YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution	SULLAMUSSALAM ARABIC COLLEGE, AREEKODE
• Name of the Head of the institution	Arif Zainddeen 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

2.Institutional status

• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural

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

- Name of the Affiliating University **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**

3.Website address (Web link of the AQAR (Previous Academic Year) https://www.ssac.ac.in/

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

- if yes, whether it is uploaded in the Institutional website Web link: https://ssac.ac.in/Uploads/Files/2020-21.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B++**	**3.00**	**2021**	**22/11/2021**	**21/11/2026**

6.Date of Establishment of IQAC **02/09/2013**

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

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

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

- Upload latest notification of formation of IQAC View File

9.No. of IQAC meetings held during the year   8

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

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

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

- If yes, mention the amount

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

Formulated Key strategies for all-round development of the Institution

For NAAC first Cycle accreditation IQAC has been reviewed the documents and appreciated the works. Being the first step towards accreditation. the enthusiastic faculty members brought one the possible detailed strategies and plans.

Coordinated NAAC Peer team visit and directed for the achievement of the NAAC accreditation

IQAC appreciated KTET qualified students and advised the career guidance cell and placement cell to conduct more coaching initiatives for new students.

Conducted National and international webinars/Seminars in various departments. it emphasized on the enrollment of students in maximum numbers.

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

Plan of Action	Achievements/Outcomes
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**
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**
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**
IQAC has decided to make arrangenets and to cordinate the NAAC Peer team visit	**successfully completed NAAC peer team visit**

13.Whether the AQAR was placed before statutory body?   **No**

- Name of the statutory body

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

14.Whether institutional data submitted to AISHE

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- Name of the statutory body

Name	Date of meeting(s)
GHB	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	20/01/2023

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 indispensible 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 forfront 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 manuscrpts 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 COURSERA for campus was on 15th September 2020. The college is recognized as a local chapter of COURSERA, 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   **190**

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

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

2.Student

2.1   **435**

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2   **140**

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

File Description	Documents
Data Template	View File

2.3   **182**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1   **21**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2   **22**

Number of sanctioned posts during the year

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	190

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	435

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	140

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	182

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	21

File Description	Documents
Data Template	View File

3.2 Number of sanctioned posts during the year	**22**

File Description	Documents
Data Template	<u>View File</u>

4.Institution

4.1 Total number of Classrooms and Seminar halls	**20**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**38.58**
4.3 Total number of computers on campus for academic purposes	**110**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Academic Planning

- **IQAC created an onlinemonitoring system at the college during the pandemic.**
- **An academic calendar that is congruent with the affiliating university's calendar, outlining the schedule of all academic events, is developed.**
- **Each department plans the coursework delivery of its curriculum, and each teacher records this progress in the Teacher's Diary, which the HOD certifies at the end of each semester.**
- **Each student receives a calendar and the student handbook at the start of the academic year.**

Effectiveness of Curriculum Delivery

- **Every semester, one centralized internal exam is**

conducted.

- For internal evaluation, students submit assignments and present lectures on assigned topics.
- Students are prompted for feedback on the curriculum, and required actions are implemented.
- To ascertain practical experience, industrial visits, study tours, and field visits are organized.
- Each department conducts a bridge course for first-year students at the beginning of the program.
- Each department offers additional certificate courses.

Innovation in Curriculum Delivery and Documentation

- The college urges teachers to conduct subject-specific workshops, symposiums, conferences, and seminars and to attend those held at other institutions.
- The teacher's diary serves as a record of the pedagogical planning for curriculum delivery and timely completion.
- The College library regularly updates new publications.
- Teachers use Google classroom.

File Description	Documents
Upload relevant supporting document	[View File]()
Link for Additional information	[https://ssac.ac.in/Uploads/Files/2021-22.pdf]()

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

Response:

- The institution releases two calendars each year, a one-page academic calendar for easy access and a comprehensive calendar and students' handbook with all the pertinent information. The principal, college council, coordinator for IQAC, department heads, and others are involved in preparing the academic calendar. Since the college is affiliated with the University of Calicut, it adheres to the university's academic calendar. Flexibility is incorporated to fit the institution's overall academic calendar. The calendars include information on events such as Cultura and art activities, Sports activities and public holidays, and so forth, in addition to academic and

curricular matters.

- At the beginning of the academic year, departments draft action plans, that are listed on the calendar.
- The Centralized Examination Monitoring Commiitteeplans and implements regular and specific methods of evaluation to ensure quality assessment. Internal evaluation is done on a five-point scale, with the criteria for evaluation being a matrix of Assignments, Seminars/viva, Classroom performance, and two test papers. Internal exams are rigorously administered while closely adhering to the affiliated university's question paper format.
- The class advisors inform each student of their internal scores before uploading them to the university.
- A grievance redressal cell handles complaints regarding internal examinations.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	[https://ssac.ac.in/NAAC-ssa/AQR%2021-22/Criterion%201/1.%201.%202/1.%201.%202%20additional_evaluation%20process.pdf](#)

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	C. Any 2 of the above

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

1.2 - Academic Flexibility

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

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

5

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

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

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

10

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

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

213/445

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

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human

Values, Environment and Sustainability into the Curriculum

The institution takes on the aforementioned cross-cutting concerns by:

- Course diversity
- Club and Cell activities

Course Diversity - Direct incorporation of Cross-cutting issues in the curriculum:

- By adopting the curriculum provided by the affiliated university, Students from across all disciplines gain an understanding of cross-cutting themes. This guarantees a multidimensional academic approach and social applications throughout their academic profession.
- Ph.D. coursework assures students' familiarity with research ethics, plagiarism, the environment, and sustainability.
- Around 78 courses on the syllabus cover cross- cutting themes. 25 of these courses cover gender and environmental issues. 31 courses are intended to educate students on Human Ideals and Professional Ethics, while 22 courses inculcate environmental and sustainability values.
- An Audit course in each semester until 2nd year on the following subjects are mandated for the students:
    - Environemental studies
    - Disaster Management
    - Human Rights
    - Gender Studies

Clubs and Cells Activities

- A Women's Cell, an Anti-Sexual Harassment Cell, a Green Club, a Students Initiative Palliative, and Students On Alert are all active within the college. Under the aegis of these clubs, the college organizes a variety of events and activities addressing cross-cutting issues like programs on Anti- Ragging, professional ethics, Women's development, Anti- Sexual Harassment, Flood relief, etc.

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

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

6

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

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

220

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the	A. All of the above

institution from the following stakeholders Students Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	https://ssac.ac.in/IQAC/Feedback
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://ssac.ac.in/IQAC/Feedback

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

135

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

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

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

139

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

2.2 - Catering to Student Diversity

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

The 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.

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	https://ssac.ac.in/StudentsSupport/Clubs/LITERARY%20FORUM
Upload any additional information	View File

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

Number of Students	Number of Teachers
435	21

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

Experiential learning practices follows by the different departments

Project-based learning: Application of the academic theories and methodologies for socioeconomic analysis through Project studies.

Industrial Visits are regularly conducted by the Department of Economics and B.Voc tourism and hospitality management Departments.

Participative learning practices by different departments

Research Forum of the department of Arabic.

Programmes and events organized by the Literary Forum

Top Learners Forum organized state and central civil service examination orientation Programme

Panel Discussions, Group Discussions, Quiz Competitions are regularly organized by different departments and college union.

National and international seminars, Academic workshops, and invited talks conducted by various departments for enhancing subject updation and academic excellence.

Document Translation Assistance: The institution receives assignments to translate 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.

Career Guidance Cell conducted UGC –NET, K-TET, coaching.

Handwritten Magazines of the Arabic and English departments.

Problem-solving methodologies

BLS (Basic Life Support):a training programme for students using problem-solving methodologies in collaboration with SIP.

Computer-assisted learning: The language lab is facilitated to give the opportunity to interested students to govern the suitable approach to develop the language acquisition capacity of learners with special reference to defined cases.

Projects in the Economics department are selected on the basis of contemporary economic issues and faculties are encouraging students to choose such topics for discussion and dissertation.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://ssac.ac.in/

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	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	[View File](#)

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

2.3.3.1 - Number of mentors

21

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

2.4 - Teacher Profile and Quality

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

21

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

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

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

9

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

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

2.4.3.1 - Total experience of full-time teachers

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

2.5 - Evaluation Process and Reforms

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

The institution follows the guidelines of the University of Calicut for maintaining continuous internal evaluation. The distribution of internal marks is assigned on the basis of the following University pattern.

Split of Marks in internal evaluation

Percentage

Marks (20)

Internal Examination(Two Tests)

50

10

Assignment

25

5

Seminar/ Viva-Voce

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	[View File](#)
Link for additional information	https://ssac.ac.in/StudentsSupport/Clubs/ INTERNAL%20EXAMINATION%20MONITORING%20_%2 0GRIEVANCE%20CELL

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	[View File](#)
Link for additional information	[https://ssac.ac.in/StudentsSupport/Clubs/ INTERNAL%20EXAMINATION%20MONITORING%20_%2 0GRIEVANCE%20CELL](#)

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. Each program is designed in a way to improve language proficiency, logical reasoning, critical thinking, etc. The Cos, PSOs and POs, for all Programs offered by the Institution effectively communicate to the stakeholders by, 1)The syllabus of all programmes is available on the college website which contains POs, COs of all programmes. This is available both to the faculty members and the students.2)The institution Keeps a three-tier system of maintaining and prorogating the stated outcomes to all stakeholders. Initially during the orientation programme, at the beginning of the academic year, there would be a general lecture on the specific learning outcomes and objectives. At the department level orientation programme, the head of the departments would elaborate the programme outcomes. 3)Above all, the teachers of each department will interact with students during their admission, after the admission and explain to them in detail the importance of each programme, course, and its outcome.4)Bridge Courses conducted by the departments are clearly sharing POs and Cos 5)The attainment of Learning Outcome is evaluated at two levels: Continuous Internal Evaluation (Centralized Internal examinations, class tests, seminars, assignments, term papers, attendance, etc.) conducted by the institution and the End semester examination conducted by the University.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://ssac.ac.in/Departments/Economics/Academics
Upload COs for all Programmes (exemplars from Glossary)	View File

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

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	[View File](#)
Paste link for Additional information	https://ssac.ac.in/naac-ssa/AQR%2021-22/Criterion%202/2.6.2/PDF%20AllPOCO.pdf

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

134

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	[View File](#)
Paste link for the annual report	https://ssac.ac.in/IQAC/Reports

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%2021-22/Criterion%202/2.7.1/Student%20Satisfaction%20Survey%202021-22.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	[View File](#)
Institutional data in prescribed format	[View File](#)

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

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

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.

- Research Legacy

College plays a key role in promoting free-thinking for renaissance and reforms in different socio-cultural sectors.

- 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.

- Research Forum

The Forum aims at developing quality educational research, shapes the research attitude with workshops on Scientific method of Research, ethics of research, intellectual property Right, discourse analysis, plagiarism, etc.

- Innovative Research in UG and PG level

The institute facilitates research activities and creates a research culture within the institute by motivating the faculty to pursue research.

- Conferences/ Seminars/ Workshops/ FDP/ Industrial Visit

Sullamussalam Arabic College has organized different national and international Conferences.Media Centre: is the place for nurturing the creativity of the students. Our students develop content in different languages, such as public Speaking, travel blog, med tourism, etc.

- Library

The library contains around Ten thousand books, manuscripts, and rare collections, peer-reviewed national and international journals, e-books, e-journals. INFLIBNET accounts were created for all Students and Faculties.

File Description	Documents
Upload any additional information	_View File_
Paste link for additional information	_www.ssac.ac.in_

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

12

File Description	Documents
Report of the event	_View File_
Any additional information	_View File_
List of workshops/seminars during last 5 years (Data Template)	_View File_

3.3 - Research Publications and Awards

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

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

4

File Description	Documents
URL to the research page on HEI website	_www.ssac.ac.in_
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	_View File_
Any additional information	_View File_

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

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

1

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

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

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

5

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

3.4 - Extension Activities

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

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, and familiarize students with problems around them The college executes its extension activities in the neighborhood communities through NSS, Association, Department, Alumni association, and various clubs.

- "Ever Green" Farm to Table Project: College students formed a team named "Green club" For Green Campus, it aimsat nurturing values for preserving nature.
- Palliative Home visit: SIP volunteers adopted and regularly visited bedridden patients.
- One Day One Rupee: College NSS Unit collects funds for charity work with SIP.
- SIP: Basic Soft Skills Program as Open Forum For Sharing

And Dissemination Of Knowledge on first aid and Treatments.

- Boomithrasena club Activities: it Play key role to maintain the nature with ecofriendly.
- Help Desk for Document Translation: Our Students translate some sort of agreements and Visa and Licence in Arabic to English and vice verse to the public.
- NSS Residential Camp: include different types of Social activities.
- Visiting Blind Home: differently-abled people are empathized by our NSS Volunteers visiting their homes.

File Description	Documents
Paste link for additional information	www.ssac.ac.in
Upload any additional information	View File

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

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

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

17

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

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

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

359

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

3.5 - Collaboration

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

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

12

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

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

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

8

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The institution, Sullamussalam Arabic College meets the requirement of quality infrastructure for 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. Construction work for a new football turf is in progress. 8. The open-air stage functions in the college to conduct various co-curricular activities. 9. There are two outdoor rest areas for students and one girls' restroom with adequate facilities including Sanitary Napkin Incinerator. 10. The central library on the campus has more than 16thousand books. 11. A good number of facilities are also provided for sports, games, and recreation. 12. 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	[View File](#)
Paste link for additional information	https://ssac.ac.in/Infrastructure

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. Football Turf:construction work for a new football turf is in progress. 3. Multigym: The college has a multi-gym. 4. Table Tennis Hall: The college has had a table tennis board placed in a 9x6 meter size room. 5. 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. 6. 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	[View File](#)
Paste link for additional information	https://ssac.ac.in/Infrastructuredetail/Playground

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

20

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

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

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

3858586

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

4.2 - Library as a Learning Resource

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

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: 16552till date 02/18/2023 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 ambience 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	[View File](#)
Paste link for Additional Information	https://ssac.ac.in/Infrastructuredetail/Library

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

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

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

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

78299

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

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

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

123

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

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 53computers. 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 fibre 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 83computers and 10laptops. 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 generator also support the power supply. The server room has 36 U Racks, 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	View File
Paste link for additional information	https://ssac.ac.in/Infrastructure

4.3.2 - Number of Computers

83

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

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

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

4.4 - Maintenance of Campus Infrastructure

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

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

3032776

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

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

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	[View File](#)
Paste link for additional information	https://ssac.ac.in/Administration/Management

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

150

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

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

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

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

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

File Description	Documents
Link to Institutional website	https://ssac.ac.in/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

165

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

165

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

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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

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

24

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

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

5.2.2.1 - Number of outgoing student progression to higher education

63

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

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

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

35

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

5.3 - Student Participation and Activities

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

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

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. As the academic year was hit by covid pandemic, the number of offline class in campus was very less. There were no election notification from the affiliated University. So students from different classes in different clubs independently orgnises programme for the academic year 2021-22.

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

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

6

File Description	Documents
Report of the event	[View File](#)
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	[View File](#)

5.4 - Alumni Engagement

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

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, 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	[View File](#)

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 forharmonious existence in society.

Mission: Provide value-based education and inculcate in the students' community the ability to utilize maximum potential to meet the challenges of a new era by inspiring them to continue learning throughout their life. Make the students' community committed to the greater common good. Provide quality educational programs integrating academic and cultural studies, 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 responsible for confirming that the curricular and extracurricular activities align with the

college's vision and mission, which reflects the National Education Policy 2020 stress the importance of multidisciplinary educational institutions. Through the various clubs and associations, the institution ensures the participation of Management committee members, teachers, parents, and students in the affairs of the college.

File Description	Documents
Paste link for additional information	https://ssac.ac.in/Institution/AboutCollege
Upload any additional information	View File

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

At Sullamussalam Arabic College, we prioritize collaboration and decentralized governance through our participative management system. The Staff Council, led by the Principal and managed by the Staff Secretary, convenes monthly to evaluate departmental performance and plan for future actions.

We conduct Internal Examinations twice a year, coordinated by a senior faculty member and supported by a team of subordinates. All teaching and non-teaching staff are assigned duties to ensure a seamless examination process.

Our Admission Committee adheres to university rules in the admissions process, while the Internal Quality Assessment Committee, led by the IQAC Coordinator, ensures all activities meet the required standards. The Discipline Committee works with the Anti-Ragging Cell and Grievance Cell to create a safe and conducive learning environment for our students.

We have developed a strategic plan to uphold academic excellence that prioritizes research. Following the 2020 NAAC visit, we set objectives such as increasing the number of Ph.D.-holding faculty members, establishing a research forum for students and teachers, and encouraging more research projects, seminars, and conferences. Our Management Committee, Staff Council, and IQAC work together to establish policies and determine the most effective approaches to achieving our goals.

File Description	Documents
Paste link for additional information	https://ssac.ac.in/StudentsSupport/Clubs/Green%20Club
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Our institution has developed a strategic plan to ensure the quality and value of our academic achievements. Following the NAAC visit in 2020, we have placed a stronger emphasis on research by implementing the following objectives:

- Increasing the number of faculty members who hold Ph.D. degrees

- Establishing a research forum to promote a culture of research among both students and faculty members

- Encouraging more minor and major research projects by our faculty members

- Organizing additional research seminars and conferences

- Appointing research guides in our PG departments

Our Management Committee, Staff Council, and IQAC work together to establish policies and determine the best approaches for executing our strategic plan. The IQAC is fully committed to formulating and implementing this plan. Our strategic plan encompasses eight key areas: Academics focusing on skill-based education, innovation, entrepreneurship, research, green initiatives, student support, community service, industry collaboration, and infrastructure.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://ssac.ac.in/IQAC/Objectives
Upload any additional information	View File

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

Our college has implemented a comprehensive leadership system consisting of the Manager, Principal, IQAC, and Staff Council. Together, they work to develop policies and plans that prioritize quality. We strictly adhere to UGC regulations and the directives of the Directorate of Collegiate Education, Kerala, as we belong to the group of higher education institutions that abide by the laws of the Government of Kerala and Calicut University. The Heads of Departments closely monitor the student's learning progress and attendance, and all classes are assigned mentors from our dedicated faculty. Additionally, various statutory bodies are involved in college administration and management. We have a three-tier appeal mechanism in place for correcting student appeals. Our college follows the "Kerala Service Rules" to decide on vacations, travel allowances, pensions, and related matters. We also comply with UGC regulations notified by the Kerala Government regarding salary scales, promotion, and career development. Our teachers and office staff are appointed based on merit to ensure quality, and the college Management Committee does not accept any capitation.

File Description	Documents
Paste link for additional information	https://ssac.ac.in/Administration/Management
Link to Organogram of the institution webpage	https://ssac.ac.in/Naac-SSa/AQR%2021-22/Criterion%206/6.2.2/Organizational_Chart_SSA.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in	**A. All of the above**

areas of operation Administration Finance and Accounts Student Admission and Support Examination

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The faculty and staff at this institution are provided with comprehensive support for their personal and academic needs. The institution takes great pride in the welfare measures for teachers and non-teaching staff. Staff members who attend officially approved seminars and workshops are granted leave and provided with financial assistance. Additionally, eligible employees are granted maternity and paternity leave, while leisure rooms and parking facilities are available on campus.

The institution also provides internet facilities for its employees. The Staff Council holds monthly meetings to discuss staff matters and other academic activities. As a coordinating agency, the council works to promote and protect the common interests of staff—the principal chairs the Staff council, and a faculty member serves as secretary. To meet the needs of its members, the council maintains a welfare fund supported by monthly contributions from teaching and non-teaching staff for welfare and academic excellence activities.

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

6.3.2 - Number of teachers provided with financial support to attend conferences/

workshops and towards membership fee of professional bodies during the year

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

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

11

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	[View File](#)
Details of teachers attending professional development programmes during the year (Data Template)	[View File](#)

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

The institution has established an effective appraisal system to monitor and improve the performance of both teachers and non-teaching staff. This system ensures a reliable and systematic analysis of the performance of faculty members and non-teaching staff and the implementation of suggestions received to enhance the system further.

The college adopted a manual feedback system to evaluate faculty members and non-teaching staff early. However, the college's principal implemented an Online Feedback System in 2018. The college's principal collected filled-in questionnaires from students at the end of each academic year. After reviewing student feedback, the principal counsels faculty members confidentially.

Teachers and non-teaching staff must submit a self-assessment form in the required PBAS format based on the API scores gained, as indicated by the UGC. These forms have proven to be effective measures in improving teacher-learner interactions constructively. These self-assessment forms are critically assessed, and the teachers are encouraged to enhance their performance.

File Description	Documents
Paste link for additional information	http://ssac.ac.in/
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The Institution has a transparent and well-planned financial management system. The principal and the purchase committee oversee all financial transactions to ensure due care and compliance with regulations. Grants and funds sanctioned by the government/UGC and other sources undergo separate internal and external financial audits. All donations and funds received from state and central governments and agencies like UGC undergo a three-level audit in adherence to the Kerala economic code. Based on the sanction letter, an externally registered Chartered Accountant reviews the income and expenditure statements for grants/funds. The Directorate of Collegiate Education audit team verifies the financial documents, and the Accountant General, Kerala, conducts periodic verification of all government-sanctioned accounts. In addition, internal and external auditing is conducted regularly for funds received from the management. All financial transactions must have the initial approval of the Principal and the Manager. At the end of each academic year, a Director board member with auditing experience audits the management accounts within a month.

File Description	Documents
Paste link for additional information	https://ssac.ac.in/Institution/AboutCollege
Upload any additional information	View File

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

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

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	**No File Uploaded**

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

As a government-aided college, we receive funds from agencies like UGC and grants and scholarships from the State and Central governments. In addition, the Management, PTA, and Alumni also contribute funds. Our financial management system is transparent and well-planned, ensuring proper utilization of resources. We have received several grants from funding agencies, including Grant-in-Aid for the salary of employees, UGC grants for infrastructure development, and grants for organizing seminars and conferences. Our Local MPs, PTA, and Alumni Association also contribute kindness and cash toward students' welfare. The IQAC of the college plays a vital role in ensuring the systematic utilization of funds for academic and co-curricular purposes.

File Description	Documents
Paste link for additional information	https://ssac.ac.in/Institution/StrategicPlan
Upload any additional information	[View File](#)

6.5 - Internal Quality Assurance System

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

The IQAC has implemented various measures to maintain and enhance the quality of the college's academic, administrative, and extension activities. These measures include guidelines for Bridge courses, Certificate Courses, Seminars and Workshops, Social Welfare Program (SoWP), Class PTA, and Career Enhancement Program (CEP) to ensure quality assurance. An orientation program for all undergraduate programs' fresh batches was

initiated by the IQAC in 2015. Since then, the college has also offered certificate courses under IQAC's patronage to enhance students' competencies. The IQAC also introduces certificate courses and career-oriented programs to enrich students' learning experiences.

Social work is vital in improving the lives of those who most need it. The college's Social Welfare Program (SoWP) SSAC-SoWP is an initiative that connects students with society through various activities. It combines SIP (Students Initiative in Palliative) and SOA (Students on Alert) activities. The college has a unique tradition of supporting the marginalized sections living in the surrounding areas.

File Description	Documents
Paste link for additional information	https://ssac.ac.in/IQAC/Objectives
Upload any additional information	View File

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

The IQAC oversees the College's teaching and learning processes, structures, and methodologies to ensure effective learning outcomes. To achieve this, the IQAC conducts various activities, including Academic Audits, Parents Meeting, Result Analyses, and Faculty Seminars.

The College also strives to improve its IT infrastructure and utilizes ICT tools for teaching and learning, such as online digital learning, digital presentations, and digital content creation. The institution conducts an Academic and Administrative Audit to review the teaching and learning processes using measures formulated by the institution. The IQAC academic audit team evaluates a self-audit report prepared by the faculty members at the end of every academic year.

Moreover, a feedback system is in place where students can provide feedback online directly to the principal. The confidentiality of these communications is strictly maintained, and a final feedback report is generated and mailed to respective teachers by the principal.

File Description	Documents
Paste link for additional information	https://ssac.ac.in/Infrastructure
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	**C. Any 2 of the above**

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The institution gives importance to the empowerment of women by providing a whole host of facilities and activities.

Safety and Security

- **Security guards.**
- **24x7 surveillance.**
- **ID cards for students and staff.**
- **Grievance redressal and anti-sexual harassment cells.**

- Complaints and suggestions box.
- Hostel facility for girls.
- Self-defense programs.
- First-Aid Box.

Counseling

- A well-functioning Counselling cell.
- Special professional counselor for girls.
- Vigilant and extra caring staff.
- Mentor-mentee system with a 1:20 ratio.
- Pre-marital counseling in collaboration with the Minority welfare department, Govt. of Kerala.
- General guidance and counseling at the beginning of the academic year.

Common Rooms

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

Daycare center for young children

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

Other information

The institution has a Well-functioning Women's cell that 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	https://www.ssac.ac.in/NAAC-SSA/AQR%2021-22/Criterion%207/7.1/7.1.1/7.1.1_Action_Plan.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.ssac.ac.in/NAAC-SSA/AQR%2021-22/Criterion%207/7.1/7.1.1/7.1.1_facilities_for_Women.pdf

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	View File
Any other relevant information	No File Uploaded

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, Bhoomitrasena and NSS collectively accomplish the mission of disposing andreducing waste. 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 waste. The Campus is a Plastic-free zone.

Waste bins are installed for dumping waste. Food wastes are used 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 plants.

E-Waste:

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

Waste recycling:

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

The college is not generating any kind of biomedical waste, hazardous chemicals, and radioactive waste.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	B. Any 3 of the above

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for	A. Any 4 or All of the above

greening the campus are as follows:

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

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	No File Uploaded

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

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

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,	A. Any 4 or all of the above

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

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	**No File Uploaded**

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).

The college strongly believes that an inclusive environment should be created on campus andin neighborhoods. For this, the college has conducted various programs 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:-

Meraki: Cultural Program

To inculcate a mindset of inclusiveness the Dept. of English in Association with Alma Fiesta, conducted a cultural program titled 'Meraki' on 20th January 2022.

International Women's Day

As a part of observing International Women's Day on 8th March 2022, the student's union conducted various programs especially a poster-making competition to spread the message of the day.

AYAT: Voice of the Voiceless

The IQAC in collaboration with the Ability College of Arts and Science for the hearing impaired conducted a workshop on sign language on 05th January 2022 Wednesday.

Other Programmes

The college has conducted various programs in this regard in a short period 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)	[View File](#)
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

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 the campus, department-wise quiz competitions, lectures, etc. to disseminate the values that are followed by the father of the nation.

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.

Independence Day:

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

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.ssac.ac.in/NAAC-SSA/AQR%2021-22/Criterion%207/7.1/7.1.9/7.1.9 Details.pdf
Any other relevant information	**Nil**

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

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	**No File Uploaded**

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

Observation of important days, festivals and events are essential for sensitizing the students about importance of serving society and nation. 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.

Environment Day: The NSS unit of the college celebrates environment day on the 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 the importance of the day followed by various activities.

Teachers' day: The institution celebrates teachers' day on 5th September to raise awareness about the role ofteachersin 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.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	[View File](#)
Geo tagged photographs of some of the events	**No File Uploaded**
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.

Title of the Practice

AYAT: Voicing the Voiceless

Objectives of the Practice

- **Train students in sign language**
- **Inculcate social commitment, volunteerism**

The Context

After achieving immense success in the innovative best practices of SOWP and CEP. The college decided to push itself beyond its limits. After discussions and collecting suggestions, the college concentrated its focus on a constantly ignored section of society, the Deaf.

The Practice

- Train students by providing a special training program
- Sign an MoU with Ability Foundation for the disabled a well-known institute for supporting the differently abled, for best practices regarding guidance.

Evidence of Success

- Students are more vigilant and aware of helping the needy, especially deaf people.
- Students started learning sign language.

Problems Encountered and Resources Required

Struggled for quality time amidst the rush of academic sessions, exams, certificate courses, and other co-curricular and extracurricular activities.

File Description	Documents
Best practices in the Institutional website	https://ssac.ac.in/IQAC/Best%20Practices
Any other relevant information	https://ssac.ac.in/Uploads/Files/7.2_Best _Practice_Report.pdf

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 inculcates in the students, the ability to meet the challenges of the new era by inspiring them to continue the process of learning.

Scope of performance:-

- **Scholarship**

As situated in a financially backward region, the institution acted as a supporting source for the needy students of society.

- **SIP (Students Initiative in Palliative)**

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

- **One Day One Rupee Program**

As an initiative of the SIP, this program intends to mobilize an amount of money for assisting the students. A coffer was installed in each classroom and staff room. Students drop a coin a day. The amount is distributed to the needy occasionally.

- **Students on Alert Activities**

Students on Alert is a group of vibrant students in the college who perform different programs to support the needs of students and society. It acts as a medium between the college and the community. The members of SOA participate in activities such as blood donation, soft skill training programs, coaching and orientation classes, workshops and discussions, etc.

File Description	Documents
Appropriate web in the Institutional website	[View File](#)
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

The institution is seriously looking into starting a new best practice apart from the existing ones. the institution will receive proposals from its stakeholders. After discussions and thoughts, the institution will select one or two of them and put them into practice. The institution will strive to make its Best Practices itselves as its distinctiveness.