



SAHRDAYA

COLLEGE OF ADVANCED STUDIES

KODAKARA, THRISSUR, KERALA



AQAR 2022-2023

NAAC
NATIONAL ASSESSMENT AND
ACCREDITATION COUNCIL





YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution		Sahrdaya College of Advanced Studies
• Name of the Head of the institution	Dr Mathew Paul Ukken	
• Designation	Principal	
• Does the institution function from its own campus?	Yes	
• Phone no./Alternate phone no.	04802713713	
• Mobile no	9188955071	
• Registered e-mail	info@sahrdayacas.ac.in	
• Alternate e-mail	iqac@sahrdayacas.ac.in	
• Address	P.B. No 18, Puliparakunnu	
• City/Town	Kodakara	
• State/UT	Kerala	
• Pin Code	680684	
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. Karuna K				
• Phone No.	04802713713				
• Alternate phone No.	9497233713				
• Mobile	9847886965				
• IQAC e-mail address	iqac@sahridayacas.ac.in				
• Alternate Email address	naaccoordinator@sahridayacas.ac.in				
3. Website address (Web link of the AQAR (Previous Academic Year))	https://sahridayacas.ac.in/				
4. Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://sahridayacas.ac.in/academic-calendar/				
5. Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	A	3.04	2022	27/12/2022	26/12/2027
6. Date of Establishment of IQAC			01/06/2019		
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	7	
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> • 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	
<ul style="list-style-type: none"> • If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
<ul style="list-style-type: none"> • Preparation of the first cycle of NAAC Accreditation and Coordinated NAAC Peer Team Visit • Registered the institution under Unnath Bharath Abhiyan and attained ISO 14001 certification • Conducted academic and administrative audits and kept tab of the quality of academic planning and delivery apart from introducing International Certification in Capacity building initiatives for all the students and Institutional MoUs with other institutions and bodies of corporate • Initiated the conduct of seminars and workshops in Research Methodology, IPR and Entrepreneurship as well as observance of days of national and international importance apart from sensitising students to values, ethics and rights through various programmes • Collected feedback on curriculum from students, teachers, alumni and employers and also initiated measures to enhance the quality of staff through Faculty development programmes and Management development programmes, performance appraisal and employee satisfaction surveys. 		
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
Development and application of quality benchmarks and Periodical conduct of Academic and Administrative Audits	<ul style="list-style-type: none"> • Completed the first cycle of NAAC Accreditation. Conducted Academic audits, formed committees to monitor documentation progress during first accreditation and coordinated Peer Team Visit • Attained ISO 14001 certification
Ensuring quality of academic planning and delivery	<ul style="list-style-type: none"> • Preparation of academic calendar • Ensuring adherence to the calendar in the conduct of Internal examination • Monthly verification of Course file and Linways LMS updation by IQAC coordinator. • Regular monitoring of remedial coaching
International certification for capacity building initiative	MoU with Cambridge Assessment English and University Press for Soft Skill Certification
Institutional MoU with other institutions and bodies of corporate	Institution had signed Memorandum of Association with 14 institutions aiming at providing Value added programmes, Faculty Exchange and Student Exchanges as well as Internship
Conduct seminars and workshops on Research Methodology, IPR and Entrepreneurship	Conducted Seminars on Research Methodology in collaboration with various departments and IPR in association with Institution Innovation Council and Entrepreneurship in collaboration with the PG Department of Commerce and ED Club of the institution
Observance of days of national and international importance	Various days of National and International relevance like Independence Day, Republic Day, Yoga Day, Anti-Narcotics Day, Kerala Piravi, Hindi Divas, Reading Day and Reading Week etc

	to name some, were observed.
Sensitising students to values, ethics and rights through various programmes	Conducted Seminars in Gender equality, Human Rights, Intellectual Property rights etc
Collection and analysis of feedback from all the stakeholders on quality-related institutional processes	Collected feedback on curriculum, delivery and other aids in the teaching-learning process from students, teachers, alumni and employers
Facilitating faculty development to adopt the required knowledge and technology for participatory teaching and learning process	<ul style="list-style-type: none"> • Conducted Faculty development programmes • Initiated financial aid to help faculty members to attend at least one Faculty development programme in a semester • Provided training to new faculty members on Linways LMS • Provided hands-on training to staff members in OBE implementation
Grants from national/ local bodies	<ul style="list-style-type: none"> • Initiated Unnath Bharath Abhiyan
Facilitating the creation of a learner-centric environment conducive to quality education	<ul style="list-style-type: none"> • Initiated participative learning through Student Teacher Initiative for PG students, Hyde Park- the public speaking platform etc • Initiated student-centric learning through various intra-department competitions like case study presentations, product launches, business plans, training for management fest etc • Participation in various arts, sports and cultural activities like D Zone, Interzone, other Intercollegiate competitions and management fests.
13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> • Name of the statutory body 	

Name	Date of meeting(s)
College Council	23/02/2024

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022-23	15/02/2024

15. Multidisciplinary / interdisciplinary

The institution envisions imparting knowledge to learners to excel in their personal and professional lives. Adhering to the prescribed syllabus of the University, the institution explains to the students at the beginning of each semester the core competencies and learning outcomes that all students should achieve by the end of the program. It also offers flexibility in curriculum delivery through Elective Courses and Open Courses as prescribed by the University. The institution offers flexible and innovative curricula that include credit-based courses and projects in the areas of community engagement and service to the Postgraduate students of Social Work and Psychology, Environmental education to all its students through the Audit course and value-based education towards the attainment of holistic and multidisciplinary education through the Value education course offered by the Christian Chair of the University of Calicut. The Institution in its approach towards the integration of humanities and science with STEM, provides ICT-enabled courses to the students of Commerce through Certificate Programmes in MS EXCEL, Tally, Mathematics through Certificate Courses in Cyber Security, IOT and Tally, Malayalam through Malayalam Computing and so on. Also, the institution imparts training in Quantitative Techniques and Reasoning to all the students to help them acquire the fundamental knowledge of Mathematics.

16. Academic bank of credits (ABC):

The Academic Bank of Credit (ABC) is a novel and innovative approach to academic assessment and credit recognition, designed to facilitate a seamless and flexible learning experience. Sahridaya College of Advanced Studies has embraced the concept of the Academic Bank of Credit, positioning itself as a forward-thinking institution ready to adapt to the evolving demands of the educational landscape.

The Academic Bank of Credit operates as a repository that stores academic credits earned by students across various courses and disciplines. This system allows students to accumulate credits based

on the skills and knowledge they acquire, irrespective of the traditional semester-based structure. Sahrdaya College of Advanced Studies recognizes the potential of this system in providing students with a more personalized and adaptable learning journey.

Sahrdaya College of Advanced Studies, though has not yet implemented the Academic Bank of Credit, is well-equipped and prepared to do so when the need arises in tune with the adoption of the same by the University of Calicut. The institution acknowledges the importance of staying ahead of the curve in education, and the Academic Bank of Credit aligns with its commitment to fostering an environment of continuous learning and innovation.

The College's state-of-the-art infrastructure, experienced faculty, and commitment to educational excellence make it a suitable candidate for the introduction of the Academic Bank of Credit. The institution's proactive approach ensures that students will benefit from a system that recognizes and values their diverse skill sets, competencies, and experiences beyond traditional academic parameters.

Sahrdaya College of Advanced Studies recognizes the transformative potential of the Academic Bank of Credit in promoting a more inclusive, student-centric, and competency-based education system. The institution's readiness to adopt this system demonstrates its commitment to preparing students for the dynamic challenges of the future, where adaptability and continuous learning are key to success.

17.Skill development:

The institution to strengthen the soft skills of students in alignment with the National Skills Qualifications Framework has constituted a separate department called the Department of Human Excellence whose Trainers focus on imparting various skills to all the students of the institution namely, soft skills, life, professional and management skills. Since 2022 the institution is imparting the curriculum as given by University Grants Commission in Jeevan Kaushal 2.0. Students after completion of the soft skill course undergoes an examination conducted by Cambridge Assessment English and University Press on qualifying which gets a Cambridge Course completion certificate in soft skills. Apart from that all students are provided with value-added programmes in collaboration with national and international institutions of repute that help them in bridging the gap between industry and academia and foster their easy movement towards employability. Industry experts from

various streams are invited to deliver talks which provide the students with a needed understanding of the current scenario. Apart from that the institution is providing Value-based education to inculcate positivity amongst the learner including the development of humanistic, ethical, constitutional, and universal human values through the Value education programme offered by the Christian chair of the University of Calicut. Since 2019, it is made mandatory that each student completes at least two certificate programmes. All students undergo certificate course in Yoga and meditation apart from the Business English Certificate offered by the Cambridge Assessment English and University Press for Communication Skills.

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

To integrate the Indian Knowledge system (teaching in Indian Language, culture etc) into the curriculum the Institution provides Malayalam and Hindi as additional languages. Even though the medium of instruction is English for most Programmes offered, bilingual classroom delivery is encouraged so as to ease the subject understanding and to give due importance to vernacular language. Moreover, the institution has tried to preserve and promote Indian culture and tradition as part of its curriculum even within the framework as given by the affiliating University where ever possible, an example of which is the Modern Indian History course which is chosen as a complementary Course to the BA English programme. The institution through its Best Practice Sapthasadassu-the seven Arenas consisting of Dance, Music, Theatre, Painting, Still Modelling, Writing, and Digital Art provides a platform for students to identify their interests, talent, to showcase them and explore the various Indian art forms. The institution also provides opportunities for interested students to learn one or more of these within the three years of their study. Apart from that, the institution celebrates the local, regional and national festivals thereby helping students to understand the culture and tradition of the country.

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

Attainment of Graduate Attributes by all learners is ensured by the institution by adhering to the Programme Outcomes and Course Outcomes prescribed by the University. Attainment of the outcomes is assessed through various methods by departments namely Internal exams, seminars, assignments, projects, practicals, case study analysis, fieldwork, mini projects and so on. During the academic year, faculty members were provided with hands-on training on measuring the attainment of programme and course outcome through the

Learning Management System. Career counselling and placement training are offered to students of all subject disciplines. Placement, as well as progression to higher education of students, are documented as proof of the outcome of the education they have received.

20.Distance education/online education:

The teaching-learning process in the institution is aided by the ICT facilities like Audio Visual Room, Interactive Touch Panels, LCD projectors and Wi-Fi which are helpful in imparting online courses too. The institution with its status of SWAYAM NPTEL Local Chapter holds the potential to expand the virtual mode of learning. The institution has a COURSEERA PLUS account for conducting MOOC. Microsoft EduCloud campus agreement for using licensed products including Microsoft Teams, Sharepoint, Outlook and Office 365, adds to the technological infrastructure for teaching and learning suitable for the extension of online education to the learners. Also, the faculty members are encouraged to upload video lectures as well as study materials in the Learning Management system whereby the students can log in and access it at any point in time which will enable Self-paced Learning enabling blended learning.

Extended Profile

1.Programme

1.1	485
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	2243
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	376
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		784
Number of outgoing/ final year students during the year		
File Description		Documents
Data Template	View File	
3.Academic		
3.1		101
Number of full time teachers during the year		
File Description		Documents
Data Template	View File	
3.2		101
Number of sanctioned posts during the year		
File Description		Documents
Data Template	View File	
4.Institution		
4.1		67
Total number of Classrooms and Seminar halls		
4.2		155509764
Total expenditure excluding salary during the year (INR in lakhs)		
4.3		240
Total number of computers on campus for academic purposes		
Part B		
CURRICULAR ASPECTS		
1.1 - Curricular Planning and Implementation		

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

Sahrdaya College exemplifies educational excellence, meticulously delivering its curriculum with a focus on holistic development and a student-centric approach. The institution has crafted an efficient curriculum delivery process, encompassing comprehensive planning, stakeholder involvement, orientation programs, master timetables, technological integration, continuous monitoring, practical learning, and innovative teaching methods.

Each academic year begins with collaborative planning sessions involving faculty, academic heads, and administrative staff, resulting in a detailed academic calendar. Stakeholders, including departments, the Internal Quality Assurance Cell (IQAC), and the College Council, actively contribute diverse perspectives. Orientation programs for staff and students facilitate a smooth transition, and a Principal and department-led Bridge Course aids first-year students.

Meticulously devised master timetables form the backbone, shared with departments through Linways, an Academic Management & Learning Management System (AMS&LMS). This technological integration ensures transparency and accessibility, offering communication, syllabi, Program Outcomes (POs), and Course Outcomes (COs).

Continuous monitoring is facilitated through AMS&LMS, allowing real-time insights into student progress. The institution constantly explores innovative teaching methods, fostering a conducive learning environment.

In conclusion, Sahrdaya College's commitment to effective curriculum delivery, strategic planning, stakeholder involvement, technological integration, and emphasis on practical learning sets a standard for educational excellence, preparing students for future challenges through continuous improvement.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://sahrdayacas.ac.in/wp-content/uploads/2024/02/1_1_1_ADDITIONAL_INFO_22_23.pdf

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous

Internal Evaluation (CIE)

Sahrdaya College is devoted to academic excellence, which is demonstrated by its strict adherence to the academic calendar and Continuous Internal Evaluation (CIE). The college integrates CIE seamlessly into the academic routine, cultivating a disciplined learning culture. The CIE implementation happens throughout the year in various formats, with transparent communication facilitated through various channels and the Linways platform. Sahrdaya College uses technology to keep records on the AMS&LMS platform, ensuring accurate data management. Regular monitoring and feedback, including timely evaluation and class-wise parent-teacher meetings, contribute to academic improvement and foster a culture of self-assessment. The college remains responsive to unforeseen circumstances, adjusting the CIE schedule without compromising the quality of assessment. Overall, Sahrdaya College's commitment to the academic calendar, especially in the context of CIE, underscores its dedication to providing a structured and conducive learning environment, preparing students for a holistic educational experience beyond traditional examinations.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://sahrdayacas.ac.in/academic-calendar/

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	No File Uploaded

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	
22	
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)	
29	
File Description	Documents
Any additional information	No File Uploaded
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	
2237	
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 University's diverse curriculum focuses on cross-cutting issues, imparting knowledge through classroom sessions, extension activities, and institutional practices. The curriculum includes courses in areas such as Business Management, Principles of Software, and Counseling, Management theory, Sahitya vimarsanam and so on emphasizing the importance of professional ethics.

In terms of gender, the curriculum offers courses covering topics like Feminism and Social Commitment, corporate governance and business ethics, Gender studies, Rural & Urban Community, Entrepreneurship development, Voice of women, Social work and vulnerable groups, basic theory of psychology. Various activities, including those by the Women Development Cell, department seminars, webinars, talks, and workshops, aim to deepen understanding of gender justice, equity, and inclusivity.

The curriculum also encompasses courses fostering human values in courses like Human resources and Management, Appreciating fiction, Kadhasahithyam, Malayala sahityam, Human rights, Management Concepts and Business ethics and Social Psychology.

Topics in the environment, are covered in courses Environmental Chemistry to Non-Conventional Energy Sources, business ethics, Environmental geology, Drishyakalrasahithyam, Appreciating poetry etc. Activities organized by NSS unit and Nature Club help students apply classroom knowledge to real-world environmental concerns.

Sustainability is addressed through courses like Advanced and Applied Chemistry, Corporate Governance, Environmental studies, Disaster management and Business Ethics. The institution ensures curriculum delivery with a focus on social commitment, shaping students into contented and refined individuals.

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

51

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

778

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

1.4 - Feedback System

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://sahridayacas.ac.in/feedback-on-curriculum/
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://sahridayacas.ac.in/feedback-on-curriculum/

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

740

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

377

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

Sahrdaya College of Advanced Studies by implementing a robust assessment system and organizing special programs for both advanced and slow learners, underscores its commitment to fostering an inclusive educational environment.

Acknowledging the diversity in learning levels, the college employs a comprehensive system to assess and address students' needs, fostering a tailored approach.

The institution employs a multifaceted assessment method, incorporating regular assessments, examinations, and feedback mechanisms to gauge individual academic progress. Recognizing the limitations of standardized tests, Sahrdaya College utilizes a blend of formative and summative assessments, along with qualitative evaluations such as teacher assessments, peer reviews, and project-based evaluations.

For advanced learners, the college organizes special programs beyond the standard curriculum, offering enrichment activities, advanced seminars, and research opportunities. This encourages independent research projects, conference participation, and collaboration with faculty mentors, preparing advanced learners for future academic pursuits.

Equally vital is the commitment to students requiring additional support. Special programs for slow learners include personalized tutoring sessions, peer-assisted learning initiatives, question banks, and remedial classes, creating a supportive environment for building confidence and improving academic performance. This approach not only prepares students for academic success but also instils confidence and a passion for learning, contributing to their lifelong benefit.

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

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

Number of Students	Number of Teachers
2243	101

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

Sahrdaya College of Advanced Studies champions progressive education, shifting from traditional teaching to student-centric approaches that enhance the overall learning experience. Recognizing the importance of fostering active student engagement for critical thinking and problem-solving skills, the college employs experiential learning, participative learning, and problem-solving methodologies.

Experiential learning, at the core of Sahrdaya's pedagogical philosophy, integrates hands-on experiences like internships, fieldwork, experiments, and industry collaborations. This approach reinforces academic concepts, instills curiosity, and cultivates problem-solving skills, bridging the gap between theory and practice.

Participative learning emphasizes collaborative methods through group discussions, seminars, interactive sessions, and events, fostering a sense of community, enhancing communication, and teamwork skills. Some of the examples of such events are the Exhibition Cum Sale of Hygiene products by the Dept of Chemistry, Hyde Park the public speaking platform by the PG Department of English, Community engagement activities by NSS and so on.

Through programmes like case study analysis, Business Plan contests, practical applications and Harvard simulation exercises conducted by

the PG Dept of Commerce, students are exposed to authentic problem scenarios relevant to their chosen disciplines. Sahridaya College equips students with holistic problem-solving skills, considering ethical implications and societal impacts.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://sahridayacas.ac.in/wp-content/uploads/2024/02/ADDITIONAL-INFO_2.3.1.pdf

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

Sahridaya College of Advanced Studies recognizes the pivotal role of Information and Communication Technology (ICT) in education, seamlessly incorporating ICT-enabled tools to elevate the teaching-learning experience. Utilizing smart boards, multimedia presentations, and the Linways Learning Management System, coupled with 24x7 campus Wi-Fi, the college fosters dynamic and interactive learning environments. Microsoft EDUCLOUD, SWAYAM NPTEL, TCS Learning Partner, and COURSERA PLUS subscriptions further enhance individualized learning and create a virtual learning community.

Online assessments and feedback processes have been transformed, providing real-time insights and personalized support. The institution prioritizes faculty development through workshops and training sessions, ensuring proficiency in the latest ICT tools. The digital library, managed by Linways Library Management System and memberships in DELNET and INFLIBNET N-LIST, enriches academic resources, providing internet access for exploration and collaborative work. Sahridaya College's integration of ICT tools modernizes classrooms, enriching the educational experience for educators and students, preparing them for the demands of an increasingly digital world.

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**

101

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**

101

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**

20

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 speciality / 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**

431

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.

Sahrdaya College of Advanced Studies is dedicated to establishing a transparent and effective internal assessment system, ensuring fairness and accuracy in evaluating students' academic progress. The institution emphasizes the importance of regular and timely assessments throughout the academic year, fostering continuous learning and reinforcing consistent study habits. Employing various assessment methods such as written exams, practical assessments, projects, and presentations, Sahrdaya College comprehensively evaluates students' theoretical knowledge, practical skills, and real-world application of concepts.

Transparency is a key element in Sahrdaya College's assessment process, providing students with clear guidelines, marking schemes, and expectations. The institution encourages open dialogue between faculty and students, promoting trust and confidence. Leveraging modern technologies, Sahrdaya integrates digital platforms for online submissions, automated grading, and result dissemination, ensuring efficiency and accuracy.

Recognizing that internal assessment goes beyond grading, Sahrdaya College prioritizes constructive feedback. Faculty members engage in discussions with students, highlighting strengths and areas for improvement. This personalized feedback approach empowers students to understand their academic journey and strive for continuous improvement. Overall, Sahrdaya College's internal assessment system reflects its commitment to a comprehensive and enriching educational experience, fostering lifelong learning and holistic development.

File Description	Documents
Any additional information	View File
Link for additional information	https://sahridayacas.ac.in/examination/

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

Sahridaya College prioritizes a transparent grievance mechanism for internal exams. Students are made aware of assessment criteria, marking schemes, and expectations, fostering trust in the evaluation process. Open communication channels ensure prompt resolution of concerns.

Students can access the Grievance Redressal mailer on the institution's website for both internal and external examination-related concerns. The Head of the Institution addresses grievances promptly upon receipt. For internal examination issues, students can report grievances to the course teacher, escalating to the class animator and, if needed, to the Head of the Department and subsequently to the Head of the Institution. External examination grievances can be reported to the class animator, reaching the Head of the Department and then the Head of the Institution. Linways AMS&LMS also allows students to convey grievances in message format. Written grievances can be dropped in the centrally placed complaint box, routinely checked.

The Internal Assessment Grievance Cell, led by the Head of the Institution, addresses internal examination grievances promptly and documents all procedures. External examination grievances undergo meticulous verification and are forwarded to the university, with documented procedures and follow-up actions.

File Description	Documents
Any additional information	View File
Link for additional information	https://sahridayacas.ac.in/internal-assessment-grievances/

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.

At Sahrdaya College of Advanced Studies, transparency and clarity are at the core of our educational approach. We proudly articulate and disseminate the Program and Course Outcomes for all our offered programs, a practice integral to our commitment to excellence. These outcomes serve as guiding beacons for both educators and students, aligning academic pursuits with defined goals.

Our institution understands the significance of accessible information, and therefore, the detailed Program and Course Outcomes are prominently displayed on our official website. This ensures that prospective students, current enrollees, and faculty members have easy access to a comprehensive understanding of the expected learning outcomes for each program.

Communication is key to effective education, and at Sahrdaya College, we prioritize regular communication channels. These outcomes are not only available online but are also consistently communicated to our dedicated teaching faculty who in turn use it to map the outcomes and its attainment through LMS, enabling them to structure their courses in a manner that resonates with the overarching educational objectives. Moreover these are communicated to the students at the beginning of each semester and the course outcomes displayed in the notice boards placed in the class as well as in the department.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://sahrdayacas.ac.in/programme-outcome-and-course-outcome/
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.

Sahrdaya College of Advanced Studies places a paramount emphasis on the continuous evaluation of Program Outcomes (POs) and Course Outcomes (COs) to ensure the highest standards of academic achievement. Through a robust and systematic assessment framework, we actively gauge the attainment of these outcomes, reflecting our unwavering commitment to excellence in education.

Our institution employs a multifaceted evaluation approach, incorporating diverse assessment methods such as examinations,

projects, presentations, and practical exercises. This comprehensive strategy allows us to holistically measure the effectiveness of our programs in meeting the predetermined outcomes. Regular feedback mechanisms, including surveys and peer reviews, further contribute to a dynamic assessment process, ensuring that our educational offerings stay responsive to evolving needs.

The results of these evaluations are meticulously analyzed by our faculty and administrative teams, leading to informed decisions on curriculum enhancements, teaching methodologies, and support mechanisms for students. This dedication to rigorous evaluation not only upholds our academic standards but also cultivates a culture of continuous improvement, making Sahrdaya College a dynamic institution dedicated to shaping competent and well-rounded individuals.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil

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

788

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://sahrdayacas.ac.in/annual-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://sahrdayacas.ac.in/wp->

content/uploads/2024/02/2.7.1_SSS_2022-23.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)

NIL

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)	View File

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

3.1.2.1 - Number of teachers recognized as research guides

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)	View File
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

Sahrdaya College of Advanced Studies stands as a beacon of innovation, having meticulously cultivated an ecosystem that nurtures creativity and facilitates the seamless transfer of knowledge. The institution's commitment to fostering a culture of innovation is evident through various initiatives aimed at stimulating the creation and dissemination of knowledge.

The college provides a conducive environment that encourages students and faculty to explore novel ideas, pushing the boundaries of conventional learning through programmes like Lecture Series on Innovation, Entrepreneurship and IPR, Friday Market organised by the ED Club, Visit to innovation hubs and so on.

Moreover, Sahrdaya College actively promotes the transfer of knowledge through mentorship programs like Skills for Entrepreneurship, Upskilling globally, Online Stock trading etc that helps to bridge the gap between academia and real-world applications.

The institution's unwavering commitment to creating and transferring knowledge underscores its role as a catalyst for creating an innovation ecosystem and progress in the academic landscape.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sahrdayacas.ac.in/wp-content/uploads/2024/02/3_2_1_REPORTS_FINAL_22_23.pdf

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**

38

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
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**

6

File Description	Documents
URL to the research page on HEI website	https://sahridayacas.ac.in/about-research-center/
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**

9

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

14

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

Sahrdaya College of Advanced Studies recognizes the profound importance of extension activities in fostering the holistic development of students by engaging them in the neighborhood community. Through a myriad of initiatives, the college aims to sensitize students to pressing social issues, creating responsible and empathetic citizens.

The impact of these extension activities is palpable throughout the academic year. Students actively participate in community service like testing drinking water quality, Forest cleaning, Beaching cleaning and Cleaning of primary health centre. Outreach programmes like Orphanage visit, Meals for the needy, Old age home visit, Book distribution etc equips students with practical skills, empathy, and a heightened social consciousness. Awareness campaigns like "Equality a Priority" on gender justice and Human rights, Vana Jala Mitra in connection with Forest day, Drug Liberation Campaign exposes students to real world issues beyond their class room learning. Programmes like Sale of Hygiene Product, Speak Anglia, Hyde Park provides hands-on approach and enriches their academic

experience. These extension activities provide a platform for students to apply theoretical knowledge in practical settings, fostering a well-rounded development that goes beyond academic achievements.

As a result, Sahridaya College witnesses the transformation of students into socially conscious individuals who understand the importance of contributing positively to their communities.

File Description	Documents
Paste link for additional information	https://sahridayacas.ac.in/wp-content/uploads/2024/02/3_4_1_NEWSREPORTS_22_23.pdf
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

5

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

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

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

33

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

1958

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

25

File Description	Documents
e-copies of related Document	View File
Any additional information	No File Uploaded
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

26

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
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's commitment to academic excellence is reflected in the thoughtful design and ample provision of classrooms, laboratories, and computing equipment.

Our classrooms are equipped with modern teaching aids and ergonomic seating, creating a conducive atmosphere for interactive learning. The Physics, Chemistry and Geology laboratories, furnished with cutting-edge equipment, cater to the practical needs of these academic disciplines. These facilities enable students to apply theoretical knowledge to hands-on experiments, fostering a comprehensive understanding of their subjects.

The computing infrastructure at Sahrdaya College is robust, ensuring that students have access to the latest technologies. High-speed internet, well-maintained computer labs, and specialized software contribute to a technologically enriched learning experience.

In addition to traditional academic spaces, the campus includes recreational areas like Central Auditorium, Seminar halls and common spaces like study huts, common study areas, library and sports areas creating a holistic environment that supports the overall well-being of students. Sahrdaya College's commitment to providing adequate and advanced infrastructure underscores its dedication to delivering a high-quality education that prepares students for the challenges of

the modern world.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sahridayacas.ac.in/general-facilities/

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

Sahridaya College of Advanced Studies boasts comprehensive facilities for cultural activities, sports, games (both indoor and outdoor), and a gymnasium ensuring a well-rounded educational experience.

The college encourages cultural diversity and artistic expression through dedicated spaces for cultural activities. Well-equipped Central Auditorium, Seminar Hall, Aula Magna and Decennial Hall are the performance arenas that provide platforms for students to showcase their talents in music, dance, drama, and other cultural pursuits.

The emphasis on physical fitness is reflected in our extensive sports facilities, encompassing both indoor and outdoor games. From Cricket, Volley Ball, Basket Ball, Hand Ball, and also multipurpose ground for Korf Ball and Net Ball to indoor arenas for Table Tennis, Shuttle, and Badminton, our campus supports a range of sporting interests. The gymnasium caters to fitness enthusiasts, promoting a healthy and active lifestyle.

Furthermore, the inclusion of a yoga training underscores our commitment to holistic well-being. The serene and dedicated space for yoga promotes mental and physical balance, offering students an opportunity to engage in practices that enhance mindfulness and relaxation.

In essence, Sahridaya College's provision of diverse facilities for cultural, sports, and fitness activities complements its academic offerings.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sahridayacas.ac.in/wp-content/uploads/2022/05/4.1.2-additional-info-sports.pdf

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

71

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sahridayacas.ac.in/it-facilities/
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)

155509764

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)

During the academic year 2022-2023, our institution utilized an

Integrated Library Management System (ILMS) called 'Linways'. The major features of this ILMS as follows:

Simplified Interface: Linways offered a user-friendly interface, making it accessible to both library staff and users. Its intuitive design allowed for easy navigation and quick access to essential functions.

Interactive Data Handling: One of the standout features of Linways was its interactive data handling capabilities. The system facilitated the storage of backups seamlessly, ensuring the security and integrity of library data. This feature was crucial in safeguarding valuable information related to books, journals, and user records.

Efficient Maintenance: Linways proved to be an effective tool for the maintenance of library resources. It streamlined processes related to cataloging, circulation, and inventory management, allowing library staff to efficiently track and manage books and journals.

User Management: The system provided robust user management features, enabling library staff to easily create and manage user accounts. This facilitated the borrowing and returning of materials, as well as the tracking of user activity within the library.

Reporting and Analytics: Linways offered comprehensive reporting and analytics capabilities, allowing library administrators to generate detailed reports on various aspects of library operations. This feature provided valuable insights that could be used to optimize library services and resources.

Overall, the implementation of Linways as the Integrated Library System proved to be a resounding success.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://sahridayacas.ac.in/central-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)

330906

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

115

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

Sahrdaya College of Advanced Studies is dedicated to providing students with cutting-edge technological resources, exemplified by its proactive approach to updating IT facilities, particularly Wi-Fi infrastructure. Recognizing the pivotal role of technology in modern education, the institution continually invests in upgrading its IT

resources to meet the evolving needs of students and faculty.

The commitment to providing state-of-the-art Wi-Fi facilities stems from the acknowledgment of the indispensable role connectivity plays in today's educational landscape. With students and faculty relying on various devices for academic pursuits, a robust and high-speed Wi-Fi network is imperative. Sahrdaya College ensures that its Wi-Fi infrastructure is not only reliable but also at the forefront of technological advancements, aligning with the institution's vision of fostering a technologically enriched learning environment.

The existing setup at our institution involves a 50 MBPS Kerala Vision leased line from Kodakara through RF link, providing Wi-Fi across campus with a speed of 50 MBPS. The seamless roaming facility ensures internet access from classrooms to libraries and residential areas. To address security concerns, we employ SOPHOS firewall, offering a stable and secure network security solution.

Additionally, our academic management system (AMS) streamlines administrative processes, integrating with our IT infrastructure to foster efficiency and organization. The college website, developed on the WordPress platform, underscores our commitment to a dynamic and engaging online experience. The versatility of WordPress facilitates easy content updates, enabling the presentation of multimedia content for an interactive and visually appealing representation of our institution.

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

4.3.2 - Number of Computers

240

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)

23270310

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 institution operates on well-established systems and procedures for the management and utilization of its physical, academic, and support facilities. Each department takes responsibility for the maintenance of facilities like laboratories, sports complexes, computer rooms, and classrooms. The dedicated in-house staff ensures daily upkeep and periodic checks, following Standard Operating Procedures in case of breakdowns.

Laboratories are managed by appointed faculty members and assistants who maintain and upgrade equipment regularly. The library, automated with Linways, undergoes systematic stock verification and proactive interventions to ensure optimal availability of instructional materials. Sports facilities are monitored by the Head of Physical Education, with preventive maintenance measures in place, while class rooms are allocated and cleaned daily, overseen by an infrastructure supervisor.

IT facilities receive annual maintenance, with upgraded software and Smart Class Rooms under Annual Maintenance Contracts (AMC). Electrical and drinking water facilities are maintained by employed electricians and plumbers. Security, including CCTV surveillance, is managed by a dedicated team, and seminar halls and AV rooms are well-equipped and regularly maintained.

This comprehensive approach to maintenance ensures the institution's facilities remain functional, up-to-date, and conducive to a thriving academic environment.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sahridayacas.ac.in/wp-content/uploads/2024/02/4.4.2_Additional-information.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

39

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 benefitted 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 benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

555	
File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above
File Description	Documents
Link to Institutional website	https://sahridayacas.ac.in/courses-offered/
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	
1464	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
1464	
File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

76

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

264

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
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

520

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded
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.

131

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

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

Sahrdaya College of Advanced Studies acts as an incubator for leadership, teamwork, and personal growth and plays a pivotal role in nurturing well-rounded individuals.

At the heart of this commitment is the democratically elected Student Council, serving as a vital bridge between students and the administration. The council ensures the student community's voice is heard in decision-making processes, fostering transparency and inclusivity. The Student Quality Assurance Cell is yet another important body that helps in nurturing the innate leadership skills of the students. Through the various activities of the SQAC they take the lead role as organisers, coordinators and convenors through which they actively participate in decision-making and implementation of these programmes. The First NAAC PTV visit was a classic example that showcased the leadership skills of our SQAC members. Recognizing the importance of student representation, the college includes students on various bodies, committees, and clubs, integrating their perspectives into administrative decisions.

Encouraging active participation, Sahrdaya College involves students in organizing workshops, seminars, and events, Co-curricular and extracurricular activities, including sports, cultural events, and community service initiatives, which prioritises enhancing overall student development, this is exemplified by events like Eldorado, the College Fine Arts festival.

File Description	Documents
Paste link for additional information	https://sahridayacas.ac.in/students-council/
Upload any additional information	View File

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

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

23

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

5.4 - Alumni Engagement

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

Sahridaya College of Advanced Studies benefits immensely from its robust Alumni Association, which is officially registered and serves as a cornerstone for the institution's advancement. The alumni community actively contributes to the college's progress through financial aid and a diverse array of support services.

Sahridaya Sparklets Alumni Association of the college contributed a sum of over Rupees Thirty thousand which was utilised for the provision of water filters in the campus.

However, the alumni's impact extends beyond monetary support. The Association serves as a valuable resource for current students, offering mentorship initiatives, career guidance, and networking opportunities through programmes like Alumni Talk series and Career

Guidance Workshop in which they provide insight to the students in new age programmes, career opportunities and overall personal development. This holistic approach fosters a strong sense of community and provides students with the tools they need to navigate both their academic and professional endeavours successfully.

In conclusion, the registered Alumni Association of Sahrdaya College of Advanced Studies stands as a dynamic force, significantly contributing to the institution's growth, fostering a sense of unity, and empowering students to excel in their educational and career pursuits.

File Description	Documents
Paste link for additional information	https://sahrdayacas.ac.in/alumni-meet-report-2022-23/
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	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Sahrdaya College of Advanced Studies, Kodakara, affiliated with the University of Calicut, is a prestigious institution under the Irinjalakuda Diocesan Educational Trust (IDET). Established in 2012 and ISO certified, the college aims to cultivate a dedicated and industrious citizenry. Adhering to IDET policies, the institution is overseen by the IDET Chairman, who serves as the Patron.

The governing bodies, including the Trustee Board, Advisory Body, and Academic Council, formulate annual strategic plans, focusing on academic, administrative, and organizational aspects. The strategic planning core committee of the institution headed by the Executive Director initiates the strategic plan for the institution in tune with the overall plan of the trust. Principal heads the institution

and convenes the College Council in turn formulates the plans and policies to be implemented in the institution in tune with the strategic plan.

The Internal Quality Assurance Cell (IQAC) initiates quality enhancements, informing the College Council and monitoring progress. Each department has department council that is empowered with the department plans which are aligned with the institutional plans. Various competent bodies, Cells, Clubs and Committees within the institution also create their own plan for each academic year but all aligned to contribute to the larger overall plan of the institution and the strategic plan to meet the vision and mission of the organisation.

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

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

Sahrdaya College of Advanced Studies exemplifies effective leadership through its commitment to institutional practices such as decentralization and participative management. By delegating authority to various departments and teams, Sahrdaya encourages innovation and adaptability, ensuring a dynamic learning environment.

The Irinjalakuda Diocesan Education trust is the management trust of Sahrdaya, which is the apex body that regulates the directions in which the College is moving ahead. College council headed by the Principal and consisting of HODs and elected staff members formulates the plans and policies to be implemented in the institution and monitors them through regular meetings. HODs and teachers of the department take decisions in department meetings about daily affairs of the programme. College IQAC plans and institutionalise the quality initiatives of the College incorporating stakeholder's feedback.

At Sahrdaya, effective leadership involves participative management. All stakeholders, including faculty, staff, and students, are consulted in decision-making processes. This includes various committees, cells, Student Council, Alumni, and Parent Teacher

Association which was showcased in the NAAC Peer Team visit in December 2022.

A classic example of leadership's commitment to decentralization and participative management is visible in the implementation of Add-on Courses offered by all the departments, where departments are given autonomy to decide the programme, the agency and its implementation.

File Description	Documents
Paste link for additional information	https://sahrdayacas.ac.in/college-manual/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

At Sahrdaya College of Advanced Studies, the Institutional Development Plan serves as guiding beacon, effectively deployed to chart the course of the institution's growth and development. The college's leadership recognizes the paramount importance of strategic planning in steering the institution towards its envisioned goals.

The Institutional Development Plan- Sahrdaya GOAL10, is a comprehensive roadmap that delineates the college's vision, mission, and core values. It serves as a blueprint, aligning the collective efforts of faculty, staff, and students toward common objectives as envisioned by the Management trust. The deployment of this plan is a dynamic process after analyzing the internal and external environment through the Institutional SWOC Analysis.

The strategic planning committee spear headed by the executive director of the institution formulated the institutional goals in consultation with IQAC, HODs and faculty members.

Sahrdaya's commitment to effective deployment is evident in the meticulous execution of planned initiatives. The plan comprising of Long term, Medium term and Short term addresses various goals to be attained within the stipulated time namely academic excellence, research advancements, infrastructure development, and community engagement

Through the effective deployment of its Institutional Development Plan, Sahrdaya College of Advanced Studies not only envisions its

future but actively shapes it.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://sahridayacas.ac.in/vision-mission/
Upload any additional information	No File Uploaded

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

Sahridaya College of Advanced Studies exemplifies a commendable level of effectiveness and efficiency in the functioning of its institutional bodies. The institution's robust policies, streamlined administrative setup, meticulous appointment processes, and well-defined service rules and procedures collectively contribute to its overall success.

The college's various policies like the HR policy, Financial Support Policy, Standard Operating Policy, Resource Mobilisation Policy and so on reflect a forward-thinking approach, addressing contemporary challenges while fostering an environment conducive to holistic education. The administrative setup is marked by transparency and accountability, ensuring that decision-making processes are efficient and align with the institution's goals. Appointments at Sahridaya College are as defined in the recruitment policy are made through a rigorous and merit-based system, emphasizing the selection of qualified individuals who contribute to the institution's academic excellence.

Service rules and procedures are clearly delineated, providing a structured framework for the faculty and staff. This clarity not only enhances the work environment but also contributes to the smooth functioning of various departments. Sahridaya College's commitment to excellence is evident in the seamless integration of these elements, creating an institution that stands as a beacon of effective and efficient organizational functioning.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://sahrdayacas.ac.in/organogram/
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

C. Any 2 of the above

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

6.3 - Faculty Empowerment Strategies

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

The management of the institution has instituted a comprehensive set of welfare measures for both teaching and non-teaching staff, fostering a positive and supportive workplace environment. These measures encompass various aspects to recognize and support staff members:

1. Acknowledgment tokens for teaching staff, commending meritorious service, attainment of doctoral/MPhil degrees, and contributions to international journals and books.
2. Recognition for non-teaching staff's exceptional service.
3. Financial assistance for teaching staff to attend external events like Seminars, Conferences, FDPs, and Training Programmes.
4. Provision of a Staff Welfare Fund, ESI & PF, and advance salary.

5. Annual staff tour.
6. Exclusive celebrations for Onam and Christmas.
7. Convenient on-campus ATM facility for easy money withdrawal.
8. Faculty development programs for teaching staff without fee payment and free training programs for non-teaching staff.
9. Birthday gifts for staff members, Wi-Fi facilities, subsidized transportation, and free fitness programs.
10. Essential facilities such as a sick room, retiring room for female staff, lifts, and a sanitary pad vending machine with disposal unit.

These welfare measures are regularly updated to align with institutional policies and the evolving needs of the times, ensuring a dynamic and supportive work environment.

File Description	Documents
Paste link for additional information	https://sahridayacas.ac.in/wp-content/uploads/2024/02/6_3_1_STAFF-WELFARE-7-MAY.pdf
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

74

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

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

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**2**

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	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year****81**

File Description	Documents
IQAC report summary	View File
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 prioritizes the professional development of its**

staff through an effective Performance Appraisal System, aimed at enhancing academic and administrative standards. This comprehensive system incorporates feedback from students, ensuring a holistic evaluation. Identified shortcomings are communicated discreetly by the Principal, accompanied by constructive suggestions for improvement. Timely completion of academic and non-academic duties, participation in development programs, and adherence to timelines are integral factors in the appraisal.

Non-teaching staff undergo a systematic feedback and appraisal process. Feedback from faculty, students, and peers is gathered, and appropriate guidance is provided to address any noted shortcomings.

For teaching staff, the Course File serves as a record of daily engagements, including lesson plans, tests, and extracurricular activities. The Academic Review Committee, led by the Executive Director, evaluates teacher performance annually, suggesting collective and individual corrective measures. The Principal submits a Confidential Report, with detailed evaluations and confidential feedback from the Executive Director.

Department heads prepare confidential reports highlighting teachers' strengths and weaknesses. Peer Evaluation, designed by IQAC, offers insights for improvement. Student feedback is crucial, covering accessibility, communication skills, fairness, motivation, punctuality, subject knowledge, and ICT usage.

Non-teaching staff are evaluated annually through a system developed by IQAC, with student input considered in institutional surveys. The Principal provides continuous feedback, ensuring a holistic approach to staff performance and development.

File Description	Documents
Paste link for additional information	https://sahridayacas.ac.in/wp-content/uploads/2024/02/6_3_5_ADDITIONALINFO_22_23-PA.pdf
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 emphasizes financial accountability and ensures

transparency through regular internal and external audits. Well-defined procedures guide these audits, systematically maintained for consistency.

Internally, the Accounts Department conducts a primary audit, scrutinizing income receipts, expenditures, payment notes, assets, and liabilities. Office Superintendent oversees payment transactions, approved by the Finance Officer and Principal. The Finance Officer, followed by the Executive Director, verifies financial data. The central office of Irinjalakuda Diocesan Educational Trust (IDET), the managing trust, conducts further audits, assessing institutional objectives and budgetary provisions semiannually with M/s Cheeran Varghese & Co.

The audit objections from internal reports are addressed before the annual statutory audit. IDET appoints M/s P.V Chacko & Co. as the Statutory Auditor for an external audit, ensuring compliance with financial laws and rules. The external statutory audit occurs at each financial year-end, with the most recent one successfully completed. This meticulous auditing process underscores the institution's commitment to financial integrity and adherence to regulatory standards.

File Description	Documents
Paste link for additional information	https://sahridayacas.ac.in/wp-content/uploads/2024/02/6.4.1_INTERNAL_STATUTORY-AUDIT_2022-23.pdf
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)

1.99

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

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

Sahrdaya College of Advanced Studies has exemplified institutional strategies for fund mobilization and optimal resource utilization, marking its commitment to academic excellence. The institution employs a multifaceted approach to secure financial resources, balancing the acquisition of funds with judicious resource allocation.

Fund mobilization at Sahrdaya involves engaging with diverse stakeholders, including alumni and PTA. Sponsorship from well wishers, Rental income from Repographic Center, Canteen, Agricultural Income and assistance from IDET constitute the sources of fund apart from fees from students.

In terms of resource utilization, Sahrdaya demonstrates a meticulous approach. Internal processes involve regular internal and external audits to maintain transparency and accountability. The institution's Accounts Department conducts primary audits, which are subsequently validated by the Finance Officer and Executive Director. Additionally, the central office of Irinjalakuda Diocesan Educational Trust (IDET) scrutinizes financial data, providing an extra layer of oversight.

These strategies enable Sahrdaya to optimize available resources effectively. The institution aligns its financial goals with its educational mission, ensuring that funds are allocated to critical areas such as faculty development, infrastructure enhancement, and student support. The focus on strategic fund mobilization and resource allocation has propelled Sahrdaya College of Advanced Studies towards sustained growth and academic excellence.

File Description	Documents
Paste link for additional information	https://sahridayacas.ac.in/wp-content/uploads/2024/02/6.4.3_ADDITIONAL_INFO_2022_23.pdf
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

Sahridaya College of Advanced Studies places a paramount emphasis on continuous enhancement in its teaching-learning process, operational methodologies, and learning outcomes. The institution diligently conducts periodic reviews through its Internal Quality Assurance Cell (IQAC), adhering to established norms.

The previous accreditation report had mentioned the need for starting action research projects in villages of the adjoining districts to act as an agent of change and that the institution should have mechanism for collecting feedback from stake holders and that the follow-up action taken needs to be closely monitored by IQAC.

Accordingly in the assessment year 2022-23, IQAC had initiated the college to register for Unnath Bharath Abhiyan a flagship programme of the Ministry of Education, Govt of India through which we plan to adopt 5 villages in and around our institution thereby participating actively in community thereby initiating developmental projects beneficial that will help us act as change agent.

During the year 2022-23, we had also collected feedback from various stakeholders like Students, Faculty, Alumni and Employer. And as per the recommendation by the NAAC Peer Team, the feedback were analysed and necessary action were initiated. Apart from the feedback on curriculum and Student satisfaction survey, the institution had also conducted 360 degree appraisal of Faculty through Self Appraisal, Peer Review, Review by the HOD and Management and Student feedback. Also, this year through the recommendation of IQAC the institution also initiated Employee Satisfaction Survey to understand the satisfaction level of the faculty members.

File Description	Documents
Paste link for additional information	https://sahridayacas.ac.in/minutes-and-action-taken-report-of-iqac/
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 ensures the institution's adherence to quality benchmarks. Through systematic evaluations, Sahridaya College identifies areas for improvement and implements strategic measures. The process involves a meticulous examination of teaching methodologies, operational structures, and overall learning outcomes. These reviews are not merely routine but are geared towards fostering incremental improvements.

During the year 2022-23, IQAC had initiated the following measures to review the teaching- learning process namely:

- Monthly checking of Course file which is a comprehensive document registering the details of all the teaching learning practices adopted by the institution.
- Evaluation of the Internal exams and Course wise result analysis and recommended that the Remedial classes be conducted to weak learners.
- Collected and analysed feedback from all stakeholders and recommended action to be initiated for implementation in the next academic year.
- To initiate the implementation of Outcome based education, faculty members were provided with hands on training on OBE through Faculty Development Programme.
- Engaged in department planning of yearly activities through Year plan presentation thereby recommending the type of programmes to be planned and implemented aligning it with the Programme Outcomes.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	B. Any 3 of the above
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File Description	Documents
Paste web link of Annual reports of Institution	https://sahridayacas.ac.in/annual-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's Women Development Cell (WDC) proactively conducts workshops, seminars, and webinars on gender equality and sensitization, featuring qualified resource persons. Additionally, students receive classes addressing gender equity and fostering healthy relationships with the opposite gender. The WDC extends its impact beyond campus through outreach activities aimed at empowering women in the larger society.

Ensuring the safety of female students is a top priority, with surveillance cameras installed on campus and dedicated security officers offering supervision and assistance. To regulate student departures, individuals leaving before closing hours must obtain permission from the Principal, who issues gate passes, and security guards ensure compliance.

Class attendance is meticulously tracked through the Learning Management System, Linways, with absences promptly communicated to parents. The institution prioritizes health, providing separate sick

rooms for boys and girls, staffed by a qualified nurse. Hygienic conditions are maintained through well-equipped restrooms, including a girls' restroom with a sanitary napkin vending machine.

The institution provides self-defense classes, counseling services, a mentor-mentee Gurukula system, and a hygienic canteen for student well-being. Common/retiring rooms are also available for ladies. These measures reflect the institution's commitment to holistic student development.

File Description	Documents
Annual gender sensitization action plan	https://sahridayacas.ac.in/wp-content/uploads/2024/02/GENDER_SENSITIZATION_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://sahridayacas.ac.in/wp-content/uploads/2024/02/7.1.1_SPECIAL-FACILITIES_22_23.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	View File

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

The institution effectively manages its waste by segregating and disposing of bio-degradable, non-biodegradable, and electronic waste. Here are the measures in place:

1. Biogas Plant: Waste from the college canteen is directed to a 10 cubic meter fixed dome biogas plant. The bio-slurry produced serves

as plant manure while the generated biogas replaces approximately 140 kg of LPG monthly, offering a renewable energy source. Additionally, the bio waste acts as a natural insecticide, eliminating the need for toxic pesticides.

2. Incinerator: Waste like paper and sanitary napkins undergo incineration. The ash residue, combined with cow dung, is repurposed as plant fertilizer.

3. Sewage Treatment Plant: A sewage treatment facility is in place to process wastewater from toilets and laboratories. Treated water irrigates campus greenery.

4. Electronic Waste: A third-party periodically collects electronic waste under an MoU.

5. Laboratory Wastes: Hazardous chemicals and old substances are collected in a dedicated concrete tank to prevent contamination. The tank safely manages hazardous waste without harming the environment.

Additionally, daily cleaning and sanitization of toilets are conducted by staff, with waste bins strategically placed across the institution for efficient waste collection and disposal.

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

A. Any 4 or all 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 greening the campus are as follows:

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

A. Any 4 or All of the above

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

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

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

A. Any 4 or all of the above

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

A. Any 4 or all of the above

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	No File Uploaded
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 institution is dedicated to fostering an inclusive environment, promoting tolerance and harmony across cultural, regional, linguistic, communal, and socio-economic diversities. It actively encourages students to engage in various programs at the college, inter-college, university, and governmental or non-governmental levels to sensitize them to these diversities. Festivals like Onam, Christmas, and Keralapiravi, as well as national celebrations like Independence Day and Republic Day, are observed to instill a sense of solidarity and promote communal harmony. The institution prioritizes sportsmanship and unity through organized sports events and yoga sessions for a healthy and stress-free atmosphere.

Departments conduct seminars, workshops, and outreach programs to raise awareness about entrepreneurship, life skills, and career counseling, particularly aimed at socially or economically disadvantaged students. Freeships, scholarships, and welfare schemes are provided to ensure equal educational opportunities for students from various socio-economic backgrounds. The institution actively engages with the local community and empowers students to play a leading role in community service, fostering confidence and values essential for socio-economic inclusivity.

The institution promotes inclusivity and tolerance through its dress code, assemblies in different languages, and religious readings. Students with diverse backgrounds interact and build strong bonds based on tolerance and harmony, treating everyone equally.

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

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

The institution conducts various initiatives like awareness campaigns, orientation programs, and workshops to sensitize future leaders to uphold human values and constitutional obligations. Ethical values, civic rights and duties, and responsibilities of citizens are among the topics included in activities. The institution strives to increase awareness and promote appropriate practices among students through Value Education classes.

The Department of Human Excellence plays a pivotal role in organizing awareness programmes along with the NSS Unit and NCC apart from other teaching departments around the year. The purpose of these programmes is to ensure that the students are aware and up to date with the changes that happen around them. It also helps confirm that the students know about their rights, duties and responsibilities. Programmes like Road Safety Awareness, Cyber Security Awareness, Ethical Hacking, Environmental Awareness and so on help not only creating an awareness regarding constitutional obligations but also helps in sustainability. The institution establishes policies that reflect core values envisaged in the vision and mission of the institution. The institution encourages participation of students in sports, games, NCC and NSS at national level to strengthen nationwide bond and relation.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://sahridayacas.ac.in/wp-content/uploads/2024/02/7_1_9_DETAILS_OF_-ACTIVITIES.pdf
Any other relevant information	https://sahridayacas.ac.in/wp-content/uploads/2024/02/7_1_9_ANYOTHER_22_23.pdf

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

A. All of the above

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

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

Sahridaya College of Advanced Studies is dedicated to fostering ethical values among both students and faculty members. To promote this commitment, the college actively participates in and acknowledges various national festivals and commemorative days, including Independence Day, Gandhi Jayanti, Teachers Day, World Environment Day, International Day against Drug Abuse and Illicit Trafficking, Yoga Day, and more. The institution adopts a pluralist approach towards religious functions, facilitating a deeper understanding of national unity and individual roles. Celebrations occur at both departmental and institutional levels, with a focus on

days of national significance and local festivals to instill cultural integrity.

Educational institutions celebrate events like Independence Day, Republic Day, Women's Day, etc., by hoisting the national flag, inviting speakers, and recognizing teachers. Departments also observe discipline-specific days such as Mental Health Day, National Mathematics Day, Ozone Day, and Environment Day to raise awareness among students.

Yoga Day highlights yoga's impact. Ramanujan Day honors mathematicians. Ozone and Energy Conservation Days promote environmental awareness. Hindi Day pays tribute to the national language and Reading Week promotes reading. Our institution values these celebrations and actively engages in them.

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

7.2 - Best Practices

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

Best Practice 1 - SAPTHASADASSU

Objectives:

Nurture artistic talents, foster interest in Indian culture, encourage cooperation, and preserve classical art forms.

Practice:

SCAS offers arts programs in visual, music, literary, and performance arts. Specialized trainers, practice rooms, and financial aid support participation in university arts fests.

Evidence of Success:

The college excels in university arts festivals and off-campus

competitions.

Problems Encountered and Resources required:

Time constraints pose challenges. Additional resources or streamlined schedules are needed to maximize artistic activities.

Best Practice 2 - SAHRDAYAM

Objectives:

Encourage community involvement, cultivate joyful volunteering and social action, and foster student development through community collaboration.

Context:

SCAS being a rural institution addresses local needs for financial, educational, medical aid, and skill development. Sahridayam empowers students to organize affordable support programs, fostering sensitivity towards the underprivileged.

Practice:

SCAS students collaborate with Kodakara Panchayath for various social service activities, including meals for mentally disabled women, blood donation camps, environmental awareness initiatives, and career guidance. These showcase the institution's commitment to the community.

Evidence of Success:

Departments like Human Excellence, NSS, and NCC excel in community-oriented programs. Students actively participate in social outreach, demonstrating empathy. The Nature Club leads environmental initiatives with widespread support. Annual evaluations align with the college's mission.

Problems encountered and Resources required:

Financial constraints impede the project's full potential, despite support from staff, students, alumni, and well-wishers. Solutions include public-private partnerships or establishing a dedicated fund. Academic schedules and increased extracurricular activities challenge project management, necessitating efficient time utilization.

File Description	Documents
Best practices in the Institutional website	https://sahridayacas.ac.in/best-practices-2/
Any other relevant information	https://sahridayacas.ac.in/wp-content/uploads/2024/02/7_2_1_BESTPRACTICIES_22_23.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

SAHRPRATHAM encapsulates the unique essence cultivated in each graduate of Sahridaya College of Advanced Studies, constituting a comprehensive program that molds resilient leaders with celestial qualities ('SAHR') propelling them to be pioneers ('PRATHAM') in their fields. This holistic process nurtures intellectually enlightened, socially altruistic, emotionally mature, and morally upright citizens.

The institution stands out in Kerala, offering 16 Undergraduate and 6 Postgraduate Programs, including National and International Professional Programs. With over 2000 students from diverse districts, Sahridaya emphasizes intellectual confidence through Value-added programs, Certificate Courses, and capacity-building initiatives such as Communicative and Soft Skills training.

Collaborating with the International Club Toastmasters, the college refines rhetoric and speaking capabilities. Students engage in practicum through clubs like NSS, NCC, and seminars, receiving a national daily and participating in monthly quizzes. Global Standards, Value-based Education, Interdisciplinary Research, and Sustainable Development are the institution's core focus.

Sahridaya fosters self-reliance through MoUs with reputed institutions, bridging the industry-university gap, promoting research activities, critical thinking, and knowledge generation. Sahridaya empowers students for personal and professional excellence on all levels. It provides scholarships to the deprived, promoting sustainability and community outreach. Guided by Mulya Pravah 2.0, Sahridayans uphold human values and professional ethics. SAHRPRATHAM epitomizes holistic development to enable individuals to excel in all aspects of life and contribute to society.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

SAHRPRATHAM, the distinctive program of Sahrdaya College of Advanced Studies, aims to enhance student engagement through the following initiatives:

- 1) DEEKSHARAMBH: A Student Induction Programme bridging the transition from school to college, instilling awareness of the code of conduct.
- 2) Certification Programs: Upholding the Indian Knowledge System, the institution plans to offer certification programs in IKS to all students from 2023-24.
- 3) Mentor-Mentee System (Gurukula): Strengthened with dedicated monthly sessions, enhancing support beyond planned meetings.
- 4) Placement Drive: Addressing youth unemployment through organized placement opportunities.
- 5) Community Outreach: Targeting underprivileged communities to reduce inequalities and enrich students' experiences.
- 6) Extension Programs: Involving students in disseminating knowledge to schools and local bodies for societal impact.
- 7) Research and Development: Strengthening the R&D Cell, encouraging paper presentations, and publications for qualitative initiatives.
- 8) Seminars and Conferences: Hosting national and international events to foster knowledge exchange and enlightenment.
- 9) Accreditation: Pursuing KIRF, NIRF, AICTE, and SAAC rankings for elevated qualitative standards.
- 10) Program Diversification: Introducing new courses aligned with employment sector demands for enhanced access to higher education.
- 11) Startup Ecosystem: Empowering innovation through the Entrepreneurship Development Club, Institution's Innovation Council,

and Incubation Centre, fostering a link between academia and industry.