



## YEARLY STATUS REPORT - 2020-2021

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	SULLAMUSSALAM ARABIC COLLEGE, AREEKODE
• Name of the Head of the institution	Arif Zaindeen AP
• Designation	Principal(in charge)
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	0483-2960236
• Mobile no	9895552869
• Registered e-mail	naacssacollege@gmail.com
• Alternate e-mail	arif.zainap@gmail.com
• Address	AREEKODE (PO), AREEKODE, MALAPPURAM (DT), KERALA
• City/Town	Areekode
• State/UT	Kerala
• Pin Code	673639
<b>2.Institutional status</b>	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	University of Calicut				
• Name of the IQAC Coordinator	Dr.Abdul Wahab.CK				
• Phone No.	9846575216				
• Alternate phone No.	8078735216				
• Mobile	9846575216				
• IQAC e-mail address	iqacssac22@gmail.com				
• Alternate Email address	cka.wahab@gmail.com				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://www.ssac.ac.in">https://www.ssac.ac.in</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://ssac.ac.in/Uploads/Files/2020-21.pdf">https://ssac.ac.in/Uploads/Files/2020-21.pdf</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B++	3.00	2021	22/11/2021	21/11/2026
<b>6.Date of Establishment of IQAC</b>			02/09/2013		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
NIL	NIL	NIL	NIL	NIL	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		
• Upload latest notification of formation of IQAC			<a href="#">View File</a>		

<b>9.No. of IQAC meetings held during the year</b>	<b>7</b>	
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded	
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>	
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
Formulated strategies for all-round development of the Institution		
Coordinated and Submitted SSR for NAAC Accreditaion(1st Cycle)		
IQAC has taken initiative to apply new courses in the Institution		
organised UGC-NET, KTET coaching for the students at free of cost.		
successfully implemented strategies to enhance the quality of the institutional frame work of the online classess		
<b>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</b>		

Plan of Action	Achievements/Outcomes
All concerned departments, clubs and forums were directed to submit the one-year action plan	All concerned departments, clubs and forums submitted one-year action plan
In the meeting IQAC decided to submit the IIQA and SSR in 2020	Submitted the IIQA on 28th November 2020.
The meeting agreed to move forward with the proposal of applying for new courses in the campus.	Applied for two new courses (MA Economics and BA History)
The meeting suggested to conduct a session for the newly appointed faculties on Code of conduct of the college	Conducted a session for new faculties on code of conduct of the college.
All departments were advocated to extend the academic activities for the betterment of students.	All departments extended their activities for the betterment of students
IQAC suggested making Criteria wise leaders to coordinate the works of NAAC. Duties were assigned to the respective teachers in framing and implementing the criteria	All coordinators worked in the criteria for NAAC accreditation.
As a preparation for the coming monsoon, IQAC instructed the NSS and SOA units to arrange a rescue team and to equip them with essential skills needed. Students need to take up the task for development perspective in the affected areas.	SoA and NSS volunteers actively worked in disaster management in the flood affected areas.
All departments, clubs and forums were informed to submit ATR and annual report to IQAC.	All departments, clubs and forums were submitted ATR and Annual Report
<b>13. Whether the AQAR was placed before statutory body?</b>	No
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	

Name	Date of meeting(s)
Nil	Nil

**14. Whether institutional data submitted to AISHE**

Year	Date of Submission
2020-21	09/06/2022

**15. Multidisciplinary / interdisciplinary**

It is to be realized that quality of education should not be considered in fragmented terms but in a more holistic and expanded manner. A holistic and multidisciplinary approach in education is indispensable for developing well-rounded individuals that possess multifaceted functional capacities. A well identified set of skills and values is needed to develop holistic individuals at different stages of learning to meet the emerging challenges and needs of the modern era. In this regard, NEP 2020 rightly remarks that education is fundamental for achieving full human potential. A quality higher education must prepare the students for more productive and satisfying lives.

The Sullamussalam Arabic College is always in forefront of promoting the interdisciplinary and multi disciplinary education

Students should be encouraged to volunteer and participate in practical problem solving and application of textbook education in real-life scenarios to promote real-life and futuristic skills. Enquiry-based learning and skill enhancement from activities and projects should also be an integral part of education as explained in the NEP 2020.

**16. Academic bank of credits (ABC):**

Academic Bank of Credits" means an academic service mechanism as a digital/virtual/online entity established by University Grants Commission to facilitate students to become its academic accounts holder, thereby paving the way for seamless students' mobility between or within degree granting HEIs through a formal systems of credit recognition, credit accumulation, credit transfer and credit redemption to promote distributed and flexible teaching learning.

ABC is a bank for academic purposes on the patterned of commercial banks for financial purposes with students as academic account holders to whom ABC shall provide a variety of services including

credit verification, credit accumulation, credit transfer or redemption and authentication of academic awards.

It aims to promote student centricity in higher education with learner-friendly approaches across the country and promote a more inter-disciplinary approach in higher education.

It will enable students to choose the best courses/combination of courses to suit their interest.

It will enable students to select the best departments or institutions or their combination to suit their interest

It will allow students to choose a pace for their studies along with the associated cost.

### **17.Skill development:**

NEP 2020 focuses on employability and acknowledges the role of education in providing students with the right skillsets. The vision of the government via this initiative is to meet the 2030 Agenda for Sustainable Development, which strives to ensure inclusive and equitable education as well as promote lifelong learning opportunities for all. Skill development should also integrate into the higher education so that after completion of their studies youth can get job with the combination of knowledge and skill. One of the major problems faced by the Nation today is increasing mismatch between education and employment. A big skill gap is noticeable between the industrial demands and students graduating from colleges. So far as higher education is concerned, youth pursuing technical or professional courses get jobs/employment sooner or later, but those who pass with humanities have to wait for a long time.

The year 2020-21 was remarkable for Sullamussalam Arabic College, Areekode as organising number of skill development programmes, such as department level programmes, programmes conducted by the career guidance cell etc

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

National Education Policy (NEP) 2020 refers to the traditional knowledge of India that is both sustainable and strives for the welfare of all. In order to become the Knowledge power in this century, it is imperative that we understand our heritage and teach the world the 'Indian way' of doing things. Ministry of Education

has established Indian Knowledge System (IKS) Division in AICTE in 2020 with a vision to promote interdisciplinary and transdisciplinary research on all aspects of Indian Knowledge Systems (IKS), preserve and disseminate IKS knowledge for further research and societal applications.

The age old and time tested traditional knowledge lying in the old manuscripts and books in the Sullamussalam Arabic College Library archives brought into the attention of the students for the research oriented studies. these valuable archives has been utilised by various scholars from the different parts of the nation.

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

Outcome-based education is a system where all the parts and aspects of education are focused on the outcomes of the course. The students take up courses with a certain goal of developing skills or gaining knowledge and they have to complete the goal by end of the course. Outcome based education is an educational methodology where each aspect of education is organized around a set of goals (outcomes). Students should achieve their goal by the end of the educational process. Throughout the educational experience, all students should be able to achieve their goals. It focuses on measuring student performance through outcomes. The OBE model aims to maximize student learning outcomes by developing their knowledge & skills.

The Sullamussalam Arabic College evaluates the attainment of Programme Outcomes, Programme specific outcomes and Course Outcomes at regular intervals. The IQAC of the college along with various departments, measure the programme outcome on the basis of placement of the students, admission to the higher studies, Projects and internships obtained by the students, etc. The attainment of course outcomes is evaluated in multiple ways ie, Internal Exam Evaluation, External Exam Result Evaluation Feedback of the Students, Parents, and Alumni.etc

#### **20.Distance education/online education:**

The College is a local chapter of online courses like NPTEL and COURSERA. NPTEL (National Programme on Technology Enhanced Learning) NPTEL is introduced and developed by the Indian Institute of Technology and Indian Institute of Science jointly. It is an online learning platform, offering multi-disciplinary and social science subjects. This unique initiative is fully funded by Ministry of Human Resource and Development, Government of India. The College is an active local chapter of NPTEL, where numerous students quench their thirst for knowledge. The career development cell (CDC)

introduces the various courses of NPTEL to the students and teachers. The attractive result of achieved by the institution in NPTEL encouraged us to set up another online learning platform that can contribute to the overall development of students and teachers. The official launching of the COURSEERA for campus was on 15th September 2020. The college is recognized as a local chapter of COURSEERA, since then the number of students have been enrolled for various courses and successfully completed within stipulated period.

IGNOU has sanctioned a study centre at Sullamussalam Arabic College right now. we hope this would be remarkable support to innumerable students those who dont have access aswellas resources for regular courses.

### Extended Profile

#### 1. Programme

1.1	210
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Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	<a href="#">View File</a>

#### 2. Student

2.1	530
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Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.2	212
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Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year

File Description	Documents
Data Template	<a href="#">View File</a>

2.3	115
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Number of outgoing/ final year students during the year



File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1 Number of full time teachers during the year	21
File Description	Documents
Data Template	<a href="#">View File</a>
3.2 Number of sanctioned posts during the year	21
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1 Total number of Classrooms and Seminar halls	20
4.2 Total expenditure excluding salary during the year (INR in lakhs)	37.23
4.3 Total number of computers on campus for academic purposes	110
<b>Part B</b>	
<b>CURRICULAR ASPECTS</b>	
<b>1.1 - Curricular Planning and Implementation</b>	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
Sullamussalam Arabic College, affiliated with the University of Calicut, has four Undergraduate and one Postgraduate programs. The Institution runs all its programs following the curriculum outlined by the University of Calicut. The management committee and faculty members are members of the board of studies in the University	

and their contributions to designing and developing the university curriculum are widely appreciated. The following are the major strategies enforced by the college for effective curriculum delivery. 1.The College Council is the prime body tasked with ensuring planned delivery of the curriculum. 2.IQAC conducts meetings regularly to plan, monitor, and review the curriculum implementation and prepares the necessary Year plan. 3.Based on the IQAC minutes and feedback report, prepares an Action Taken Report for the effective implementation of the curriculum. 4.By assigning a semester-wise Lesson plan, every department ensures the smooth running of its pedagogical practices. 5. The academic-related activities are transferred to the students through the Academic handbook and calendar. 6. Each department conducts centralized Digital as well as offline internal tests at regular intervals. 7. Co-curricular activities like seminars and workshops are planned to supplement the syllabus content and bridge the gap between the curriculum and extra and co curriculum.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://www.ssac.ac.in/NAAC-ssa/AQR/Criterion1/1.%201.%202%20additional.pdf">https://www.ssac.ac.in/NAAC-ssa/AQR/Criterion1/1.%201.%202%20additional.pdf</a>

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

Sullamussalam Arabic College has been systematically maintaining academic perfection since its inception. As per the IQAC instruction, the college introduces an academic calendar to keep students, teachers, and staff reminded of key dates throughout the academic semester. Academic Calendar: The college focuses on some academic activities through the academic calendar to accomplish the internal evaluation of the students, namely internal examinations, PTA meetings, final attendance for APC, and internal evaluation score sheet. Internal examination: For every Semester, the college conducts two internal examinations and a Digital exam for the students. Internal evaluation score sheet: In the academic calendar, the college reveals the date of publishing the internal evaluation score sheet. Following the date, every department publishes the score sheet on the department notice board. Based on the academic calendar, the college prepares the academic support for all departments such as department timetable, department year plan, tentative academic schedule, etc. By implementing an Academic

calendar, the college effectively manages the time for all academic-related activities that lead to academic success.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://www.ssac.ac.in/NAAC-ssa/AOR/Criterion1/1.%201.%202%20additional.pdf">https://www.ssac.ac.in/NAAC-ssa/AOR/Criterion1/1.%201.%202%20additional.pdf</a>

**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**

**D. Any 1 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 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**

6

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

**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)**

3

File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

17

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

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

Sullamussalam Arabic College follows the University of Calicut curriculum. The college ensures that the students are well informed about the issues like Gender, environment, values, ethics, etc. The College implemented two methods to ensure student awareness of these issues. 1. Through the courses in the Syllabus. 2. Through implementing Institutional level Clubs and cells. In the Syllabus around 78 courses in the curriculum address issues relevant to Environment and Sustainability, Gender, Human Values, and Professional ethics. Out of these courses, 25 courses discuss Gender and Environmental issues. 22 courses inculcate values in Environment and Sustainability, and 31 courses are to enlighten Human Values and Professional Ethics. Institutional level Clubs and cells are established to address issues related to Gender, environmental issues, and human values. The college maintains a Women Cell, Anti-

sexual Harassment cell, Green club, Travel and Tourism Club, Students Initiative Palliative, and Students On Alert. The college conducts various events on the issues relevant to Gender, human values, professional ethics, and the environment under these clubs. Since it was Covid, most of the programs were in the online mode.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

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

2

File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View File</a>
MoU's with relevant organizations for these courses, if any	<a href="#">View File</a>
Institutional Data in Prescribed Format	<a href="#">View File</a>

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

92

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

<b>1.4 - Feedback System</b>	
<b>1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni</b>	<b>D. Any 1 of the above</b>
<b>File Description</b>	<b>Documents</b>
URL for stakeholder feedback report	<a href="https://www.ssac.ac.in/IOAC/Feedback">https://www.ssac.ac.in/IOAC/Feedback</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>A. Feedback collected, analyzed and action taken and feedback available on website</b>
<b>File Description</b>	<b>Documents</b>
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://www.ssac.ac.in/IOAC/Feedback">https://www.ssac.ac.in/IOAC/Feedback</a>
<b>TEACHING-LEARNING AND EVALUATION</b>	
<b>2.1 - Student Enrollment and Profile</b>	
<b>2.1.1 - Enrolment Number Number of students admitted during the year</b>	
<b>2.1.1.1 - Number of students admitted during the year</b>	
<b>185</b>	
<b>File Description</b>	<b>Documents</b>
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>
<b>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</b>	

supernumerary seats)

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

109

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 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 newly admitted students have regularly evaluated through department-level specific programs immediately after the admission process. At the end of the bridge course, there would be an examination conducted by each department to assess the multi-level cognitive ability of the students in the MCQ model and subsequently categorize them as slow learners and advanced learners based on their performance.

All programs during this academic year through the online mode

Special programs for slow learners

- Motivation Programmes: Special motivation programs and inspiring talks for slow learners are organized by various departments under the supervision of IQAC.
- Parent-Student Counselling: Once identified, the parents of slow learners are informed about their wards' academic performance and career attainment, through special meetings.
- Skill Enhancement Programme
- Remedial coaching

Special programs for advanced learners

- Seminars and Workshops
- ALSP (Advanced Learners Special Programmes): Arabic Department organized UGC-NET, K-TET coaching, speaking skills enhancement program, etc.
- Top Learners Club: The club organized a special orientation program for civil service/ state service competitive examinations

- **Certificate courses:** Various departments offer certificate/ add-on courses to enrich the knowledge base of advanced learners.
- **INFLIBNET**
- **Research Forum:** A wing under the research department of Arabic actively engaging and encouraging research-related activities.

File Description	Documents
Paste link for additional information	<a href="https://ssac.ac.in/StudentsSupport/Clubs/LITERARY%20FORUM">https://ssac.ac.in/StudentsSupport/Clubs/LITERARY%20FORUM</a>
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
530	21

File Description	Documents
Any additional information	<a href="#">View File</a>

### 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 the academic and non-academic activities in the college are planned and implemented focusing on students' needs and requirements.

- The students at UG and PG levels are required to do individual or group projects on a suitable topic related to their subjects concerned.
- **Document Translation Assistance:** The institution receives assignments for translation of travel and other documents from Arabic to English, English to Arabic, and Malayalam to Arabic from travel agencies and individuals. With the guidance and supervision of teachers, students from Arabic Department undertake the task.
- A library with adequate resources in print and digital format provides an ambiance for self-learning.
- **Periodic Assignments** through online help students improve their intellectual, creative and research faculties.



- In participative e-learning sessions, the students work on various subject-specific tasks using the resources of the digital library like N-List, INFLIBNET, and subject-specific software.
- National and international seminars, Academic workshops, and invited talks
- Interactive method: The faculty members make learning interactive with students by motivating student participation in group discussion, role-play, subject quizzes, news analysis, educational games, discussion, and questions and answers on current affairs

Participative learning is enhanced through the various programs organized by various clubs, NSS, etc.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://ssac.ac.in/">https://ssac.ac.in/</a>

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

The Institute follows ICT-enabled teaching in addition to traditional classroom education. All the classrooms are fully furnished with LCD/OHP/Computers. During the Pandemic Covid 19 time, online modes of learning were implemented. The campus is Wi-Fi enabled and accessible to all students and faculty members. The faculty members are using IT-enabled learning tools such as PPT, Video clippings, Audio systems, and online sources, to expose the students to advanced knowledge and practical learning. The college library provides access to electronic resources like N-List of INFLIBNET, Directory of Open Access journals, Shod Ganga-(Repository of E-Theses, Makthabathushamila (Offline Database), etc. Library software Koha, Library Blog, Network Resource Centre, etc. facilitate the users in the information retrieval process.

ICT Tools and Resources Available in the college include: Computers, Good internet connectivity with Wi-Fi, Visualizer, Informatics cum Language Lab, Well-equipped ICT Centre, Multimedia Podium, Pointer for Presentation, Zoom Platform / Google Meet, Google Classrooms for online examination and assignment submission, Students and Teachers are introduced to MOOC (Massive online open Course) platforms such as Coursera, Swayam and other online platforms, Digital question

bank, Google forms for internal exams, Institutional YouTube Channel for broadcasting educational programs, Subject wise WhatsApp for sharing study materials and clearing doubts.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

### 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

21

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
Mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

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

21

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

#### 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

5

File Description	Documents
Any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

### 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

186

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 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 institution follows the guidelines of the University of Calicut for maintaining continuous internal evaluation. In this Covid 19 pandemic situation, the heads of departments have taken great care to ensure that the information is posted on the online learning platforms well in advance.

Internal markdistribution

Split of Marks

%

Marks (20)

2 Examinations

50

10

**Assignment**

25

5

**Seminar/ Viva****Attendance**

25

5

If a student is absent for an examination due to any genuine reason or engaged in some activities in the college, a retest is conducted. Every teacher is required to submit the printed and untapped question papers to the coordinator of the internal exam before the commencement of the examination. We have officially constituted an 'Internal Examination Wing'. The results of centralized internal examinations are published within days after the completion of the exam. The internal mark is published on the department notice board. The signature of students is obtained in the register concerned. The complaints regarding the obtained internal marks could be redressed at the department and college level redressal cell properly.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://ssac.ac.in/StudentsSupport/Clubs/INTERNAL%20EXAMINATION%20MONITORING%20_%20GRIEVANCE%20CELL">https://ssac.ac.in/StudentsSupport/Clubs/INTERNAL%20EXAMINATION%20MONITORING%20_%20GRIEVANCE%20CELL</a>

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

To ensure a time-bound and efficient Redressal of Grievances in the institution, a two-tier redressal mechanism is followed. 1. Department level 2. Institutional level. The department-level grievance redressal cell runs under the supervision of the concerned department heads. All the faculty members of the respective

departments are members of this cell. The college has a Central Grievance Redressal Cell under the supervision of the Principal consisting of all heads of the departments along with two student representatives recommended by the students' union. The grievance related to the centralized examinations can be put in the grievance redressal box, and the grievance cell convener promptly and judiciously addresses and respond to the grievances. Attendance-related grievances are addressed by the department grievance cell according to the University of Calicut API norms. The shortage of attendance due to the participation of College level programs like NSS and Fine Arts are compensated as per the university norms to the condition of showing the participation certificate.

External examinations are conducted according to the university examination schedule and calendar under the supervision of the Chief Superintendent of examinations. The grievance concerning external examination will be initially addressed by the Central Grievance cell. The students can apply for the revaluation according to the University rules under the supervision of the central grievance redressal Cell Convener.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://ssac.ac.in/StudentsSupport/Clubs/INTERNAL%20EXAMINATION%20MONITORING%20%20GRIEVANCE%20CELL">https://ssac.ac.in/StudentsSupport/Clubs/INTERNAL%20EXAMINATION%20MONITORING%20%20GRIEVANCE%20CELL</a>

## 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 program and course outcome is stated in the university syllabus. This gives proper awareness among the teachers and students regarding the program and the course outcome. Each program is designed in a way to improve language proficiency, logical reasoning, critical thinking, etc. Every year, college-level orientation programs are organized for the students and parents at the beginning of the academic year. The pattern of examination and evaluation procedure is discussed in the meeting.

The PSOs and COs of each program are displayed on the College website for the students to access the same. Besides these, the entire online and offline student enrichment and enhancement

programs organized by the departments are centered on direct or indirect attainment of CO, PSO, and PO.

During the year 2020-2021, due to the covid pandemic, offline orientation programs could not be arranged as there were restrictions to conduct offline group meetings. Hence online programs were conducted. Initially, orientation programs were conducted department-wise. In addition to this, College Level Orientation Programmes were conducted through an online platform, and students from all departments attended the sessions.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://ssac.ac.in/Departments/Arabic/Academics">https://ssac.ac.in/Departments/Arabic/Academics</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

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

The attainment of Programme Outcomes, Programme Specific Outcomes, and Course Outcomes are evaluated in the following ways:

- The institute follows the Academic Calendar of our affiliated university.
- All the subject teachers maintain an Academic Diary every academic year.
- All the subject teachers prepare Semester-Wise Evaluation Reports.
- The academic progress of each student is monitored continuously through Internal Examinations, tests, assignments, seminar presentations, practicals, discussions, and classroom activities. External examinations are analyzed. Both results and the marks obtained for attendance are then mapped to the Programme Outcomes and Course Outcomes.
- The internal examination committee analyses and evaluates reports of results.
- External Exam Result Evaluation: There is a department-level mechanism for analyzing the University exam results.
- Feedback from the Students, Parents, and Alumni: At the end of the academic session, the college accepts feedback from the students as well as the parents regarding the attainment of PO, PSO, and CO.

- **Group discussion and debates at department levels: Each department of the college organizes academic group discussions, and debates on current events.**
- **The placement committee reviews the Students' Progression and directs students to Higher Studies and their Placement.**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://ssac.ac.in/Uploads/Files/BA%20AFZAL%20UL%20LAMA%20PO%20CO.pdf">https://ssac.ac.in/Uploads/Files/BA%20AFZAL%20UL%20LAMA%20PO%20CO.pdf</a>

### 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

117

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="https://ssac.ac.in/naac-ssa/AQR/Criterion2/2.6.3/annual%20rep.pdf">https://ssac.ac.in/naac-ssa/AQR/Criterion2/2.6.3/annual%20rep.pdf</a>

### 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://ssac.ac.in/naac-ssa/AQR/Criterion2/2.7.1/Sullamussalam%20Arabic%20College%20Areekode%20sss\\_removed\\_removed.pdf](https://ssac.ac.in/naac-ssa/AQR/Criterion2/2.7.1/Sullamussalam%20Arabic%20College%20Areekode%20sss_removed_removed.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	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

**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**

3

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**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**

0

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

**3.2 - Innovation Ecosystem**

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



of knowledge

The College has created an adequate ecosystem for research and innovation by taking initiative for the creation and dissemination of knowledge and establishing the state of the art infrastructure for research. **Research Legacy:** Sullamussalam Arabic College, a Pre-independent Pioneer institution established in 1944 affiliated with Madras University, acts as a lighthouse in Research activities and played a key role in promoting free-thinking for renaissance and reforms in different socio cultural sectors. The College is a hub of innovative Research activities focusing on solutions and remedies beyond the classroom framework and syllabus. Many innovative practices are continuously introduced to bring new insights into knowledge and an inquisitive spirit among students and faculty members. **Research Department:** The college is granted a new course as a form of Research Department in Arabic in 2019 as a result of its relentless effort in research promotions and innovations. Three authorized research guides and six Research Scholars are currently pursuing their Ph.D. under these faculties. **Research Forum:** The Forum aims at developing quality educational research, shapes the research attitude with workshops on the Scientific method of Research, ethics of research, intellectual property Right, discourse analysis, plagiarism, and copyright, etc.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.ssac.ac.in">www.ssac.ac.in</a>

### 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

4

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

<b>3.3 - Research Publications and Awards</b>	
<b>3.3.1 - Number of Ph.Ds registered per eligible teacher during the year</b>	
<b>3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year</b>	
0	
File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
<b>3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year</b>	
<b>3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year</b>	
0	
File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	No File Uploaded
<b>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</b>	
<b>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</b>	
0	
File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	No File Uploaded

### 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

**3.4.1 Extension activities in the neighborhood community in terms of impact and sensitizing students to social issues and holistic development.**

Inculcate social commitment in students has been given prime priority in the vision of our college. The institution always insisted on the mission of the college to mold the students to be sensitive to the cause of justice, love, truth, and peace. The college executes its extension activities in the neighborhood communities through NSS, Association, department, alumni association, and various clubs. This academic year is fully in Covid pandemic situation, with the limit of this period, our activities as following:

- "Ever Green" Project: College students formed a team named "Green club" For Green Campus, it aims at nurturing values for preserving nature.
- IFLQ and "OFF SADOK" are the collaborative learning platform for adults and the public as Open Forum For Sharing And Dissemination Of Knowledge.
- Palliative Home visit: SIP volunteers adopted and regularly visited bedridden patients at their home along with the medical team for their support.
- Charity fund collection: College NSS Unit collected funds for charity work.
- Document Translation: Students of Degree and PG translated some sort of agreements and Visa and License etc.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

**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**

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

**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**

10

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

**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**

1041

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 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

0

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	No File Uploaded

#### 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

6

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

### 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.

The institution, Sullamussalam Arabic College meets the requirement of quality infrastructure for the academic and administrative activities in consultation with the IQAC committee, heads of departments, and administrative staff. The college has adequate facilities for teaching-learning activities. 1. The college has 20 ICT-enabled classrooms. 2. The college has a well-equipped Computer lab. 3. Almost all the departments have a separate library for UG and PG students apart from the central library. 4. All the departments have ample facilities such as desktops and laptops, printers, and LCD projectors. 5. The entire college is enabled with Wi-Fi. 6. A Solar panel to meet the power requirement of 15KVA has been installed. 7. The open-air stage functions in the college to conduct various co-curricular activities. 8. There are two outdoor rest areas for students and one girls' restroom with adequate facilities including Sanitary Napkin Incinerator. 9. The central library on the campus has more than 15 thousand books. 10. A good number of facilities are also provided for sports and games and recreation. 11. The college is provided with a diesel-powered generator of 100KVA capacity. 11. The college provides ample parking facilities for faculty and students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://ssac.ac.in/Infrastructure">https://ssac.ac.in/Infrastructure</a>

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

The college campus has ample facilities for both outdoor and indoor sports and games and various cultural activities. Sports Infrastructural facilities available in the college 1. Outdoor stadium: The college has a full-fledged stadium with a size of 100mtrs x 64mtrs with extra space. The stadium has a 6-step gallery with a seating capacity of 5000. 2. Multigym: The college has a multi-gym. 3. Table Tennis Hall: The college has had a table tennis board placed in a 9x6 meter size room. 4. Badminton Outdoor Court: A 15x8 meters size tiled badminton court is available in the college courtyard. The students as well as teachers regularly utilize the court in the evenings. 5. Multipurpose Court: A multipurpose court

is set up in 2005 at a size of 30x15mtrs. Facilities for cultural activities: 1. The college provides various platforms for students to develop their cultural and artistic talents. Many of our students participate in cultural activities and competitions conducted by the Universities and other agencies. 2. The students' union conducts various programs to enrich the student's talents. 3. College provides infrastructure facilities for the upbringing of students' cultural talents.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://ssac.ac.in/StudentsSupport/Clubs/PHYSICAL%20EDUCATION%20CELL">https://ssac.ac.in/StudentsSupport/Clubs/PHYSICAL%20EDUCATION%20CELL</a>

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

18

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://ssac.ac.in/Infrastructure">https://ssac.ac.in/Infrastructure</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 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)

3723020

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

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

Name of ILMS software: KOHA Year of Installation: 2017 Current Version: 20.05.06.000 e-Library: al- Makthabah Shamela (Arabic) Total No of Books: 16040 till date 22/01/2021 Total area: 2000 Working hours: 8.30 am to 5.00 pm from Monday to Saturday. The Sullamussalam Arabic College library building is designed to create an ambiance suitable for learning and scholarship. The library has an area of 2000 Sq ft with a reprographic center. The reading area is having a seating capacity of 50 and an adequate number of signboards are erected in the library to locate the books easily. The Library has a Digital Collection Repository of 500 e-question papers. In addition to this, the library subscribes to INFLIBNET N-LIST and it has access to 31,35,000+ e-books and 6000+ e-journals through the N-LIST. The Library Advisory Committee is in charge of planning strategies for the smooth functioning of the library. The Principal of the college is the Chairman of the Library Advisory Committee, Librarian is the Convener and IQAC Coordinator, the Staff Council Secretary, Heads of the departments, and language teachers are members. The committee meets twice a year to review the functioning of the library and recommends modifications if needed.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://ssaclibrary.blogspot.com/">https://ssaclibrary.blogspot.com/</a>

**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**

**B. Any 3 of the above**



File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

#### 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)

15000

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

#### 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

1056

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

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

IT and infrastructure facilities are constantly being updated. All classrooms are with internet connectivity and a good audio system. There is a well-working computer lab with 60 computers. We have a full-fledged, state-of-the-art media club to give practical training for the students in DSLR and professional cameras, Tripods,

Microphones, etc. We also have fully structured networking including optical fiber connectivity with 100 Mbps speed. The college has introduced campus Wi-fi with 6 access points spread over 4 buildings, in addition to Kerela Govt.'s free Wi-Fi connectivity. All computers are connected to an IBM Server through a Cyberoam firewall. The institution is equipped with 79 computers and 7 laptops. For Internet sharing and security Firewall hardware is established. The power supply is ensured by 7 UPS with 5 KVA and 2 UPS with 3 KVA. One 10 KVA Solar power plant and 25KVA Generators also support the power supply. The server room has 36 U Rack, Dlink 24 ports, and a 1Ghz switch. The college has also signed AMC (Annual Maintenance Contract) with companies like Datapoint Computer Technology and Boon Technologies which ensures proper installation, maintenance, periodic checking, and the proper disposal of computers, and other electronic items.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://ssac.ac.in/Infrastructure">https://ssac.ac.in/Infrastructure</a>

#### 4.3.2 - Number of Computers

60

File Description	Documents
Upload any additional information	<a href="#">View File</a>
List of Computers	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution

B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 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)**

3723020

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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.

The college follows a well-established system for the maintenance and utilization of its physical and academic facilities to ensure their sustainability. This is primarily achieved through the monitoring of various committees like IQAC, College Council, Building Committee, Purchase Committee, and PTA with necessary support systems. These bodies give timely instructions and advice on the construction and renovation of buildings, procurement, and maintenance of equipment, and the proper upkeep of other facilities. The college emphasizes maintaining all its assets properly for long-term use and thus has evoked in every employee and stakeholder a feeling of belongingness. The college ensures transparency, efficiency, and accountability concerning the maintenance and utilization of its facilities. Every department has common procedures to receive complaints and directions from students and parents for overall betterment. The department keeps complaints and maintenance registers. The periodic department meetings discuss the problems and they are timely reported and actions are taken. As the government does not permit the appointment of staff for maintenance and repair, the institution seeks help from external agencies.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://ssac.ac.in/Administration/Management">https://ssac.ac.in/Administration/Management</a>

<b>STUDENT SUPPORT AND PROGRESSION</b>	
<b>5.1 - Student Support</b>	
<b>5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year</b>	
<b>5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year</b>	
181	
File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>
<b>5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year</b>	
<b>5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year</b>	
0	
File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded
<b>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</b>	<b>A. All of the above</b>

File Description	Documents
Link to Institutional website	<a href="https://ssac.ac.in/Infrastructure">https://ssac.ac.in/Infrastructure</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

25

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

25

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**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	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 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

9

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

### 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

16

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of student progression to higher education	<a href="#">View File</a>

### 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**

25

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

**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.**

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	No File Uploaded

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 gives ample representation to students in various decision-making bodies. This is primarily achieved through a free and fair election of Students Union Members in a parliamentary mode

of election as per the recommendations of the Lingdo Commission. The Union comprises of Union Chairperson, ViceChairperson, General Secretary, Joint Secretary, Fine Arts Secretary, General Captain, and Student Editor. One student is elected as University Union Councilor. The posts of Vice-Chairperson and Joint Secretary are reserved for female students.

1. Due to covid protocol and lockdown situation in the country, The Student Union of Sullamussalam Arabic college organized various programmes over internet during 2020-21 academic year.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### 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

7

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

### 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

SOSA (Sullamussalam Old Students Association) is a registered Alumni association. It plays a vital role in all the prospects of success and improvement of their alma mater. For the last 64 years, old students have been encouraging this institute to keep pace with



modernity and technological advancement. During the last five years, after the formation of SOSA, the old students are of full energy and determination to place their college at the zenith of excellence. The vibrant alumni act as an extended right hand of the college involving various socio-political and cultural spheres. The Old Student's Association aims at perpetuating friendship and co-operation among the alumni through publications, informed group meetings, and all other possible means. SOSA has also undertaken several major development projects to be completed in the nearest future. The Association is functioning in India and abroad. It seeks to further the socio-literary and cultural interest of the college by maintaining an active channel of communication between the college & Alumni.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

**5.4.2 - Alumni contribution during the year (INR in Lakhs)**

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

## 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

#### Vision:

Nurturing the young by imparting to them high-quality education, leadership skills, and ethical values which together enable them for harmonious existence in society.

#### Mission:

Provide value-based education and inculcate in the students' community the ability to utilize maximum potential to meet challenges of a new era by inspiring them to continue the process of learning throughout their life. Make the students' community

committed to the greater common good. Provide quality educational programs that integrate academic and cultural studies along with Arabic Language and Literature, English Language and Literature, and Economics. Empower the students to seek and succeed in their entire life. Promote excellent personal manners, high civic values, and strong leadership skills. Prepare students to become good citizens and contributing members of society. Guide students to develop life skills and interests.

IQAC, Staff Council, and PTA are made responsible to confirm that the curricular and extracurricular activities align with the college's vision and mission, which is reflective of the National Education Policy 2020 stresses the importance of multidisciplinary educational institutions. Through the various clubs and associations, the institution is ensuring the participation of Management committee members, teachers, parents, and students in the affairs of the college.

File Description	Documents
Paste link for additional information	<a href="https://ssac.ac.in/Institution/AboutCollege">https://ssac.ac.in/Institution/AboutCollege</a>
Upload any additional information	<a href="#">View File</a>

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

The everyday governance of the college is carried out by a decentralized governing body, with the principal at its helm. The decentralized governing system ensures that various governing bodies such as academic departments, faculty representatives, administrative wing, student representatives, and the PTA have a due say in the planning and execution of various programs and activities in the college. The Internal Quality Assessment Committee is responsible for making sure that various departmental and club activities meet the set of standards. The Discipline Committee, constituted by staff members and students, works in collaboration with the Anti-Ragging Cell and Grievance Cell to build a learning environment for the students conducive to efficiency and creativity. NSS and Students' Initiative in Palliative organizes community-oriented programs. Staff Council, presided by the principal and managed by the Staff Secretary, meets once a month. For the timely undertaking of the internal exams, an Internal Examination Coordinator is appointed by the principal. To ensure the smooth functioning of the examination, every teaching and non-teaching

staff is entrusted with various duties. The Admission Committee, headed by the Admission Nodal Officer, is constituted to make sure that admission procedures are carried out effortlessly in line with the university rules.

File Description	Documents
Paste link for additional information	<a href="https://ssac.ac.in/">https://ssac.ac.in/</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Strategic plans have been formulated and implemented by the institution in order to meet quality as well as value in all its academic accomplishments. The continuous evaluation of and subsequent improvements in the scholastic ability of both the students as well as teachers have resulted in achieving unparalleled academic excellence. The Management Committee, Staff Council, and the IQAC strive to frame the policy and to decide the mode of execution. The IQAC gives full efforts to formulate and deploy the strategic plan. Eight broader areas identified in the strategic plan are, viz. Academics with emphasis on Skill-based education, Innovation, entrepreneurship, Research, Green Initiatives, Students Support, Community Service, Industry Collaboration, and Infrastructure.

The institution was initially envisaged as a full-fledged higher learning center to promote foreign languages with a special focus on the Arabic language. Later with the changing academic scenario, it was apprehended that the need of the hour was to promote programs based on skills. From this realization, the promotion of skill-oriented multi-disciplinary courses was included in the main objectives of the strategic plan.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	<a href="https://ssac.ac.in/Institution/AboutCollege">https://ssac.ac.in/Institution/AboutCollege</a>
Upload any additional information	No File Uploaded

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 college and the Management Committee have established a multi-level leadership system. The Manager, Principal, IQAC, and the Staff Council work together to formulate policies and plans to ensure quality. All activities of the college follow UGC regulations and the instructions of the Directorate of Collegiate Education, Kerala. The college belongs to the group of institutions of higher education that abide by the laws of the Government of Kerala and the decree of Calicut University.

Heads of the Departments monitor the progress and regularity of students' learning by assigning mentors from teachers to all the classes. Various statutory bodies also play an important role in the administration and management of the college. We have adopted a three-tier appeal mechanism to correct student appeals. The college follows the "Kerala Service Rules" to decide on vacations, travel allowances, pensions, and related matters. From time to time, the UGC regulations notified by the Kerala Government apply to salary scales, promotion, and career development. The appointment of teachers and office staff are based on merit to ensure quality and the college Management committee does not receive any capitation.

File Description	Documents
Paste link for additional information	<a href="https://ssac.ac.in/Administration/Management">https://ssac.ac.in/Administration/Management</a>
Link to Organogram of the institution webpage	<a href="https://ssac.ac.in/naac-ssa/AQR/Criterion6/6.2.2/Organizational_Chart_SSA.pdf">https://ssac.ac.in/naac-ssa/AQR/Criterion6/6.2.2/Organizational_Chart_SSA.pdf</a>
Upload any additional information	<a href="#">View File</a>

**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	<a href="#">View File</a>
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

The institution and management have provided comprehensive support to the faculty and staff to fulfill their personal and academic requirements. The institution has full of pride in the welfare measures taken for teachers and non-teaching staff.

Staff members who participate in officially approved seminars and workshops are granted leave, and financial assistance is provided. The college grants maternity leave and paternity leave to eligible employees. The college provides leisure rooms for employees to spend their free time. There are parking facilities for employees on campus, and the institution provides internet facilities.

The Staff Council of the college has been taking proper measures to ensure the welfare needs of employees. It's once a monthly meeting to discuss the matters of staff along with other academic activities. It acts as a coordinating agency to promote and protect the common interests of staff. The Staff Council is chaired by the principal, a faculty member will act as secretary. The council ensures the welfare of all employees in the institution and maintains the welfare fund to meet the requirements of its members. Every month teaching and non-teaching staff are contributing a respectable sum for the welfare and academic excellence activities of the council members.

File Description	Documents
Paste link for additional information	<a href="https://ssac.ac.in/index">https://ssac.ac.in/index</a>
Upload any additional information	<a href="#">View File</a>

**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**

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

**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**

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded

**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**

9

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

The institution holds an effective appraisal system for monitoring and thus improving the performance of both teachers and non-teaching staff. The system aims at a systematic and reliable analysis of the performance of faculty members and non-teaching staff and ensures the implementation of the suggestions received and the further enhancements based on the appraisal system adopted.

**Feedback System:** In the beginning years of the institution, the college practiced a manual feedback system for evaluating faculty members and non-teaching staff, in which the principal of the college collected the filled-in questionnaires from students by the end of each academic year. As an IQAC initiative, an Online Feedback System has been implemented in 2018. After reviewing the feedback of the staff prepared by the students, the principal provides appropriate counsel to the faculty members, confidentially.

**Self-Appraisal for teachers and Non-Teaching Staff:** Every teacher is required to submit a self-assessment form in the required PBAS format based on the API scores thus gained, as and when indicated by the UGC. The Self-assessment forms are critically assessed, and the teachers are encouraged to improve their performance levels. These forms are proven effective measures in improvising teacher-learner interactions in a constructive manner.

File Description	Documents
Paste link for additional information	<a href="http://portal.ssac.ac.in/Login.aspx">http://portal.ssac.ac.in/Login.aspx</a>
Upload any additional information	<a href="#">View File</a>

#### 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 financial management system of the Institution is transparent and well-planned while the principal and the purchase committee supervise and ensure that all financial transactions are done after due care and as per rules. The internal and external financial audits of grants and funds sanctioned government/ UGC, and funds received from other sources are conducted separately. A three-level audit is performed in cases of all grants and funds received from state and central governments and agencies like UGC following the government procedures prescribed in the Kerala financial code. As per the sanction letter for such grants/funds, the income and expenditure statements are initially submitted to an external registered Chartered Accountant.

Moreover, the Directorate of Collegiate Education, audit team verifies all the financial documents, and the Accountant General, Kerala also conducts their periodic verification of all the accounts sanctioned by the Government. Other than this, Internal and external auditing is conducted for the funds received from the management regularly. All financial transactions initially are approved by the Principal and the Manager. At the end of each academic year, one of the Director board members, with experience in auditing, audits the management accounts within a month.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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)**

**14.95**

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	<a href="#">View File</a>
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

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

Since the college is a government-aided college, it receives funds from agencies like UGC and grants and scholarships from State and Central government, apart from the funds initiated by the Management, PTA, and Alumni. The Institution has a transparent and well-planned financial management system. Some of the major grants received from funding agencies by submitting the proposals from the college are detailed below.

1. Grant-in-Aid - A major portion of committed and regular funds are provided by the Government of Kerala in the form of the Salary of the employees (Grant-in-Aid).

2. Infrastructure grants from the UGC-The College has received grants from the UGC for many infrastructure developments such as a ladies' hostel, IT infrastructure, Library development, Auditorium etc.

3. Grants for Seminars and Conferences- The institution also received grants from the UGC for organizing various international and national conferences

Apart from the funding agencies, Local MPs, PTA, and Alumni Association also contribute both in kind and in cash towards students' welfare. Proper scrutiny is done at management and college level, to ensure proper utilization of resources. The IQAC of the college also contributes various means for systematic utilization of funds both for academic and co-curricular purposes.

File Description	Documents
Paste link for additional information	<a href="https://ssac.ac.in/Institution/CoreValues">https://ssac.ac.in/Institution/CoreValues</a>
Upload any additional information	<a href="#">View File</a>

## 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 has implemented many practices as part of internal quality maintenance and enhancement in the academic, administrative, and extension activities of the college. It furnished guidelines for Bridge courses for the freshers, Certificate Courses, Seminars and Workshops, Social Welfare Program (SoWP), Class PTA, and Career Enhancement Program (CEP) for institutionalizing quality assurance.

The orientation program for the fresh batches of all undergraduate programs at the commencement of the course is an IQAC initiative that began in 2015. In addition to the regular programs, the college-initiated certificate courses from 2015 onwards under the patronage of IQAC to develop the competency of the students. Certificate courses and other career-oriented programs are introduced by the IQAC, which helps to enhance the learning experiences of the students.

Social Welfare Program (SoWP) SSAC-SoWP is an initiative by the institution to connect students with society through different activities. It is a combination of various activities of SIP (Students initiative in palliative) and SOA (Students on Alert). The college has a unique tradition to provide and extend support to the marginal sections who are living in the surrounding region. Social works play a crucial role in improving the lives of those who need it the most.

File Description	Documents
Paste link for additional information	<a href="https://ssac.ac.in/naac-ssa/AOR/Criterion6/6.5.1/6.5.1.pdf">https://ssac.ac.in/naac-ssa/AOR/Criterion6/6.5.1/6.5.1.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

The IQAC oversees teaching and learning processes, structures, and methodologies for identifying operating matrices and obtaining learning outcomes. To review the teaching-learning process, IQAC takes initiative in conducting an Academic Audit, Parents Meeting, Result Analyses, Faculty Seminars, etc. in the College.

IT infrastructure & ICT tools in the teaching and learning process

The college has been making consistent and sincere efforts to improve its existing IT infrastructure as per the need of the hour and requirements. ICT tools are more widely used all over the world than ever before for effective teaching and learning. This involves online digital learning, digital presentations, digital content creation, etc.

Academic and Administrative Audit is conducted to review the teaching and learning processes using some measures formulated by the institution. A self-audit report prepared by the faculty members at the end of every academic year is evaluated by the IQAC academic audit team.

A feedback system is arranged in the institution. Students send their feedback online directly to the principal and confidentiality of these communications is kept without fail. A final feedback report is generated and mailed to respective teachers by the principal.

File Description	Documents
Paste link for additional information	<a href="https://ssac.ac.in/StudentsSupport/G/Virtual%20Teacher">https://ssac.ac.in/StudentsSupport/G/Virtual%20Teacher</a>
Upload any additional information	<a href="#">View File</a>

**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**

**C. Any 2 of the above**

Certification, NBA)	
File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://ssac.ac.in/IOAC/Objectives">https://ssac.ac.in/IOAC/Objectives</a>
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>
<b>INSTITUTIONAL VALUES AND BEST PRACTICES</b>	
<b>7.1 - Institutional Values and Social Responsibilities</b>	
7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year	
<p>The institution gives importance to the empowerment of women by providing a whole host of facilities and activities.</p> <p><b>Safety and security</b></p> <ul style="list-style-type: none"> <li>• Security guards.</li> <li>• 24x7 surveillance.</li> <li>• ID cards for students and staff.</li> <li>• Grievance redressal and anti-sexual harassment cells.</li> <li>• Complaints and suggestions box.</li> <li>• Hostel facility for girls.</li> <li>• Self defence programs.</li> <li>• First-Aid Box.</li> </ul> <p><b>Counselling</b></p> <ul style="list-style-type: none"> <li>• A well-functioning Counselling cell.</li> <li>• Special professional counsellor for girls.</li> <li>• Vigilant and extra caring staff.</li> <li>• Mentor-mentee system with 1:20 ratio.</li> <li>• Pre-marital counselling in collaboration with the Minority welfare department, Govt. of Kerala.</li> <li>• General guidance and counselling at the beginning of academic year.</li> </ul>	

**Common Rooms**

The college has recreation cum common room for girls with all necessary facilities.

**Day care center for young children**

A day care center near the girls' hostel, with trained staff and other facilities.

**Other informations**

Institution has a Well-functioning Women cell which conducts various programs like life skill training sessions, awareness classes and observation of important days. The ultimate goal of the cell is the well-being of the female students of in all respect.

File Description	Documents
Annual gender sensitization action plan	<a href="https://ssac.ac.in/NAAC-SSA/AQR/Criterion7/7.1/7.1.1/AQAR_Action_plan_2020-2021.pdf">https://ssac.ac.in/NAAC-SSA/AQR/Criterion7/7.1/7.1.1/AQAR_Action_plan_2020-2021.pdf</a>
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	<a href="https://ssac.ac.in/NAAC-SSA/AQR/Criterion7/7.1/7.1.1/Facilities_for_women.pdf">https://ssac.ac.in/NAAC-SSA/AQR/Criterion7/7.1/7.1.1/Facilities_for_women.pdf</a>

**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**

**A. 4 or All of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

**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**

Waste management is a paramount concern of the College. The Green Club and NSS collectively accomplish the mission of reducing wastes. Different ways are adopted to manage Solid, Liquid and E-Wastes.

#### Solid waste:

For maintaining cleanliness and eco-balance, most of the wastes are recycled and reused. Offices are automated, Public addressing system and public notice board are introduced to reduce solid wastes. The Campus is a Plastic-free zone.

Waste bins are installed for dumping wastes. Food wastes are recycled in Biogas plant. Existing plastic wastes are collected by the Panchayath. Incinerators dispose the sanitary towels, napkins, etc.

#### Liquid Waste:

Liquid wastes in the campus are channeled to separate septic pits. Wastewater is also used to water the plants.

#### E-Waste:

The college has AMC with Datapoint, Areekod, for maintenance E-goods and proper disposal of non-working equipment. Students are sensitized of proper usage of electronic equipment.

#### Waste recycling:

Food wastes in the campus are recycled in the biogas plant and the bio compost and produce biogas and organic fertilizer respectively. Paper wastes are used for handcraft creation. Waste water is used to water the plants.

The college is not generating any kind of bio medical wastes, hazardous chemicals and radioactive wastes.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="#">View File</a>

<b>7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus</b>	<b>A. Any 4 or all of the above</b>								
<table border="1"> <thead> <tr> <th data-bbox="86 421 552 495">File Description</th> <th data-bbox="552 421 1477 495">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 495 552 595">Geo tagged photographs / videos of the facilities</td> <td data-bbox="552 495 1477 595" style="text-align: center;"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="86 595 552 667">Any other relevant information</td> <td data-bbox="552 595 1477 667" style="text-align: center;"><a href="#">View File</a></td> </tr> </tbody> </table>	File Description	Documents	Geo tagged photographs / videos of the facilities	<a href="#">View File</a>	Any other relevant information	<a href="#">View File</a>			
File Description	Documents								
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>								
Any other relevant information	<a href="#">View File</a>								
<b>7.1.5 - Green campus initiatives include</b>									
<b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b> <ol style="list-style-type: none"> <li><b>1.Restricted entry of automobiles</b></li> <li><b>2. Use of bicycles/ Battery-powered vehicles</b></li> <li><b>3.Pedestrian-friendly pathways</b></li> <li><b>4.Ban on use of plastic</b></li> <li><b>5.Landscaping</b></li> </ol>	<b>A. Any 4 or All of the above</b>								
<table border="1"> <thead> <tr> <th data-bbox="86 1160 552 1227">File Description</th> <th data-bbox="552 1160 1477 1227">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 1227 552 1328">Geo tagged photos / videos of the facilities</td> <td data-bbox="552 1227 1477 1328" style="text-align: center;"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="86 1328 552 1473">Various policy documents / decisions circulated for implementation</td> <td data-bbox="552 1328 1477 1473" style="text-align: center;"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="86 1473 552 1541">Any other relevant documents</td> <td data-bbox="552 1473 1477 1541" style="text-align: center;"><b>No File Uploaded</b></td> </tr> </tbody> </table>	File Description	Documents	Geo tagged photos / videos of the facilities	<a href="#">View File</a>	Various policy documents / decisions circulated for implementation	<a href="#">View File</a>	Any other relevant documents	<b>No File Uploaded</b>	
File Description	Documents								
Geo tagged photos / videos of the facilities	<a href="#">View File</a>								
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>								
Any other relevant documents	<b>No File Uploaded</b>								
<b>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</b>									
<b>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</b>									

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

<p><b>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></p>	<p>A. Any 4 or all of the above</p>
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File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
Details of the Software procured for providing the assistance	<a href="#">View File</a>
Any other relevant information	No File Uploaded

<p>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).</p>
<p>The college strongly believes that an inclusive environment should be created in the campus and neighborhoods. For this, the college has conducted various programmes to convey the message of 'Unity in diversity' the core of our constitution. Some of the major programs conducted by the college are the following:-</p>



**Abhayam**

'Abhayam' was an effective program by the college which made huge impact in the students. The program sensitized the students of the importance of the philanthropy. The honorable Vice Chancellor of the University of Calicut, Dr. M.K. Jayaraj on 15th December 2020 officially inaugurated the program.

**Palliative care during Covid 19**

Students' initiative in palliative (SIP) unit of the college organized a special program for training the volunteers to help the patients in the Covid Era. The program was led by Mr. Abdul Kareem on 18/08/2020.

**Communic sign language**

The Students on Alert (SOA) in collaboration with Ability College of Arts and science for hearing impaired conducted a workshop on sign language on 28/09/2020 as a part of observing International week of Deaf

**Other Programmes**

The college has conducted various programmes in this regard in a short span of time like Gandhi Jayanti, Independence Day, etc.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

The College plays a major role in sensitizing the students and the employees of the institution for realizing constitutional obligations. As a part of inculcating values the college organizes

various activities. The important programs are:-

#### Republic Day:

The institution celebrates republic day on 26th January every year to generate a patriotic mood and promote the rich cultural diversity of the country among students.

#### Gandhi Jayanthi:

Gandhi Jayanthi is celebrated every year in the institution to remember the iconic leader of the nation. The college organizes different programs like cleaning campus, department wise quiz competition, lectures etc. to disseminate the values that followed by the father of nation.

#### Independence Day:

The College celebrates Independence Day on 15th August every year in order to remember the great sacrifices of our forefathers. The principal hoists the national flag and gives a message on importance of the day followed by the activities such as campus cleaning, food distribution etc.

#### SPEECH COMPETITION:

The SPEAKERS FORUM conducted a speech competition on the title 'JANATHIPATHYAM SATHYAVUM MITHYAYUM' which translates 'Democracy: facts and myths' on 06-09-2020. NIHLA P of Arabic Department was the winner of the competition.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="https://ssac.ac.in/NAAC-SSA/AOR/Criterion7/7.1/7.1.9/Responsible Citizen.pdf">https://ssac.ac.in/NAAC-SSA/AOR/Criterion7/7.1/7.1.9/Responsible Citizen.pdf</a>
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**

**A. All of the above**

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

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
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	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

Celebrations and observations were limited to its least possibility due to the pandemic. Yet the college managed to conduct several programs in this regard.

**Environment Day:** The NSS unit of the college celebrates environment day on 5th June every year. The main intention is to raise awareness about the environment.

**Independence Day:** The College celebrates Independence Day on 15th August every year in order to commemorate the sacrifices of our forefathers. The principal hoists the national flag and gives a message on importance of the day followed by various activities.

**Teachers' day:** The institution celebrates teachers' day on 5th September to raise awareness about the role of teachers in quality education at all levels.

**Republic Day:** The institution celebrates republic day on 26th January every year.

**Gandhi Jayanthi:** The institution celebrates Gandhi jayanthi to commemorate the iconic leader of the nation. And to disseminate the values spread by Mahatma.

In addition, the college celebrates various days and events like Palliative day, Tourism day, Women's day, Arabic day, National education day, Food day, National library week, Rashtriya Ektha Divas, National Constitution Day, UN day, Children's Day etc.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

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

### 1 SOCIAL WELFARE PROGRAMME

- Inculcate social-commitment, volunteerism
- Disaster management

The college designed a platform for nurturing the students with capability of serving the society.

Despite it was peak time of the pandemic the college managed to continue the best practice. Conduct training programmes and workshops through online platforms. 'Home for Homeless' program.

- Built a Home in nearby village.
- A training in palliative care
- A workshop on 'Flood and Disaster management'
- 'Role of NSS volunteer in Pandemic'

The pandemic hardly hit the actual plan for the best practice. Still the college managed to continue with the new normal and attained the objectives.

### 2 Career Enhancement Program

- Multidisciplinary Higher studies and career orientation..

The college formed a program for achieving the objectives

The College is a local chapter of online courses of NPTEL and COURSEERA. which promotes students through CDC to enroll in several courses.

The practice was successful in the coaching segment, not in online courses.

KTET-Coaching

NET-Coaching

Students participated

Students passed

Students participated

Students passed

2020-21

40

21

15

4

NPTEL-Examination

Students participated

passed

2020-21

0

0

- The pandemic affected the program negatively.
- Reluctancy in online courses because of obsession of learning through online platform.

File Description	Documents
Best practices in the Institutional website	<a href="https://ssac.ac.in/NAAC-SSA/AQR/Criterion7/7.2/Link_to_the_best_practices.pdf">https://ssac.ac.in/NAAC-SSA/AQR/Criterion7/7.2/Link_to_the_best_practices.pdf</a>
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

#### THRIVING STUDENTS AND SUCCORING THE SOCIETY

The college provides quality education and inculcate in the students the ability to utilize maximum potential for facing new era, by inspiring them to continue learning.

Scope :-

- SIP (Students Initiative in Palliative)

The college encourages students in palliative sincerely. Home care sessions of SIP inculcate humanitarian values in students along with providing sufficient volunteers to the active palliative unit of Areekode.

- One Day One Rupee Program

As an initiative of the SIP of the college, this program intends at mobilizing an amount of money for assisting the struggling students. A coffer is installed in each class room and staff room. A coin a day. The amount is distributed for the needy occasionally.

- Students on Alert Activities

Students on alert is a group of vibrant students in the college

which perform different programs to help the students and society. It's a medium to connect college and community. The members of SOA are disposed to provide their services occasionally.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 7.3.2 - Plan of action for the next academic year

#### Action Plan

- Identify the shortcomings and strive to overcome.
- Increase the facilities according to the criteria of the NAAC.
- Along with continuing the present successful best practices, plan for new even better practices.
- Help the near by unaccredited HEI's for getting them accredited.