

ANNUAL QUALITY ASSURANCE REPORT (AQAR) 2009-10



GOVERNMENT COLLEGE KOTTAYAM

Submitted to

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

GOVERNMENT COLLEGE KOTTAYAM**ANNUAL QUALITY ASSURANCE REPORT OF THE IQAC 2009-10****PART A****1. Details of the Institution**

1.1 Name of the Institution

Government College Kottayam

1.2 Address Line 1

Nattakom P O

Address Line 2

Kottayam

City/Town

Kottayam

State

Kerala

Pin Code

686013

Institutional e-mail Address

gckottayam@gmail.com

Contact Numbers

0481 2363116

Name of the Head of the Institution

Dr. K. Pankajam

Tel. No. with STD Code

0481 2363116

Mobile Number

0481 2363116

Name of the IQAC Co-ordinator

Dr. K. N. Krishnakumar

Mobile Number

9497822555

IQAC e-mail Address

iqacgck@gmail.com

1.3 NAAC Track ID

1.4 NAAC Executive Committee No. & Date

EC/46/A&A/108, 16/09/2008

1.5 Website Address

<http://gckottayam.in>

Web-link of the AQAR

<http://gckottayam.in/iqac/AQAR-2009-10.pdf>

1.6 Accreditation Details

| <i>Sl. No.</i> | <i>Cycle</i> | <i>Grade</i> | <i>CGPA</i> | <i>Year of Accreditation</i> | <i>Validity Period</i> |
|----------------|--------------|--------------|-------------|------------------------------|------------------------|
| 1 | 1 | B | 2.19 | 2008 | 5 Years |

1.7 Date of Establishment of IQAC

08-01-2009

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

| <i>Year</i> | <i>Date of Submission</i> |
|-------------|---------------------------|
| 2008-09 | 16-01-2015 |

1.9 Institutional Status

University:

State

Central

Deemed

Private

Affiliated College:

Yes

No

Constituent College:

Yes

No

Autonomous college of UGC: Yes

No

Regulatory Agency (AICTE, BCI, MCI, PCI, NCI etc.) Approved Institution:

Yes

No

Type of Institution:

Co-education

Men

Women

Urban

Rural

Tribal

Financial Status:

Grand-in-aid

UGC 2(f)

UGC 12 (B)

Grand-in-aid + Self-financing

Self-financing

1.10 Type of Faculty/Programme

Arts

Science

Commerce

Law

PEI

TEI

Engineering

Health Science

Management

Others (Specify)

1.11 Name of the Affiliating University

Mahatma Gandhi University, Kottayam

1.12 Special status conferred by Central/State Govt/UGC/CSIR/DST/DBT/ICMR etc.

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST

UGC-Innovative PG programmes

UGC-COP

Any Other (Specify)

2 IQAC Composition and Activities

| | | | |
|-----------------------------------------------------------------------|----------------------------------|----------------------|-------------------------------------|
| 2.1 No. of Teachers | <input type="text" value="6"/> | | |
| 2.2 No. of Administrative/Technical staff | <input type="text" value="1"/> | | |
| 2.3 No. of students | <input type="text" value="1"/> | | |
| 2.4 No. of Management Representatives | <input type="text" value="Nil"/> | | |
| 2.5 No. of Alumni | <input type="text" value="1"/> | | |
| 2.6 No. of any other stakeholders and community representatives | | | <input type="text" value="1"/> |
| 2.7 No. of Employers/ Industrialists | <input type="text" value="Nil"/> | | |
| 2.8 No. of other External Experts | <input type="text" value="2"/> | | |
| 2.9 Total No. of members | <input type="text" value="12"/> | | |
| 2.10 No. of IQAC meetings held | <input type="text" value="4"/> | | |
| 2.11 No. of meetings with various stakeholders | <input type="text" value="2"/> | | |
| Faculty | <input type="text" value="2"/> | Non-Teaching Staff | <input type="text" value="Nil"/> |
| Alumni | <input type="text" value="Nil"/> | Others | <input type="text" value="Nil"/> |
| 2.12 Has IQAC received any funding from UGC during the year? | | | |
| Yes | <input type="text"/> | No | <input checked="" type="checkbox"/> |
| If yes, mention the amount | | <input type="text"/> | |
| 2.13 Seminars and Conferences (only quality related) | | | |
| No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC | | | |
| Total | <input type="text" value="-"/> | International | <input type="text"/> |
| | | National | <input type="text"/> |
| State level | <input type="text"/> | Institutional level | <input type="text"/> |

Themes

2.14 Significant Activities and contributions made by IQAC

| |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> • Monitored the implementation of the CBCSS system for UG programmes. • Extended support for the proper conduct of continuous evaluation as part of the CBCSS system. • Extended guidance to all departments in utilizing plan fund and UGC fund. • Steps to improve the teaching and learning process were initiated based on student feedback. |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year

| <i>Plan of Action</i> | <i>Achievements</i> |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> • To implement the CBCSS system for UG programmes • To develop the botanical garden • To strengthen the activities of the department of Physical Education • To coordinate the extension activities of various organisations of the college | <ul style="list-style-type: none"> • CBCSS system was implemented and continuous evaluation was successfully coordinated • Medicinal trees and herbs were planted • New fitness centre was inaugurated. Cricket net was installed and coaching camps were organised • NSS, NCC and PTA organised various activities such as Training camps, blood donation, campus cleaning etc. Students participated in the Republic day parade and TSC at New Delhi |

| | |
|--------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> To expedite the construction of women's hostel | <ul style="list-style-type: none"> The construction of women's hostel is near completion |
|--------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------|

2.16 Whether the AQAR was placed in statutory body

Yes

Management

Syndicate

Any other body

College Council

Provide the details of the action taken

The college council approved the AQAR. The council resolved to monitor the quality improvement measures through meetings and discussions.

PART B

Criterion I

1. Curricular Aspects

1.1 Details about Academic Programmes

| <i>Level of the Programme</i> | <i>Number of existing Programmes</i> | <i>Number of programmes added during the year</i> | <i>Number of self-financing programmes</i> | <i>Number of value added / Career Oriented programmes</i> |
|-------------------------------|--------------------------------------|---------------------------------------------------|--------------------------------------------|-----------------------------------------------------------|
| PhD | 1 | - | - | - |
| PG | 3 | - | - | - |
| UG | 9 | - | - | - |
| PG Diploma | - | - | - | - |
| Advanced Diploma | - | - | - | - |
| Diploma | - | - | - | - |
| Certificate | 2* | - | - | - |
| Others | - | - | - | - |
| Total | 12# | - | - | - |

**Conducted by Continuing Education Cell (Approved by the Government of Kerala)*

Regular UG and PG programmes

| | |
|-------------------|---|
| Interdisciplinary | - |
| Innovative | - |

1.2 Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

- The College offers UG programmes under the Choice Based Credit and Semester System.

- UG Students can choose elective as well as open courses.
- PG Students can choose elective papers in the final year.

Pattern of Programmes

| <i>Pattern</i> | <i>Number of programmes</i> |
|----------------|-----------------------------|
| Semester | 12 |
| Trimester | - |
| Annual | - |

1.3 Feedback from stakeholders (On all aspects)

Alumni Parents

Employers Students

Mode of feedback

Online Manual

Co-operative schools (for PEI)

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects

- CBCSS system was introduced for UG programmes.
- Faculty members of the college participated in curriculum and syllabi preparation programmes of the university.
- Faculty members served as members of Board of Studies of the university.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

Nil

Criterion II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

| <i>Total</i> | <i>Asst. Professors</i> | <i>Associate Professors</i> | <i>Professors</i> | <i>Others</i> |
|--------------|-------------------------|-----------------------------|-------------------|---------------|
| 60 | 34 | 26 | - | - |

2.2 No. of permanent faculty with Ph.D.

16

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

| <i>Asst. Professors</i> | | <i>Associate Professors</i> | | <i>Professors</i> | | <i>Others</i> | | <i>Total</i> | |
|-------------------------|----------|-----------------------------|----------|-------------------|----------|---------------|----------|--------------|----------|
| <i>R</i> | <i>V</i> | <i>R</i> | <i>V</i> | <i>R</i> | <i>V</i> | <i>R</i> | <i>V</i> | <i>R</i> | <i>V</i> |
| * | - | - | - | - | - | 2 | - | - | - |

*Assistant Professors are recruited through the Kerala Public Service Commission and posted at the college by the Department of Collegiate Education, Government of Kerala.

2.4 No. of Guest and Visiting faculty and Temporary faculty

| | | |
|---|---|----|
| 1 | - | 1* |
|---|---|----|

*FIP Substitute Lecturer

2.5 Faculty participation in conferences and symposia:

| <i>No. of Faculty</i> | <i>International level</i> | <i>National level</i> | <i>State level</i> |
|-------------------------|----------------------------|-----------------------|--------------------|
| <i>Attended</i> | - | 5 | 14 |
| <i>Presented</i> | - | 2 | 3 |
| <i>Resource Persons</i> | - | - | 4 |

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- Practice tests were conducted as part of the formative evaluation of the newly introduced CBCSS scheme.
- Remedial classes were conducted to help students to deal with specific academic weaknesses.
- Designed student centred instruction to enhance intrinsic motivation.

2.7 Total No. of actual teaching days during this academic year

158

2.8 Examination/ Evaluation Reforms initiated by the Institution

- Two internal examinations were conducted in each semester in addition to class tests.
- Grade cards were presented in class PTA meetings.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

5

-

14

2.10 Average percentage of attendance of students

84

2.11 Course/Programme wise distribution of pass percentage:

| Title of the Programme | Total no. of students appeared | Division | | | | |
|------------------------|--------------------------------|---------------|-----------|------------|-------------|--------|
| | | Distinction % | I Class % | II Class % | III Class % | Pass % |
| MA Economics | 12 | - | 8 | 16 | 16 | 40 |
| M Sc Geology | 9 | 22 | 66 | - | - | 88 |
| M Sc Physics | 13 | 17 | 61 | - | - | 78 |
| B A Economics | 54 | - | 6 | 22 | 15 | 43 |
| B A Political Science | 24 | - | - | 12 | 45 | 57 |
| B Com | 65 | 6 | 38 | 46 | 10 | 100 |

| | | | | | | |
|------------------|----|----|----|----|----|----|
| B Sc Botany | 19 | - | 10 | 66 | - | 76 |
| B Sc Chemistry | 23 | 13 | 17 | 27 | - | 57 |
| B Sc Geology | 18 | 55 | 39 | - | - | 94 |
| B Sc Mathematics | 18 | 11 | 39 | 11 | 16 | 77 |
| B Sc Physics | 26 | - | 12 | 25 | 16 | 53 |
| B Sc Zoology | 18 | 6 | 61 | 10 | 11 | 88 |

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

- Arranged a workshop for teachers on Credit and Semester System.
- Monitored teaching and learning process through teachers' diary and class logs.
- Evaluated the teaching and learning process by collecting feedback from students.

2.13 Initiatives undertaken towards faculty development

| <i>Faculty / Staff Development Programmes</i> | <i>Number of faculty benefitted</i> |
|------------------------------------------------|-------------------------------------|
| Refresher courses | 4 |
| UGC – Faculty Improvement Programme | 1 |
| HRD programmes | - |
| Orientation programmes | 1 |
| Faculty exchange programme | - |
| Staff training conducted by the university | 2 |
| Staff training conducted by other institutions | 2 |

| | |
|------------------------------------------|---|
| Summer / Winter schools, Workshops, etc. | 1 |
| Others | 3 |

2.14 Details of Administrative and Technical staff

| <i>Category</i> | <i>Number of Permanent Employees</i> | <i>Number of Vacant Positions</i> | <i>Number of permanent positions filled during the Year</i> | <i>Number of positions filled temporarily</i> |
|-----------------------------|--------------------------------------|-----------------------------------|-------------------------------------------------------------|-----------------------------------------------|
| <i>Administrative Staff</i> | 14 | - | - | - |
| <i>Technical Staff</i> | 6 | - | - | - |

Criterion III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- IQAC supervised the research and extension activities of the college.
- Motivated faculty members to present their research finding in national conferences.
- Faculty members were deputed under FIP programme of UGC for obtaining Ph D degree.

3.2 Details regarding major projects

| | <i>Completed</i> | <i>On-going</i> | <i>Sanctioned</i> | <i>Submitted</i> |
|----------------------------|------------------|-----------------|-------------------|------------------|
| <i>Number</i> | - | 1* | - | - |
| <i>Outlay in Rs. Lakhs</i> | | | | |

3.3 Details regarding minor projects

| | <i>Completed</i> | <i>On-going</i> | <i>Sanctioned</i> | <i>Submitted</i> |
|----------------------------|------------------|-----------------|-------------------|------------------|
| <i>Number</i> | | 1 | - | - |
| <i>Outlay in Rs. Lakhs</i> | | 0.4 | | |

3.4 Details on research publications

| | <i>International</i> | <i>National</i> | <i>Others</i> |
|---------------------------------|----------------------|-----------------|---------------|
| <i>Peer Review Journals</i> | 6 | 8 | - |
| <i>Non-Peer Review Journals</i> | - | - | - |
| <i>e-Journals</i> | - | - | - |
| <i>Conference proceedings</i> | 2 | - | - |

3.5 Details on Impact factor of publications:

Impact factor range Impact factor average

H Index Numbers in Scopus

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

| <i>Nature of the Project</i> | <i>Duration Year</i> | <i>Name of the funding Agency</i> | <i>Total grant Sanctioned (Rs)</i> | <i>Received</i> |
|--------------------------------------------------------------------------------|----------------------|-----------------------------------|------------------------------------|-----------------|
| Major projects | | | | |
| Minor Projects | 2007-10 | UGC | 40000 | |
| Interdisciplinary Projects | - | | | |
| Industry sponsored | - | | | |
| Projects sponsored by the University/ College | - | | | |
| Students research projects <i>(other than compulsory by the University)</i> | | | | |
| Any other(Specify) | - | | | |
| Total | 2 | | 40000 | |

3.7 No. of books published

With ISBN No. Without ISBN No

Chapters in Edited Books

3.8 No. of University Departments receiving funds from

UGC SAP CAS DST FIST
 DPE DBT Scheme/funds

3.9 For colleges

Autonomy CPE
 DBT Star Scheme INSPIRE
 CE Any Other (Specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

| <i>Level</i> | <i>International</i> | <i>National</i> | <i>State</i> | <i>University</i> | <i>College</i> |
|---------------------|---------------------------------------------------|-----------------|--------------|-------------------|----------------|
| Number | - | 2 | 3 | - | 3 |
| Sponsoring agencies | Director of Collegiate Education, Govt. of Kerala | | | | |

No. of faculty served as experts, chairpersons or resource persons

3.12 No. of collaborations

International National Other

3.13 No. of linkages created during this year

3.14 Total budget for research for current year in lakhs :

Form funding agency
 From Management of University/College
 Total

3.15 No. of patents received this year

| <i>Type of Patent</i> | | <i>Number</i> |
|-----------------------|---------|---------------|
| National | Applied | 2 |
| | Granted | - |

| | | |
|----------------|---------|---|
| International | Applied | - |
| | Granted | - |
| Commercialised | Applied | - |
| | Granted | - |

3.16 No. of research awards/ recognitions received by faculty and research fellows of the institute in the year

| Total | International | National | State | University | District | College |
|-------|---------------|----------|-------|------------|----------|---------|
| - | - | 1 | - | - | - | - |

3.17 No. of faculty from the Institution who are Ph. D. Guides

Students registered under them

3.18 No. of Ph.D. awarded by faculty from the Institution

3.19 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF

SRF

Project fellows

Other

3.20 No. of students Participated in NSS events:

International level

National level

State Level

University Level

3.21 No of students Participated in NCC events:

International level

National level

State Level

University Level

3.22 No. of Awards won in NSS:

International level

National level

State Level

University Level

3.23 No. of Awards won in NCC:

| | | | |
|---------------------|----------------------|------------------|----------------------|
| International level | <input type="text"/> | National level | <input type="text"/> |
| State Level | <input type="text"/> | University Level | <input type="text"/> |

3.24 No. of Extension activities organized

| | | | |
|------------------|--------------------------------|---------------|--------------------------------|
| University Forum | <input type="text" value="-"/> | College Forum | <input type="text" value="4"/> |
| NCC | <input type="text" value="2"/> | NSS | <input type="text" value="4"/> |
| Other | <input type="text" value="3"/> | | |

3.25 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Pencil drawing competition was organised for students on world peace day.
- A rally was organised as part of the observance of national blood donation day.
- Conducted an awareness rally on national energy conservation day.
- Seven day camp organised by NSS at Thalappalam Gramapanchayath

Criterion IV**4. Infrastructure and Learning Resources**

4.1 Details of increase in infrastructure facilities:

| <i>Facilities</i> | <i>Existing</i> | <i>Newly created</i> | <i>Source of Fund</i> | <i>Total</i> |
|----------------------------------------------------------------------------------|-----------------|----------------------|-------------------------|----------------|
| Campus area | 15.27 Acres | - | - | 15.27 Acres |
| Class rooms | 33 | - | - | 33 |
| Laboratories | 8 | - | - | 8 |
| Seminar Halls | 1 | - | - | 1 |
| No. of important equipment purchased (\geq 1-0 lakh) during the current year. | | - | - | |
| Value of the equipment purchased during the year (Rs. in Lakhs) | | 2.1 | Govt. of Kerala and UGC | 2.1 |
| Others | | - | - | |
| a. Auditorium | 1 | | | 1 |
| b. Aquarium | 1 | | | 1 |
| c. Geological Museum | 1 | | | 1 |
| d. Botanical Garden | 1 | | | 1 |
| e. Edusat Virtual class room | 1 | | | 1 |
| f. Co-operative society | 1 | | | 1 |
| g. Canteen | 1 | | | 1 |
| h. Internet centre | 1 | | | 1 |

4.2 Computerization of administration and library

- Office computers are networked through LAN.
- Library is computerised and OPAC is available.

4.3 Library services:

| | <i>Existing</i> | | <i>Newly added</i> | | <i>Total</i> | |
|-------------------------|-----------------|--------------|--------------------|-------------------|--------------|--------------|
| | <i>No.</i> | <i>Value</i> | <i>No.</i> | <i>Value (Rs)</i> | <i>No.</i> | <i>Value</i> |
| <i>Books</i> | 38853 | | 691 | 166813 | 39544 | |
| <i>e-Books</i> | | | | | | |
| <i>Journals</i> | 3 | | 2 | | 5 | |
| <i>e-Journals</i> | | | | | | |
| <i>Digital Database</i> | | | | | | |
| <i>CD & Video</i> | | | | | | |
| <i>Others (specify)</i> | | | | | | |

4.4 Technology up-gradation (overall)

| | <i>Total Computers</i> | <i>Computer Labs</i> | <i>Internet Connection</i> | <i>Browsing Centres</i> | <i>Computer Centres</i> | <i>Office</i> | <i>Departments</i> | <i>Others</i> |
|-----------------|------------------------|----------------------|----------------------------|-------------------------|-------------------------|---------------|--------------------|---------------|
| <i>Existing</i> | 44 | 2 (20 Computers) | 11 | 1 (4 Computers) | - | 8 Computers | 12 Computers | - |
| <i>Added</i> | 4 | | | | | | 4 | |
| <i>Total</i> | 48 | 2 | 11 | 1 | - | 8 | 16 | - |

4.5 Computer, Internet access, training to teachers and students and any other programme for technology up-gradation (Networking, e-Governance etc.)

- All departments and office have computers with internet access.
- Students can access internet at the internet centre.
- Office and library are computerised.

4.6 Amount spent on maintenance in lakhs* :

| | |
|--------------------------------------|----------------------|
| ICT | <input type="text"/> |
| Campus Infrastructure and facilities | <input type="text"/> |
| Equipment | <input type="text"/> |
| Others | <input type="text"/> |
| Total | <input type="text"/> |

**Annual maintenance of the college building is done by the PWD, Govt. of Kerala.*

Criterion V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Handbook containing details of student support services was distributed to students.
- At the beginning of the year a meeting of students was convened and various activities of the college were presented to them.
- First year students were also briefed about NCC and NSS activities.

5.2 Efforts made by the institution for tracking the progression

- IQAC analysed the examination results of all programmes and suggestions were made for improvement.
- Class PTA meetings were conducted to discuss the progress of students.

5.3 Total Number of students

| <i>UG</i> | <i>PG</i> | <i>Ph. D.</i> | <i>Others</i> |
|-----------|-----------|---------------|---------------|
| 786 | 61 | 15 | |

No. of students from outside the state

No. of international students

| <i>Men</i> | | <i>Women</i> | |
|---------------|-------------------|---------------|-------------------|
| <i>Number</i> | <i>percentage</i> | <i>Number</i> | <i>percentage</i> |
| 417 | 48.4 | 445 | 51.6 |

| <i>Last Year</i> | | | | | | <i>This Year</i> | | | | | |
|------------------|----|----|-----|-----------------------|-------|------------------|----|----|-----|-----------------------|-------|
| General | SC | ST | OBC | Physically Challenged | Total | General | SC | ST | OBC | Physically Challenged | Total |
| 506 | 95 | 11 | 237 | 4 | 853 | 483 | 98 | 13 | 265 | 3 | 862 |

Demand ratio

5.8

Dropout ratio

3.9 %

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

- Coaching for NET examination
- Communicative English training programme

No. of students beneficiaries

30

5.5 No. of students qualified in these examinations

NET

2

SET/SLET

GATE

1

CAT

IAS/IPS etc.

State PSC

3

UPSC

3

Other

5.6 Details of student counselling and career guidance

- Career guidance cell conducted career orientation programme for final year students
- Career guidance cell guided students to participate in placement programmes held at nearby institutions

No. of students benefitted

120

5.7 Details of campus placement

| <i>On campus</i> | | | <i>Off Campus</i> |
|---------------------------------|---------------------------------|---------------------------|---------------------------|
| Number of Organizations Visited | Number of Students Participated | Number of Students Placed | Number of Students Placed |
| - | - | - | 4 |

5.8 Details of gender sensitization programmes

- Women's cell functions in the college to examine gender equality matters.
- A one day seminar was conducted for women students on women's day.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in Cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level National level International level

*Cultural:*State/ University level National level International level

5.10 Scholarships and Financial Support

| | <i>Number of Students</i> | <i>Amount</i> |
|-----------------------------------------------------------------------------|---------------------------|---------------|
| <i>Financial support from institution</i> | | |
| <i>Financial support from government</i> | 135 | 3.8 lakhs |
| <i>Financial support from other sources</i> | | |
| <i>Number of students who received International/ National recognitions</i> | \ | |

5.11 Student organised initiatives

*Sports:*State/ University level National level International level *Cultural:*State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed

- No major grievance was reported

Criterion VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Our Vision

Light and Prosperity: The College aims at imparting education that would liberate man from the darkness of ignorance to the light of knowledge, leading to the well-being of all. It represents the desire to give light to those in poverty and illiteracy and inspiration to achieve the highest standards of intellectual and personal development.

Our Mission

Academic Excellence and Social Commitment: Established in the public sector to fulfil the aspirations of common man, our mission is to provide affordable and excellent education to all, especially the socially and economically challenged groups, with the best available resources.

6.2 Does the Institution has a management Information System

No

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

- The UG curriculum and syllabi were reformulated by introducing Choice Based Credit and Semester System (CBCSS) to cope up with the internationally followed curricula and mode of evaluation as per the directions of the university.
- Faculty members actively participated in the design and implementation process of the CBCSS system.
- Workshops were conducted for faculty members to get them familiarised with the new system.

6.3.2 Teaching and Learning

- Practice tests were conducted as part of the formative evaluation of the newly introduced CBCSS scheme.
- Remedial classes were conducted.

- Course hand-outs were distributed to students.
- Students were encouraged to present seminars using new technological aids.

6.3.3 Examination and Evaluation

- Two internal examinations were conducted in each semester.
- Multiple choice tests were conducted for UG students.

6.3.4 Research and Development

- Faculty members presented their research findings in national conferences.
- Faculty members were deputed under FIP programme of UGC for obtaining Ph D degree.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- New equipment, furniture and books were purchased.
- Internet connectivity was made available in all departments.
- Construction of women's hostel neared completion.
- Fitness centre was established.

6.3.6 Human Resource Management

- Faculty members attended orientation and refresher programmes of UGC.
- Principal and administrative staff attended training programmes of the Department of Collegiate Education, Government of Kerala.

6.3.7 Faculty and Staff recruitment

- Assistant Professors are recruited through the Kerala Public Service Commission and posted at the College by the Department of Collegiate Education, Government of Kerala.

- Guest and FIP substitute lecturers are selected based on merit.

6.3.8 Industry Interaction / Collaboration

- Students of B Sc Chemistry completed internships at various industries.
- Industrial and field visits were conducted for Geology and Zoology students.

6.3.9 Admission of Students

- Admission to all programmes is based on the rank list prepared according to university rules.
- All reservation policies of the Government are strictly followed.

6.4 Welfare schemes for

| | |
|---------------------|--------------------------------------------------------------------------|
| <i>Teaching</i> | State life insurance, Group insurance scheme etc. |
| <i>Non-teaching</i> | State life insurance, Group insurance scheme etc. |
| <i>Students</i> | Financial support including scholarships, stipends, lump-sum grants etc. |

6.5 Total corpus fund generated

4.16 lakhs

6.6 Whether annual financial audit has been done

Yes

No

6.7 Whether Academic and Administrative Audit (AAA) has been done?

| <i>Audit Type</i> | <i>External</i> | <i>Internal</i> |
|-------------------|------------------------------------------------------------------------------------|-------------------------|
| | <i>Yes/No Agency</i> | <i>Yes/No Authority</i> |
| Academic | No | Yes, IQAC |
| Administrative | Yes, Dept. of Collegiate Education, Govt. of Kerala and Accountant General, Kerala | No |

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes Yes No

For PG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

NA

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

NA

6.11 Activities and support from the Alumni Association

- College and departmental level alumni meetings were held.
- College arranges meetings and discussions of alumni with teachers and students.

6.12 Activities and support from the Parent – Teacher Association

- College and class PTA meetings were held and progress reports were placed before the PTA.
- PTA takes up maintenance works of student amenities.
- Handbook and calendar was printed and published.

6.13 Development programmes for support staff

- Administrative and technical staff attended training programmes of the Govt. of Kerala.

6.14 Initiatives taken by the institution to make the campus eco-friendly

- NSS observed environmental day and organised campus cleaning programme.
- Trees were planted in the college campus.

Criterion VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- CBCSS system was implemented for all UG programmes.
- Continuous evaluation was implemented as part of CBCSS system.
- Question banks and printed study materials were distributed to students.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

- Construction of women's hostel neared completion.
- State/National level Seminars and workshops were conducted by various departments.
- Methodology courses were offered for first year students.
- NCC, NSS and other clubs organised various extension activities.
- Medicinal trees and herbs were planted in the botanical garden.
- New fitness centre was inaugurated.
- Cricket net was installed and coaching camps were organised.
- Faculty members of the college participated in curriculum and syllabi preparation process of the university.
- Faculty members were selected as members of Board of Studies of the university for various subjects.

7.3 Give two Best Practices of the institution (please see the format in the NAAC Self-study Manuals)

- Continuous evaluation
- Question banks and printed study materials

7.4 Contribution to environmental awareness / protection

- NSS observed environmental day and organised campus cleaning programme.
- Trees were planted in the college campus and steps were taken to conserve trees planted in previous years.

7.5 Whether environmental audit was conducted?

Yes

No

7.6 Any other relevant information the institution wishes to add.

Government College Kottayam is the only arts and science college in Government sector in Kottayam district. The college offers three post graduate programmes and nine undergraduate programmes. The college has one approved research department. The college was accredited by the NAAC with B grade.

The College serves approximately 800 undergraduate students and more than 70 post-graduate students. Majority of the students of the college comes from socially and economically backward sector. The aims and objectives of the college include

- To provide affordable and high quality education to all, especially the socially and economically challenged groups.
- To offer intellectual, cultural, moral, social, emotional, physical and aesthetic training to all students so as to become responsible and successful citizens with self-discipline, integrity, social commitment and democratic values.
- To generate skills and knowledge for achieving the highest standards of personal and professional development.
- To facilitate an environment for promoting values of courtesy, mutual respect and tolerance.
- To promote the spirit of justice and equality of opportunities by encouraging communication of thoughts, opinions and ideas.
- To ensure a solid basis for employment and future studies by practicing innovative teaching-learning methods and research-based learning programmes.

The Principal, members of staff and students are making all efforts in this direction. The College has initiated several projects and submitted proposals to various agencies such as UGC and Kerala Government to achieve these goals.

8. Plans of the Institution for Next Year

- Expansion and modernization of existing infrastructure.
- Conduct national/state level seminars and workshops.
- Broadcast lectures of eminent scholars through the Edusat virtual class room.
- Familiarise various e-learning resources to teachers and students.
- Install UPS in departments and laboratories.
- Ensure internet connectivity in all departments.
- Purchase new equipment, furniture and books.
- Subscribe to e-journals.
- Complete the construction of women's hostel.



Dr. K. N. Krishnakumar
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Dr. P. V. Sasi
Principal