
Research and Development:	Teachers are kept updated about available

	opportunities for research projects. Ph. D programmes, major and minor projects , research publications and research guidance are undertaken by teachers. In order to develop research aptitude in students, Information about research programmes in various subjects are also given to students in order to develop an orientation towards research.
Library, ICT and Physical Infrastructure / Instrumentation:	ICT enabled teaching methods is practiced and internet facilities are upgraded fir increases academic purposes. Upgradation of computational facilities of departments and introduction of new computers in computer lab enabled learning more efficient. Campus has a well equipped library with many books, also each department has departmental library with books in relevant subjects. All departments are provided with computer, internet and printer.
Human Resource Management:	Students being as a prime human resource, the campus strives to develop the resource through variety activities like NSS, social cultural activities. Teaching staff are equipped through refresher courses, workshops, seminars etc.
Industry Interaction / Collaboration :	NA
Admission of Students:	Admission to various academic programmes is carried out in merit basis as per the rules and regulations of Central Sanskrit University New Delhi. Admission process is clearly outlined in the university website. Director assisted by administrative staffs and faculties coordinators conduct the admission in the campus. Admission of students are conducted as per the norms of the university. The centralized allotment procedure followed in the university ensures timely completion of admission procedure.
6.2.2: Implementation of e-governance in areas of operations:	
❖ Planning and Development	: Campus website is systematically updated with all the required information. The departments of the campus are provided with internet connections with access to emails. The students feedback is collected through e feedback forms.
❖ Administration	: Notice display system for students and staff. Computerized accounts and office. The awareness among students are created through campus website, academic calendar, circulars etc.

The campus regularly enhances the internet connectivity facility. CCTV cameras are installed in the campus.
❖ Finance and Accounts : In order to maintain transparency all the payments done or received are done online or through cheques. Salaries of Faculties and staffs' are credited directly in the bank account.
❖ Student Admission and Support : Admission of students are conducted as per the norms of the university. The centralized allotment procedure followed in the university ensures timely completion of admission procedure. Progression of students in attendance and academic performance are monitored continually. Result analysis is done.
❖ Examination : External theory and practical examinations are conducted as per the norms of Central Sanskrit University New Delhi. Online portal is available for all examination associated activity. Examination registration fee payment are all done through this portal.

6.3 Faculty Empowerment Strategies

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

Year	Name of teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support

6.3.2 Number of professional development / administrative training programmes organized by the University for teaching and non teaching staff during the year *

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	Dates (from-to)	No. of participants (Teaching staff)	No. of participants (Non-teaching staff)

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

Title of the professional development programme	Number of teachers who attended	Date and Duration (from – to)
Orientation Programme for Composition of Educational Reference Books in Sanskrit	1	23-05-2018 to 30-05-2018

6.3.4 Faculty and Staff recruitment (no. for permanent/fulltime recruitment):

Teaching		Non-teaching	
Permanent	Fulltime	Permanent	Fulltime

6.3.5 Welfare schemes for

Teaching	-
Non teaching	-
Students	S.W.C

6.4 Financial Management and Resource Mobilization				
6.4.1 Institution conducts internal and external financial audits regularly * (with in 100 words each) Internal audit is looked after by the University and it arranges for the same from time to time. However, external audit is being conducted every year. A team deputed from the AG office for the said purpose visited the Campus during 2017-18 and successfully completed the auditing work.				
6.4.2 Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III) --				
Name of the non government funding agencies/ individuals		Funds/ Grants received in Rs.		Purpose
6.4.2 Total corpus fund generated				
6.5 Internal Quality Assurance System				
6.5.1 Whether Academic and Administrative Audit (AAA) has been done?				
Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	-	Yes	
Administrative	Yes	A.G.	Yes	H.Q.
6.5.2 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges? (if applicable) NA				
6.5.3 Activities and support from the Parent – Teacher Association (at least three)				
6.5.4 Development programmes for support staff (at least three)				
6.5.5 Post Accreditation initiative(s) (mention at least three)				
6.5.6				
a. Submission of Data for AISHE portal : (Yes /No) Yes				
b. Participation in NIRF : (Yes /No) No				
c. ISO Certification : (Yes /No) No				
d. NBA or any other quality audit : (Yes /No) No				
6.5.7 Number of Quality Initiatives undertaken during the year				
Year	Name of quality initiative by IQAC	Date of conducting activity	Duration (from-----to-----)	Number of participants

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Title of the programme	Period (from-to)	Participants	
		Female	Male

7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:
Percentage of power requirement of the University met by the renewable energy sources

7.1.3 Differently abled (Divyangjan) friendliness

Items Facilities	Yes/No	No. of Beneficiaries
Physical facilities	No	
Provision for lift	No	
Ramp/ Rails	Yes	
Braille Software/facilities	No	
Rest Rooms	No	
Scribes for examination	No	
Special skill development for differently abled students	No	
Any other similar facility	No	

7.1.4 Inclusion and Situatedness **NIL**

Enlist most important initiatives taken to address locational advantages and disadvantages during the year

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff

7.1.5 Human Values and Professional Ethics **NIL**

Code of conduct (handbooks) for various stakeholders

Title	Date of Publication	Follow up (maximum 100 words each)

7.1.6 Activities conducted for promotion of universal Values and Ethics **NIL**

Activity	Duration (from-----to-----)	Number of participants

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

Steps taken with a view to improving the environment of the Campus are:

1. Implanting various types of trees, fruitful trees like Coconut, Mango-trees and Jack-trees

2. Eco-friendly trees like banyan-tree etc. a few shrubs.
3. Gardening up front with attractive.
4. Re-planting trees when the emergency transformation of trees for building purpose.
5. Regular irrigation to all plants to protect them for long.

7.2 Best Practices

Describe at least two institutional best practices Upload details of two best practices successfully implemented by the institution as per NAAC format in your [institution website, provide the link](#)

1. Nurturing the potential of students by Student centric and self-directing pedagogy.
2. Cultural ethos.

7.3 Institutional Distinctiveness

[Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust](#)
[Provide the weblink of the institution in not more than 500 words](#)

Rashtriya Sanskrit Sansthan (DU), Guruvayoor Campus as an institution is distinct from many other institutions on the basis of its cultural background of scholarship and devotion. The Guruvayoor Campus came into being on 16-07-79 consequent upon the takeover of the Guruvayoor Sahitya Deepika Sanskrit Vidyapeetha at Pavaratty near Guruvayoor, which was founded by Late Sri.P.T. Kuriakkose Master. The erstwhile Vidyapeetha had attained reputation in and outside the state of Kerala as a center of Sanskrit Learning imparting knowledge at graduate and Post-Graduate levels.

The center at Puranattukara, the main center is situated on a beautiful landscape with an extent of fourteen acres. It comprises of main Academic block, Administrative block, Library, Boys & Girls Hostels, Guest House, Auditorium, Play Ground, Semi functional building and staff quarters.

The center at Pavaratty is located on a land of the extent of 50 cents. This center is renamed as P.T. Kuriakkose Smriti Bhawan. There is a single storied building having two big halls, one administrative room and other ten class rooms with all modern amenities. The Deeksha [the Non Formal Sanskrit Education] of three months duration and correspondence courses of Learning Sanskrit are being conducted at P.T. Kuriakkose Smriti Bhawan. It is also functioning as a center of Manuscript Collection.

The Coordinator, IQAC, Guruvayoor Campus and the members of the unit meet twice a month and decide the conduct of awareness sessions during leisure hours sensitizing the girls to know why and how they are given subservient role in spite of their equal or even more abilities than their counterparts. They also draw an annual action plan for organizing various awareness programmes / seminars /workshops and interactive sessions. The Principal along with the Coordinator monitors the implementation of the plan. The Coordinator and the members are responsible for the implementation of the programmes in consultation.

The power of the Campus, the vision, is "to enrich the society through education by generating globally competent manpower that can make an honest living in the country or outside, capable of contributing to the socio-economic development and welfare of the society". In addition to preparing the students with core competencies to face the global challenges, the Campus strives in making students understand and contribute to

the socio-economic development & welfare of the society. The Campus is contributing to the development of the nation by capacity and character building of the students. The Campus takes lead in serving the society and in inculcating those values in the minds of young generations and imbibing in them, the required qualities to make an honorable living in the society. The Campus has conducted number of Blood donation camps and medical camps. The Campus provided services to the victims of natural calamities. Participated in Plantation programs organized by the college or by the government to save the environment. The Campus conducted awareness programs on "Swachh Bharat Mission" theme & rally on Swachh Bharat, "Swachhtha Hi Seva" programs, voter enrollment, The Campus motto: No plastics, cashless transactions etc.

8. Future Plans of action for next academic year (500 words)

Name _____

Name _____

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC