



# SREE KRISHNA COLLEGE, GURUVAYUR

A Govt. Aided College, Affiliated to University of Calicut & Managed by Guruvayur Devaswom  
Established in 1964 | P.O. Ariyannur – 680102, Thrissur Dt, Kerala State | Phone: 04885-235027  
Web: [sreekrishnacollege.ac.in](http://sreekrishnacollege.ac.in) E. mail: [sreekrishnacollegeguruvayur@yahoo.co.in](mailto:sreekrishnacollegeguruvayur@yahoo.co.in)

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## Certification

An academic institution's efficacy and efficiency are assessed through the Academic and Administrative Audit (AAA) procedure. Regular reviews of the departments' and the institution's academic programs are conducted by the college through AAA. Peers from within and outside the institution do a site inspection and a self-evaluation as part of the peer review process. The objective of AAA is to examine and assess the administrative and academic procedures of the organization. It makes it possible for the institute to raise the standard of the institution overall. It guarantees that the institution's procedures, facilities, infrastructure, and systems are all used appropriately and effectively. The institution's advantages, disadvantages, opportunities, and difficulties are all shown by AAA. Our college has conducted an Academic and Administrative Audit for the year **2022-23** and **2023-24** academic years.

The supporting documents provided for this metric are true to the best of my knowledge.



Principal

**Dr. Vijoy. P. S.**  
Principal Sree Krishna College  
Guruvayur

**ACADEMIC AND ADMINISTRATIVE AUDIT (AAA)**<https://sreekrishnacollege.ac.in/IQAC/administrative-audit>**PART I: GENERAL INFORMATION (2022-23)**

<b>1.Name of the Institution</b>	<b>SREE KRISHNA COLLEGE GURUVAYUR</b>
Name of the Head of the institution	Dr. Vijoy P S
Designation	<b>PRINCIPAL IN CHARGE</b>
Does the institution function from its own campus?	<b>Yes</b>
Phone no./Alternate phone no.	<b>04885235013</b>
Mobile no	9447285327
Registered e-mail	<b>sreekrishnacollegeguruvayur@yahoo.co.in</b>
Alternate e-mail	<b>iqacskcgvr18@gmail.com</b>
Address	Sree Krishna College, Ariyannur P.O., Guruvayur
City/Town	<b>THRISSUR</b>
State/UT	<b>KERALA</b>
Pin Code	<b>680102</b>
<b>2.Institutional status</b>	
Affiliated /Constituent	<b>Affiliated</b>
Type of Institution	<b>Co-education</b>
Location	<b>Rural</b>

Financial Status	UGC 2f and 12(B)
Name of the Affiliating University	<b>University of Calicut</b>
Name of the IQAC Coordinator	Dr.Geetha K
Phone No.	9744956346
Alternate phone No.	9744956346
Mobile	9744956346
IQAC e-mail address	<b>iqacskcgyr18@gmail.com</b>
Alternate Email address	vijoyps@gmail.com

**3.Website address (Web link of the AQAR  
(Previous Academic Year)**

**Whether Academic Calendar prepared :                      Yes**  
**during the year?**

**if yes, whether it is uploaded in the  
Institutional website Web link:**

**4.Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>B++</b>	<b>2.81</b>	<b>2005</b>	<b>28/02/2005</b>	<b>27/02/2010</b>
<b>Cycle 2</b>	<b>A</b>	<b>3.02</b>	<b>2017</b>	<b>27/11/2017</b>	<b>26/11/2022</b>

**5. Date of Establishment of IQAC**

01/06/2012

**6. Number of departments**

13

## 7. Programmes Offered

Name of Department	Sanctioned strength
BA Sanskrit Language & Literature	20
BA English Language & Literature	35
B A Malayalam Language & Literature	20
BA Economics	60
BA History	40
BA Functional English (Self Financing )	24
BScMathematics	30
BSc Physics	35
BSc Chemistry	27
BSc. Biochemistry	20
BSc Botany	27
BSc Zoology	27
B.Com Commerce	60
MSc Botany	10
MScPhysics	8
M.Com	10
MA Malayalam Language& Literature	12
MA Sanskrit General	15
MA Business Economics	15

### REASERCH DEPARTMENTS:

**PhD Botany, PhD Physics**

**PART II: CRITERIA WISE ASSESSMENT**

**CRITERIA I: Curricular Aspects**

<b>Sl No.</b>	<b>Item</b>	<b>HEIs Input</b>	<b>Auditors Assessment</b>
1.1	The Department ensures effective curriculum delivery through a well-planned and documented process	Yes	Verified
1.2	The Department adheres to the academic calendar including for the conduct of CIE	Yes	Verified
1.3	Teachers of the Department participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years  1. Academic council/BoS of Affiliating university 2. Setting of question papers for UG/PG programs 3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses 4. Assessment /evaluation process of the affiliating University	7  14  15  YES	Verified
1.4	Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented	100	Verified
1.5	Number of Add on /Certificate programs offered	11	Verified
1.6	Average percentage of students enrolled in Add-on/Certificate programs as against the total number of students	88%	Verified
1.7	Department integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	Yes	Verified

1.8	Number of courses that include experiential learning through project work/field work a) Internship. b) project work	2 18	Verified
1.9	Percentage of students undertaking project work/field work / internship	93	Verified
1.10	Department obtains feedback on the syllabus and its transaction at the Department from the following stakeholders  1) Students  2) Teachers 3) Employers 4) Alumni	Yes	Verified
1.11	Feedback process of the Department is as follows: Feedback collected, analysed and action taken and feedback available on website	Yes	Verified

### Qualitative Assessment and Suggestions

- Course Outcome shall be clearly set for every value added/certificate courses
- Feedback about curriculum from the stake holders shall be communicated to University/Board of Studies

### Criteria II: Teaching-Learning and Evaluation

Sl No.	Item	HEIs Input	Auditors Assessment
2.1	Average Enrolment percentage	81 %	Verified
2.2	Average percentage of reserved category students	28 %	Verified
2.3	The Department assesses the learning levels of the students and organises special Programmes for advanced learners and slow learners	Yes	Verified

2.4	Student- Full time teacher ratio	20:3	Verified
2.5	Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experience	Yes	Verified
2.6	Teachers use ICT enabled tools for effective teaching-learning process.	Yes	Verified
2.7	Ratio of mentor to students for academic and other related issues	1:20	Verified
2.8	Average percentage of full time teachers against sanctioned posts	81%	Verified
2.9	Average teaching experience of full time teachers	7 years	Verified
2.10	Mechanism of internal assessment is transparent and robust in terms of frequency and mode	Yes	Verified
2.11	Mechanism to deal with internal/external examination related grievances is transparent, time-bound and efficient	Yes	Verified
2.12	Programme and course outcomes for all Programmes offered by the Department are stated and displayed on website and communicated to teachers and students.	Yes	Verified
2.13	Attainment of programme outcomes and course outcomes are evaluated by the Department	Yes	Verified
2.14	Average pass percentage of Students	81.62	Verified

### Qualitative Assessment and Suggestions

- The strategy for the assessment of course outcome and programme outcome need to be specified. Faculty members shall be given proper orientation about CO, PO, PSO and their assessment.
- Programmes are being conducted for slow and advanced learners. But the strategy for identifying the slow and advanced learners needs some modification.

### Criteria 3: Research, Innovation and Extension

Sl No.	Item	HEIs Input	Auditors Assessment
3.1	Grants received from Government and non-governmental agencies for research projects	1	Verified
3.2	Percentage of teachers recognized as research guides	20 %	Verified
3.3	Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship	22	Verified
3.4	Students of the department are involved in activities related to innovation and creativity	Yes	Verified
3.5	Number of Ph.Ds registered	7	Verified
3.6	Number of research papers per teachers in the Journals notified on UGC website	10	Verified
3.7	Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings	5	Verified
3.8	Number of extension activities conducted	38	Verified
3.9	The extension activities were beneficial to the society	Yes	Verified
3.10	No. of awards received for extension activities	20	Verified



3.11	Number of MoU or collaborations with other Departments	18	Verified
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### Qualitative Assessment and Suggestions

- Departments shall take initiative for outreach/extension activities which are related to the syllabus and in turn beneficial for student community also
- Special incentives shall be given for teachers who present papers in international seminars

### Criteria 4: Infrastructure and Learning Resources

Sl No.	Item	HEIs Input	Auditors Assessment
4.1	The Department has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.	Yes	Verified
4.2	Number of classrooms and seminar halls with ICT- enabled facilities	10	Verified
4.3	There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.	Yes	Verified

### Qualitative Assessment and Suggestions

- There should be a system for maintenance of infrastructure
- There should also be a D-space (Digital space) in the library website, where the study materials, question papers, tutorial videos can be uploaded and students can access from their houses

### Criteria 5: Student Support and Progression

<b>Sl No.</b>	<b>Item</b>	<b>HEIs Input</b>	<b>Auditors Assessment</b>
5.1	Average percentage of students benefited by scholarships provided by government/management	89%	Verified
5.2	Capacity building and skills enhancement initiatives are taken by the department	Yes	Verified
5.3	Number of career guidance programmes or coaching for competitive exams conducted	6	Verified
5.4	The Department has a transparent mechanism for timely redressal of student grievances	Yes	Verified
5.5	Average percentage of placement of outgoing students	12%	Verified
5.6	Average percentage of students progressing to higher education	26 %	Verified
5.7	Average percentage of students qualifying in state/national/ international level examinations	5%	Verified
5.8	Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level	21	Verified
5.9	Students are actively participating in co-curricular and extracurricular activities	Yes	Verified
5.10	Department Alumni meetings are conducted regularly and Alumni contribute either financially/non financially	Yes	Verified

### Qualitative Assessment and Suggestions

- The Coaching for competitive examinations shall be enhanced
- Placement drives should be conducted for students

### Criteria 6: Governance, Leadership and Management

Sl No.	Item	HEIs Input	Auditors Assessment
6.1	The functioning of the departmental bodies is effective and efficient as reflected from the activities	Yes	Verified
6.2	Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies	0	Verified
6.3	Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)	20	Verified
6.4	The performance based self appraisal system functions properly	Yes	Verified

### Assessment and Suggestions

The institution should have a strategic development plan and the same should be

Published in the website

- The service rules for teaching and non-teaching staff should be prepared and published in the website
- Based on the annual self-appraisal of teachers and the student evaluation, award may be given to best teachers
- At least one programme for administrative staff should be conducted in a year

#### Criteria 7: Institutional Values and Best Practices

Sl. No.	Item	HEIs Input	Auditors Assessment
7.1	Department conduct activities on gender equity environmental awareness	15	Verified
7.2	Department conduct activities in connection with day observations	9	Verified
7.3	Best practice of the college	3	Verified

#### Qualitative Assessment and Suggestions

- There should be measures to prepare a data base of the flora and fauna in the campus

#### PART IV: GENERAL SUGGESTIONS TO GOVERNING BODY

- Seed money for research of teachers shall be given
- Separate financial documents (Audited So E, Balance Sheet) for the college management
- The following heads should be separately shown
  - Grants received from Non-governmental bodies
  - Infrastructure Augmentation (Physical & Academic)
  - Infrastructure Maintenance (a. Maintenance of Academic facilities, b. Maintenance of Physical Facilities)

Verified and found correct:

External Auditor: ROY K B  
ASSISTANT PROFESSOR  
DEPARTMENT OF CHEMISTRY  
Sree Neelakanta Govt. Sanskrit College  
PATTAMBI - 679 306



*[Signature]*  
PRINCIPAL  
SREEKRISHNA COLLEGE  
GURUVAYOOR

Internal Auditor: *[Signature]*  
Capt. RAJESH MADHAVAN  
Assistant Professor  
Dept. of Physical Education  
SREE KRISHNA COLLEGE,  
Guruvayur



## ACADEMIC AND ADMINISTRATIVE AUDIT (AAA)

<https://sreekrishnacollege.ac.in/IQAC/administrative-audit>

### PART I: GENERAL INFORMATION (2023-24)

<b>1.Name of the Institution</b>	<b>SREE KRISHNA COLLEGE GURUVAYUR</b>
Name of the Head of the institution	<b>DR. VIJOY P. S.</b>
Designation	<b>PRINCIPAL IN CHARGE</b>
Does the institution function from its own campus?	<b>Yes</b>
Phone no./Alternate phone no.	<b>04885235013</b>
Mobile no	<b>09447285327</b>
Registered e-mail	<b>sreekrishnacollegeguruvayur@yahoo.co.in</b>
Alternate e-mail	<b>iqacskegvr18@gmail.com</b>
Address	<b>ARIYANNUR ( P. O)</b>
City/Town	<b>THRISSUR</b>
State/UT	<b>KERALA</b>
Pin Code	<b>680102</b>
<b>2.Institutional status</b>	
Affiliated /Constituent	<b>Affiliated</b>
Type of Institution	<b>Co-education</b>
Location	<b>Rural</b>

Financial Status	<b>Grants-in aid</b>
Name of the Affiliating University	<b>University of Calicut</b>
Name of the IQAC Coordinator	<b>Dr. Sreeja V. N.</b>
Phone No.	<b>048885235013</b>
Alternate phone No.	<b>04885235027</b>
Mobile	<b>09495100391</b>
IQAC e-mail address	<b>iqacskcgvr18@gmail.com</b>
Alternate Email address	<b>drsreejavn@gmail.com</b>

**3. Website address (Web link of the AQAR  
(Previous Academic Year)**

**Whether Academic Calendar prepared : Yes**  
**during the year?**

**if yes, whether it is uploaded in the  
Institutional website Web link:**

**4. Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>B++</b>	<b>2.81</b>	<b>2005</b>	<b>28/02/2005</b>	<b>27/02/2010</b>
<b>Cycle 2</b>	<b>A</b>	<b>3.02</b>	<b>2017</b>	<b>27/11/2017</b>	<b>26/11/2022</b>

**5. Date of Establishment of IQAC**

01/06/2012

**6. Number of departments**

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## 7. Programmes Offered

Name of Department	Sanctioned strength
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BA English Language & Literature	35
B A Malayalam Language & Literature	20
BA Economics	60
BA History	40
BA Functional English (Self Financing )	24
BScMathematics	30
BSc Physics	35
BSc Chemistry	27
BSc. Biochemistry	20
BSc Botany	27
BSc Zoology	27
B.Com Commerce	60
MSc Botany	10
MScPhysics	8
M.Com	10
MA Malayalam Language& Literature	12
MA Sanskrit General	15
MA Business Economics	15

### REASERCH DEPARTMENTS:

**PhD Botany, PhD Physics**

**PART II: CRITERIA WISE ASSESSMENT**

**CRITERIA I: Curricular Aspects**

<b>Sl No.</b>	<b>Item</b>	<b>HEIs Input</b>	<b>Auditors Assessment</b>
1.1	The Department ensures effective curriculum delivery through a well-planned and documented process	Yes	Verified
1.2	The Department adheres to the academic calendar including for the conduct of CIE	Yes	Verified
1.3	Teachers of the Department participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years  <ol style="list-style-type: none"> <li>1. Academic council/BoS of Affiliating university</li> <li>2. Setting of question papers for UG/PG programs</li> <li>3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses</li> <li>4. Assessment /evaluation process of the affiliating University</li> </ol>	7  14  66  Yes	Verified
1.4	Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented	100	Verified
1.5	Number of Add on /Certificate programs offered	15	Verified
1.6	Average percentage of students enrolled in Add-on/Certificate programs as against the total number of students	89%	Verified
1.7	Department integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	Yes	Verified



1.8	Number of courses that include experiential learning through project work/field work a) Internship. b) project work	2 13	Verified
1.9	Percentage of students undertaking project work/field work / internship	79	Verified
1.10	Department obtains feedback on the syllabus and its transaction at the Department from the following stakeholders  1) Students 2) Teachers 3)Employers 4)Alumni	Yes	Verified
1.11	Feedback process of the Department is as follows: Feedback collected, analysed and action taken and feedback available on website	Yes	Verified

### Qualitative Assessment and Suggestions

- Course Outcome shall be clearly set for every value added/certificate courses
- Feedback about curriculum from the stake holders shall be communicated to University/Board of Studies

### Criteria II: Teaching-Learning and Evaluation

Sl No.	Item	HEIs Input	Auditors Assessment
2.1	Average Enrolment percentage	81%	Verified
2.2	Average percentage of reserved category students	46%	Verified
2.3	The Department assesses the learning levels of the students and organises special Programmes for advanced learners and slow learners	Yes	Verified
2.4	Student- Full time teacher ratio	20:3	Verified
2.5	Student centric methods, such as experiential learning, participative learning and problem solving	Yes	Verified

	methodologies are used for enhancing learning experience		
2.6	Teachers use ICT enabled tools for effective teaching-learning process.	Yes	Verified
2.7	Ratio of mentor to students for academic and other related issues	1:20	Verified
2.8	Average percentage of full time teachers against sanctioned posts	90	Verified
2.9	Average teaching experience of full time teachers	7 years	Verified
2.10	Mechanism of internal assessment is transparent and robust in terms of frequency and mode	Yes	Verified
2.11	Mechanism to deal with internal/external examination related grievances is transparent, time-bound and efficient	Yes	Verified
2.12	Programme and course outcomes for all Programmes offered by the Department are stated and displayed on website and communicated to teachers and students.	Yes	Verified
2.13	Attainment of programme outcomes and course outcomes are evaluated by the Department	Yes	Verified
2.14	Average pass percentage of Students	72.35	Verified

### **Qualitative Assessment and Suggestions**

- The strategy for the assessment of course outcome and programme outcome need to be specified. Faculty members shall be given proper orientation about CO, PO, PSO and their assessment.
- Programmes are being conducted for slow and advanced learners. But the strategy for identifying the slow and advanced learners needs some modification.

### Criteria 3: Research, Innovation and Extension

Sl No.	Item	HEIs Input	Auditors Assessment
3.1	Grants received from Government and non-governmental agencies for research projects	1	Verified
3.2	Percentage of teachers recognized as research guides	10 %	Verified
3.3	Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship	17	Verified
3.4	Students of the department are involved in activities related to innovation and creativity	Yes	Verified
3.5	Number of Ph.Ds registered	12	Verified
3.6	Number of research papers per teachers in the Journals notified on UGC website	20	Verified
3.7	Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings	16	Verified
3.8	Number of extension activities conducted	33	Verified
3.9	The extension activities were beneficial to the society	Yes	Verified
3.10	No. of awards received for extension activities	19	Verified
3.11	Number of MoU or collaborations with other Departments	37	Verified

### Qualitative Assessment and Suggestions

- Departments shall take initiative for outreach/extension activities which are related to the syllabus and in turn beneficial for student community also
- Special incentives shall be given for teachers who present papers in international seminars

### Criteria 4: Infrastructure and Learning Resources

SI No.	Item	HEIs Input	Auditors Assessment
4.1	The Department has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.	Yes	Verified
4.2	Number of classrooms and seminar halls with ICT- enabled facilities	10	Verified
4.3	There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.	Yes	Verified

### Qualitative Assessment and Suggestions

- There should be a system for maintenance of infrastructure
- There should also be a D-space (Digital space) in the library website, where the study materials, question papers, tutorial videos can be uploaded and students can access from their houses

### Criteria 5: Student Support and Progression

SI No.	Item	HEIs Input	Auditors Assessment
5.1	Average percentage of students benefited by scholarships provided by government/management	86.9%	Verified
5.2	Capacity building and skills enhancement initiatives are taken by the department	Yes	Verified
5.3	Number of career guidance programmes or coaching for competitive exams conducted	7	Verified
5.4	The Department has a transparent mechanism for timely redressal of student grievances	Yes	Verified

5.5	Average percentage of placement of outgoing students	31	Verified
5.6	Average percentage of students progressing to higher education	19	Verified
5.7	Average percentage of students qualifying in state/national/ international level examinations	10	Verified
5.8	Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level	9	Verified
5.9	Students are actively participating in co-curricular and extracurricular activities	Yes	Verified
5.10	Department Alumni meetings are conducted regularly and Alumni contribute either financially/non financially	Yes	Verified

### Qualitative Assessment and Suggestions

- The Coaching for competitive examinations shall be enhanced
- Placement drives should be conducted for students

### Criteria 6: Governance, Leadership and Management

Sl No.	Item	HEIs Input	Auditors Assessment
6.1	The functioning of the departmental bodies is effective and efficient as reflected from the activities	Yes	Verified
6.2	Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies	0	Verified
6.3	Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)	29	Verified
6.4	The performance based self appraisal system functions properly	Yes	Verified

### Assessment and Suggestions

- The institution should have a strategic development plan and the same should be

published in the website

- The service rules for teaching and non-teaching staff should be prepared and published in the website
- Based on the annual self-appraisal of teachers and the student evaluation, award may be given to best teachers
- At least one programme for administrative staff should be conducted in a year

#### **Criteria 7: Institutional Values and Best Practices**

<b>Sl. No.</b>	<b>Item</b>	<b>HEIs Input</b>	<b>Auditors Assessment</b>
7.1	Department conduct activities on gender equity/environmental awareness	15	Verified
7.2	Department conduct activities in connection with day observations	9	Verified
7.3	Best practice of the college	3	Verified

#### **Qualitative Assessment and Suggestions**

- There should be measures to prepare a data base of the flora and fauna in the campus

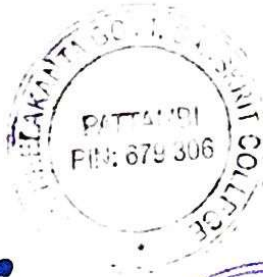
## PARTIV: GENERAL SUGGESTIONS TO GOVERNING BODY

- Seed money for research of teachers shall be given
- Maintain a separate financial documents (Audited So E, Balance Sheet) for the college level audit
- The following heads should be separately shown
  - Enhance Management Scholarships
  - Faculty Welfare Scheme s(Research Grant, Travel Grant, etc)
  - Grants received from Non-governmental bodies
  - Infrastructure Augmentation(Physical & Academic)
  - Infrastructure Maintenance(a. Maintenance of Academic facilities, b. Maintenance of Physical Facilities

Verified and found correct:

External Auditor:

  
**ROY K. B.**  
ASSISTANT PROFESSOR  
DEPARTMENT OF CHEMISTRY  
Sree Moolakanta Govt. Sanskrit College  
PITTAMBI - 679 306



  
PRINCIPAL  
SREEKRISHNA COLLEGE  
GURUVAYOOR

Internal Auditor:

(NAAC  
Coordinator)  
  
**Capt. RAMESH MADHAVAN**  
Assistant Professor  
Dept. of Physical Education  
SREE KRISHNA COLLEGE,  
Guruvayur

