# 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.* **2018-19.**

# 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  appropriative)

- 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 |
|-------|-------|------|-----------------------|-----------------|
| 1st | A+ | 3.25 | 2011 | from:2011  to: 2015 |
| 2nd |  |  |  | from:        to: |
| 3rd |  |  |  | from:        to: |
| 4th |  |  |  | from:        to: |
| 5th |  |  |  | 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 |
|  |  |  |

**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/2019_09_04_IQAC_Notification.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: 2018-19          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 | 46 (B.Ed. 1st year students) |
| School Internship Program | 49 (B.Ed. 2nd 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 | No | 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 2018-19 | 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 |
|---|---|---|---|---|---|
| Regular | 59+202+95+19 | 88+5 | 4 | 17 | 21 |
| 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 |
|---|---|---|---|---|---|
| 21 | 21 | 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 |
|---|---|---|
| 468+176=644 | 21 | 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 |
| | | | | **18** |
| | | | | |
| **2.4.2 Honours and recognitions received by teachers - NIL** | | | | |

| *(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* |
| | | | |

## 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.Shastri - 1 | 36 | 27 | 75% |
| | P.Shastri - 2 | 23 | 18 | 78% |
| 1125-1456 | Shastri-1 | 75 | 73 | 98% |
| | Shastri-2 | 65 | 64 | 98% |
| | Shastri-3 | 62 | 58 | 94% |
| 1246-1469 | Acharya-1 | 44 | 38 | 88% |
| | Acharya-2 | 44 | 35 | 79% |
| 1550-2556 | Shiksha Shastri -1 | 46 | 46 | 100% |
| | Shiksha Shastri -2 | 49 | 49 | 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 (Vyakara) | 1 Year | RSKS New Delhi | 2 Lakh | Not Received |
| Interdisciplinary Projects |  |  |  |  |
| Industry sponsored Projects |  |  |  |  |
| Projects sponsored by the University |  |  |  |  |
| Students Research Projects *(other than compulsory by the University)* |  |  |  |  |
| International Projects |  |  |  |  |
| Any other(Specify) |  |  |  |  |
| Total | 1 Year | RSKS New Delhi | 2 Lakh | Not Received |

### 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 - Nil | | | | |
|---|---|---|---|---|
| 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 – 2018-19 -

| Name of the Department | No. of Ph. Ds Awarded |
|---|---|
| Shiksha Shastra | 2 |
| Sahitya | 2 |
| Vyakarana | 1 |

| 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 - 10 | **6.014** |
| | Sahitya- 5 | |
| | Vedanta – 4 | **2.95** |
| | Vyakarana – 2 | **5.12** |
| | Jyothisha- 2 | |
| | Modern Subjects - 2 | **5.327** |
| | Nyaya - | **5.327** |
| **International** | Vedanta – 3 | **2.59** |
| | Modern Subjects - 2 | **5.016** |
| | Shiksha Shastra – 4 | |
| | Sahitya – 1 | |
| | Vyakarana – 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 - 9 |
| | | Sahitya - 3 |
| | | Jyothisha –  3 |
| | | Modern Subjects - 2 |
| | | Vyakarana – 2 |
| | | Nyaya - |
| | Chapter edited in books | - |

| | | | |
|---|---|---|---|

**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 | 2 | 51 | 1 | -- |
| Presented papers | 4 | 46 | 1 | -- |
| Resource Persons | - | 6 | -- | -- |

**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

| Name of the Activity | Award/recognition | Awarding bodies | No. of Students benefited |
|---|---|---|---|
| **National Council of Teacher Education** | **Chairman** | **Ministry of H.R.D** | ----- |

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 – NIL**

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 – **Nil**

| 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 | Budget utilized for infrastructure development |
|---|---|

| augmentation | |
|---|---|
| | |

## 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 | | Auditorium |
| | | |

## 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 | 3891829 | 624 | 42253 | 36154 | 3934082 |
| Reference Books | | | | | | |
| e-Books | - | - | - | - | - | - |
| Journals | 164 | 169639 | 60 | 25079 | 224 | 194718 |
| e-Journals | - | - | - | - | - | - |
| Digital Database | - | - | - | - | - | - |
| CD & Video | 127 | 73819 | - | - | 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 Computers | Computer Labs | Internet | Browsing Centers | Computer Centers | Office | Departments | Available band width (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 |
|---|---|---|---|---|---|
| 2018-19 | B.Ed. entrance coaching | 25 | | 12 | - |
| 2018-19 | N.E.T. & Tet. Coaching | 10 | | 12 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 Progression**

5.2.1 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 |
|---|---|---|---|---|---|
| 2018-19 | 54 | 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 | | |
| SET | | |
| SLET | | |
| GATE | | |
| GMAT | | |
| CAT | | |
| GRE | | |
| TOFEL | | |
| Civil Services | | |
| State Government Services | | |
| Any Other (O-Tet. Oss.Tet, C-Tet.) | 6 | 1821301247, 205072128, 154006777, 182801250, 187182204186, 1822212074 |
| Any Other (K-Tet.) | 6 | 405440, 400179, 403222, 406645, 403662, 715607 |

5.2.4 Sports and cultural activities / competitions organised at the institution level during the year   - **weblink should be provided.**

| Activity | Level | Participants |
|---|---|---|
| YOGA day | College | All students |
| Sanskrit Saptaah Samaroh | College | Secondary Level to PhD |
| Hindi Pakhvada | College | All students |

| | | | | |
|---|---|---|---|
| Swachh Bharat Mission | College | Students, teaching and non teaching staff |
| Shastra training programme | College | Vedanta Students |
| Rashtriya Ekta Diwas | College | Shastri, Acharya and Shiksha Shastri |
| Kerala Piravi | College | All students |
| Vigilance Awareness | College | All students |
| Consitutional Day | College | All students |
| Birth Anniversary of Swami Vivekananda-Youth Day | College | All students |
| Start up India Campaign | College | All students |
| Maatrubhaasha Dinam | College | All students |
| Pariksha pe Charcha | College | All students and staff |
| International Women's Day | College | All students and staff |
| Annual Day | 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 | 2$^{nd}$ Prize | National (Natya Mahotsava) | - | Cultural | - | 48 Students were participated. |
| | 2$^{nd}$ Prize (Vedanta Bhashanam) | National (All India elocution Contest.) | - | Cultural | | Veena Chandran (A-2) |
| | 2$^{nd}$ Prize (Ekapatrabhinaya) | National (All India Sanskrit Talent Fest.) | - | Cultural | | Vishnu Das (A-2) |
| | 3$^{rd}$ Prize (Sanskrit Song) | | - | Cultural | | Sreenathan K.P. (A-2) |
| | Consolation prize (Natakam) | | - | Cultural | | 11 students were participated. |

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 24/11/2018 & 23/02/2019 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 vise 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 transperancy 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 2018-19 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 <span style="color:red">institution website, provide the link</span> |
|    **1.** Nurturing the potential of students by Student centric and self-directing pedagogy.<br>   2. Cultural ethos. |
| **7.3 Institutional Distinctiveness** |
| <span style="color:red">Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust<br>Provide the weblink of the institution in not more than 500 words</span> |

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 Campus is also actively pursuing the augmentation of regular faculty and staff within. These interventions are in tune with the ethos of Campus as an upcoming with deep social commitment for expanding the avenues of higher education. The Campus considers nurturing the Departments as a unique experience and distinctive contribution to this institution in higher education. The Campus has accorded due priority for the creation of academic facilities and student amenities. The Campus has been playing a proactive role in introducing need-

based courses from time to time. Moreover, the strategy of active involvement of the significant stakeholders in the system is showing positive results. 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.

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

> **Creating Study Materials and E-Materials of all subjects for future purposes.**
>
> **Different cells like Job opportunity cell Coaching cell etc., for enhancement of skills in students.**
>
> **Online Courses like Spoken Sanskrit course, Yoga course etc.,**

*Name* _____          *Name* _____


_____          _____

*Signature of the Coordinator, IQAC*                    *Signature of the Chairperson, IQAC*