

ANNUAL QUALITY ASSURANCE REPORT (AQAR) 2017-2018



Government College
Kottayam



SUBMITTED TO

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

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. Mathew George
Tel. No. with STD Code	0481 2363116
Mobile Number	9447207591
Name of the IQAC Co-ordinator	Dr. Seno Jose

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Mobile Number

IQAC e-mail Address

1.3 NAAC Track ID

1.4 NAAC Executive Committee No. & Date

1.5 Website Address

Web-link of the AQAR

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1	B	2.19	2008	5 Years
2	2	A	3.05	2016	5 years

1.7 Date of Establishment of IQAC

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

Year	Date of Submission
2016-2017	29-11-2018

1.9 Institutional Status

<i>University:</i>	State	<input style="width: 50px;" type="text"/>	Central	<input style="width: 50px;" type="text"/>
	Deemed	<input style="width: 50px;" type="text"/>	Private	<input style="width: 50px;" type="text"/>
<i>Affiliated College:</i>	Yes	<input checked="" style="width: 50px;" type="checkbox"/>	No	<input style="width: 50px;" type="checkbox"/>
<i>Constituent College:</i>	Yes	<input style="width: 50px;" type="checkbox"/>	No	<input checked="" style="width: 50px;" type="checkbox"/>
<i>Autonomous college of UGC:</i>	Yes	<input style="width: 50px;" type="checkbox"/>	No	<input checked="" style="width: 50px;" type="checkbox"/>

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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

1.11 Name of the Affiliating University

Mahatma Gandhi University, Kottavam

1.1 2 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="8"/>		
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="Nil"/>		
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="13"/>		
2.10 No. of IQAC meetings held	<input type="text" value="5"/>		
2.11 No. of meetings with various stakeholders	<input type="text" value="5"/>		
Faculty	<input type="text" value="4"/>	Non-Teaching Staff	<input type="text" value="1"/>
Alumni	<input type="text" value="0"/>	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	1	International		National	
State level		Institutional level			1

- ICT Enabled Teaching, Learning and Evaluation

2.14 Significant Activities and contributions made by IQAC

- Coordinated “SHASTRAYAN”, a two-day open house exhibition programme, sponsored jointly by RUSA and the Department of Higher Education, Kerala
 - Integrated the activities of various departments, clubs and committees in conducting various academic, co-curricular and extension activities including 10 national seminars, remedial coaching, ICT enabled teaching -earning, peer-group learning, special coaching for advanced learners, etc.
 - Prepared and submitted a DPR to Government of Kerala for the construction of a Library Building under the Centre of Excellence Scheme
 - Prepared and submitted a DPR to Government of Kerala to avail a balance amount of 2.00 crores for the construction of the Administration building constructed utilizing RUSA fund
 - Prepared and submitted a DPR to Government of Kerala for the construction of a Ladies Hostel
 - Prepared and submitted proposal to Government of Kerala, under the Centre of Excellence Scheme, for the strengthening of Common Instrumentation Facility of the College, by purchasing sophisticated instruments
 - Conducted a detailed University Examination Result Analysis

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

Plan of Action	Achievements
<ul style="list-style-type: none"> • Coordinated “Shastrayaan” a two-day open house exhibition programme, sponsored jointly by RUSA and the Department of Higher Education, Kerala • Strengthen the infrastructure facilities by submitting DPR for the construction of Library Block, Ladies Hostel and Administration Block • Promotion of research and development by purchasing instruments to the common instrumentation facility • Conduct of national seminars and workshops 	<ul style="list-style-type: none"> • The facilities of the college including the laboratories, museum, aquarium, herbal garden, etc. were thrown open to the public and the students so that the general public got a first-hand experience of the college • Government of Kerala sanctioned an amount of rupees 3 crores for the construction of Library Block, 2 crores for the construction of Administration Block and 5 crores for the construction of Ladies Hostel • Government of Kerala approved the DPR submitted by the IQAC and sanctioned an amount of ca. 90 lakhs for the purchase of sophisticated instruments • All the 10 departments organized national seminars

<ul style="list-style-type: none"> A scientific and systematic analysis of University Examination Results of students of the college Tapping RUSA fund: A detailed plan for the utilization of RUSA fund of 2.00 crores, under construction, renovation and purchase, with emphasis given to the recommendations of NAAC peer team 	<ul style="list-style-type: none"> The analysis of University Examination Results provided a better insight to improve the academic performance An effective utilization of RUSA fund has been realizing, under the guidance of RUSA project monitoring committee, strictly following the guidelines of the RUSA and by considering the master plan of the college and the action plan prepared by the IQAC of the college
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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 after detailed discussion and decided to implement the plan of action for the next year in a time-bound and effective manner.

PART B
CRITERION I

1. CURRICULAR ASPECTS

1.1. Details about Academic Programmes

Level of the Programme	No. of existing Programmes	No. of programmes added during the year	No. of self-financing programmes	No. of value added programmes
PhD	2	-	-	-
PG	5	-	-	-
UG	10	-	-	-
PG Diploma	-	-	-	-
Advanced Diploma	1*	-	-	-
Diploma	1**	-	-	-
Certificate	5**	-	-	-
Others	-	-	-	-
Total	15#	-	-	-

**Conducted with the financial assistance of UGC, under the Community College Scheme.*

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

#Regular UG and PG programmes

1.2 Flexibility of the Curriculum: CBCSS/Core/Elective Option/Open Options

- The college offers UG programmes under the Choice Based Credit and Semester System
- PG programmes are offered under the Credit and Semester System
- UG students can choose elective as well as open courses
- PG students can choose elective courses

Pattern of Programmes

Pattern	Number of programmes
Semester	15
Annual	-

1.3 Feedback from stakeholders (On all aspects) *provide an analysis of the feedback in the Annexure (Annexure II)*

Alumni	<input checked="" type="checkbox"/>	Parents	<input checked="" type="checkbox"/>
Employers	<input type="checkbox"/>	Students	<input checked="" type="checkbox"/>
Mode of feedback			
Online	<input type="checkbox"/>	Manual	<input checked="" type="checkbox"/>

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

- Revised syllabus for all UG programmes is implemented from this academic year (2017-18)
- University implemented on-line examination system for PG programmes
- University started Question Bank based examination system for UG programmes
- Faculty members of the college participated in curriculum and syllabi preparation and revision processes of MG university
- Faculty members served as members of Board of Studies of the university for all the UG and PG programmes offered by the college
- All the faculty members participated and contributed to the Question Bank System 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 No. of permanent faculty

No. of Faculty Positions Recruited (R) and Vacant (V) 2.1 No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
67	56	11	-	-

25

2.2 No. of permanent faculty with Ph.D.

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

Asst. Professors		Associate Professors		Professors		Others		Total	
<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>
*	-	-	-	-	-	3	-	-	-

**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

3

-

4*

**FIP Substitute Lecturer*

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
<i>Attended Seminars</i>	4	48	12
<i>Presented papers</i>	2	8	6
<i>Resource Persons</i>	-	-	8

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

- ICT enabled teaching-learning system is effectively implemented
- Peer-group learning programme is going on successfully
- Some of the classrooms were equipped with Audiovisual information facility
- Postgraduate students were encouraged to carry out research-oriented projects and present their findings at national and state level conferences
- Online study materials and e-learning facilities were made available to students
- Software training in documentation
- Effective use of virtual labs in Physical Sciences
- Campus Flora Documentation

180

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

2.8 Examination/ Evaluation Reforms initiated by the Institution

- Continuous evaluation for all UG and PG programmes was centrally coordinated and internal examinations, viva-voce and seminar presentations were scheduled, evaluated and documented in time.
- Online University examination system for PG programmes is implemented
- A College Level Monitoring Committee was constituted to supervise continuous evaluation process in the credit and semester system.
- Question Bank based university examination system is implemented for UG programmes
- IQAC collected, analyzed and prepared a report on University examination results
- College acts as a Centralized Valuation camp of the University

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

21

33

2.10 Average percentage of attendance of students

86

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	No. of students appeared	Division and %				
		Distinction	I Class	II Class	III Class	Pass
M A Economics	15	-	67	-	-	67
M A Political Science	10	10	70	-	-	80
M Sc Geology	8	88	12	-	-	100
M Sc Physics	8	50	38	-	-	88
M Com	9	80	20			100
B A Economics	44	-	39	-	-	39
B A English	16	-	25	38	6	69
B A Political Science	42	5	19	19	14	57
B Com	48	95	05	-	-	100
B Sc Botany	21	24	62	-	-	86
B Sc Chemistry	22	18	55	9	-	82
B Sc Geology	11	37	27	-	-	64
B Sc Mathematics	20	40	20	20	-	80
B Sc Physics	22	41	46	-	-	87
B Sc Zoology	19	13	28	12	26	79

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

- Arranged periodic meetings to evaluate the teaching-learning processes
- Conducted Internal Academic Audit
- Prepared and distributed a plan of action for the current academic year
- Analyzed university examination results and distributed to departments
- Ensured the effective use of technology in classroom
- Evaluated the teaching and learning process by collecting feedback from students and subjecting it to a detailed analysis

- Promoted special coaching for advanced learners and remedial coaching for slow learners

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	9
UGC – Faculty Improvement Programme	2
HRD programmes	4
Orientation programmes	3
Faculty exchange programme	-
Staff training conducted by the university	3
Staff training conducted by other institutions	1
Summer / Winter schools, Workshops, etc.	9
Others	1

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
<i>Administrative Staff</i>	26	-	-	-
<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

- Prepared and submitted a DPR for the strengthening of the existing common instrumentation facility of the college, by purchasing sophisticated instruments, under KIIFB Scheme
- Prepared and submitted a proposal to the Government of Kerala, under Centre of Excellence Scheme, for the purchase of sophisticated instruments and renovation of research labs

3.2 Details regarding major projects

	Completed	On-going	Sanctioned	Submitted
<i>Number</i>	-	3	-	2
<i>Outlay in Rs. Lakhs</i>		58.91	-	45

3.3 Details regarding minor projects

	Completed	On-going	Sanctioned	Submitted
<i>Number</i>		3	-	6
<i>Outlay in Rs. Lakhs</i>		2.85	-	30

3.4 Details on research publications

	International	National	Others
<i>Peer Review Journals</i>	14	5	-

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<i>Non-Peer Review Journals</i>	-	-	-
<i>e-Journals</i>	-	-	-
<i>Conference proceedings</i>	-	-	-

3.5 Details on Impact factor of publications:

Impact factor range 0.9-3.1 Impact factor average 1.35

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant Sanctioned (lakhs)	Received (lakhs)
Major projects	2015-18	KSCSTE	24	24
	2016-19	KSCSTE	28.91	16
	2017-19	ICSSR	6	2
Minor Projects	2014-16	UGC	1.85	1.85
	2015-17	UGC	1	1
Interdisciplinary Projects	-			
Industry sponsored	-			
Projects sponsored by the University	-			
Students projects	2017-2019	University	0.5	0.5
Any other (Specify)	-			
Total	6		62.26	45.35

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

Level	International	National	State	University	College
Number	-	10	-	-	2
Sponsoring agencies	Director of Collegiate Education, Govt. of Kerala				

3.12 No. of Faculty served as experts, chairpersons or resource persons 18

3.13 No. of collaborations

International	-	National	2	Other	1
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3.14 No. of linkages created during this year -

3.15 Total budget for research for current year in lakhs:

From funding agency	-
From Management or University/College	15
Total	15

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	-
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-

3.17 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	-	1	-	-	-	-

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

5+7*

*Six guides from other colleges are associated with the research centers of the college

Students registered under them

18

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

-

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

JRF

5

SRF

-

Project fellows

1

Other

-

3.21 No. of students Participated in NSS events:

International level

National level

State Level

4

University Level

12

3.22 No of students Participated in NCC events:

International level

National level

3

State Level

18

University Level

3.23 No. of Awards won in NSS:

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

3.24 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"/>

3.25 No. of Extension activities organized

University Forum	<input type="text" value="-"/>	College Forum	<input type="text" value="3"/>
NCC	<input type="text" value="4"/>	NSS	<input type="text" value="5"/>
Other	<input type="text" value="7"/>		

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

- Organized “Shastrayaan”, a two-day open house exhibition programme, sponsored jointly by RUSA and the Department of Higher Education, Kerala
- Training to unemployed women of the locality in nursery management, plant tissue culture and mushroom cultivation
- NSS organized ‘Jaivom 2017’, an institutional level farming programme
- NSS conducted blood donation camp
- Awareness programmes on organic farming and plastic free campus
- Quality analysis of water from open wells of houses in Nattakom Panchayat

Criterion IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	15.3 Acres	-	-	15.3Acres
Class rooms	40	-	-	40
Laboratories	8	-	-	8
Seminar Halls	1	-	-	1
No. of important equipment (≥ 1 -0 lakh) purchased during the current year	18	13	Plan fund DST-FIST KSCSTE	76
Value of the equipment (Lakhs) purchased during the year		15	Plan fund DST-FIST KSCSTE	15
Others				
a. Auditorium	1			1
b. Aquarium	1			1
c. Geology Museum	1			1
d. Materials Research Labs	2			2
e. Modular Chemistry Labs	2			2
f. Language Lab	1			1
g. Health Club	1			1
h. Edusat Virtual Classroom	1			1
i. Botanical Garden	1			1
j. Herbal Garden	1			1
k. Co-operative Society	1			1
l. Canteen	1			1
m. Internet Centre	1			1
n. Ladies Restroom	1			1

4.2 Computerization of administration and library

- Office is digitized and office networked through LAN with internet access
- Admission and examination procedures are computerized
- Library is digitized and OPAC and INFLIBNET are available
- A Student Information and Management System is installed

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value (lakhs)	No.	Value
<i>Text Books</i>	444487		973	2.0	45460	92 lakhs
<i>Reference Books</i>						
<i>e-Books</i>	80409		NLIST- INFLIBNET renewed		90000	
<i>Journals</i>	9		5		14	
<i>e-Journals</i>	3829		NLIST- INFLIBNET renewed		6000	
<i>Digital Database</i>						
<i>CD & Video</i>						
<i>Others (specify)</i>						

4.4 Technology up-gradation (overall)

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	Computer s	Compute r Labs	Internet Connectio n	Browsin g Centres	Compute r Centres	Office	Departmen ts	Other s
<i>Existin g</i>	74	36	36	1	-	12 Computer s	26 Computer s	-
<i>Added</i>	12	6	50	-	-	2	4	
<i>Total</i>	86	42	86	1	-	14	30	-

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

<ul style="list-style-type: none"> • All departments and office have computers with internet access • Students can access internet at the internet centre • Departments of Physics, Mathematics, Commerce and Zoology have computer labs • Department of English has a language lab • 60% classrooms are equipped with smart-boards and LCD projectors • An ASAP Skill Centre and Continuing Education Cell functioning in the campus organize training programmes for students • Admission to all programmes is through the computerized Centralized Allotment System of university.

4.6 Amount spent on maintenance in lakhs:

ICT	-
Campus Infrastructure and facilities	-
Equipment	1.2
Total	1.2

**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

- Integrated the scholastic activities and programmes of various clubs and committees of the college
- Encourage the students to participate in seminars and conferences
- Arranged a meeting of the programme officers of NCC and NSS to present their activities to first year students
- Organized a meeting of coordinators of ASAP, WWS and SSP to brief the activities of these programmes to first-year students
- Intimated the details of scholarships available to students through the Scholarship Committee of the college

5.2 Efforts made by the institution for tracking the progression

- The class tutor collects and files all personal and academic details of each class to understand the previous academic record, personal background, current details, semester wise academic and co-curricular achievements of students
- Analyzed the university examination results of all programmes, prepared a detailed report which was made available to all departments.
- Arranged periodic review sessions to understand the level of disparity, if any, in connection with the activities of various clubs and committees
- Examination results of each semester were compared with university averages and previous results to track progress of students
- Slow and advanced learners were identified through internal examinations
- Class PTA meetings were conducted in each semester to discuss the progress of students

5.3 Total Number of students

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UG	PG	Ph. D.	Others
924	59	10	-

No. of students outside the state

5

No. of international students

-

<i>Men</i>		<i>Women</i>	
<i>Number</i>	<i>Percentage</i>	<i>Number</i>	<i>percentage</i>
360	36.3	633	63.7

<i>Last Year</i>						<i>This Year</i>					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
356	179	29	426	1	991	370	183	25	412	3	993

Demand ratio

*

Dropout ratio

3.4 %

** Admission is through the centralised allotment process of the university.*

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

- | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> Special coaching for advanced learners JAM coaching for science students Coaching programme for PSC, GSI and UPSC examinations Department level coaching for GATE, NET, etc |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

No. of student beneficiaries

110

5.5 No. of students qualified in these examinations

NET	5	SET/SLET		GATE	1
CAT		IAS/IPS etc.		State PSC	16
UPSC	1	Other	6		

5.6 Details of student counselling and career guidance

- Class tutor monitors the academic and co-curricular activities of students
- Career guidance cell conducted career orientation programmes for students to impart skills and facilitate learning opportunities
- Women cell organized programmes for students to empower them in their learning and personal development
- The counselling centre arranged separate counselling sessions for needy students through staff/external counselors
- IQAC in association with WWS conducts programme to enhance the interpersonal skills and social commitment of student community

No. of students benefitted

120

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
-	-	-	7

5.8 Details of gender sensitization programmes

- Equal Opportunity Cell and Committee against Sexual Harassment (CASH) function in the college
- Women’s cell functions for the welfare of women staff and students
- Women’s cell observed women’s day and organised seminars for women students

5.9 Students Activities

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

State/ University level	<input style="width: 50px;" type="text" value="32"/>		
National level	<input style="width: 50px;" type="text" value="1"/>	International level	<input style="width: 50px;" type="text"/>

No. of students participated in Cultural events

State/ University level	<input style="width: 50px;" type="text" value="15"/>		
National level	<input style="width: 50px;" type="text"/>	International level	<input style="width: 50px;" type="text"/>

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

<i>Sports:</i>		State/ University level	<input style="width: 50px;" type="text" value="3"/>
National level	<input style="width: 50px;" type="text"/>	International level	<input style="width: 50px;" type="text"/>

<i>Cultural:</i>		State/ University level	<input style="width: 50px;" type="text" value="6"/>
National level	<input style="width: 50px;" type="text"/>	International level	<input style="width: 50px;" type="text"/>

5.10 Scholarships and Financial Support

	Number of Students	Amount (Rs.)
Financial support from institution		
Financial support from government	Scholarship - 15	1,31,250/-
	E grants- 577	28,46,621/-
Financial support from other sources		
Number of students who received International/ National recognitions		

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

- New sanitary napkin vending machine was installed in the Ladies Restroom
- The damaged incinerators at the Ladies Restroom were repaired
- The damaged water cooler was replaced by a new water cooler
- Ladies' and Boys' hostel were renovated

Criterion VI

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

Yes

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

6.3.1 Curriculum Development

- Faculty members participated in the workshops and training programmes on ICT enabled teaching, Bloom taxonomy, etc., conducted by the University
- Faculty members actively participated in the training programmes conducted by the University in connection with the question paper setting
- Faculty members served as members of BoS, participated in syllabus preparation, and edited text books for various programmes of the University
- Faculty members prepared and contributed questions to the University Question Bank launched by the University as a part of its Question Bank based University Examinations for UG programmes

6.3.2 Teaching and Learning

- Teaching and learning practices were done in a student-centered manner
- ICT enabled classrooms were effectively utilized
- Teachers participated in training programmes in connection with the MOODLE Learning management system, Bloom Taxonomy, etc.
- Peer-group learning system is effectively implemented in its full potential
- Language Lab was updated with new software

6.3.3 Examination and Evaluation

- Internal examinations for UG and PG students were conducted in a centralized manner and results were published in time
- A college level monitoring committee supervises the continuous evaluation process in the credit and semester system
- University examination results of various programmes in the college were analyzed and steps were taken to improve the results

6.3.4 Research and Development

- A DPR was submitted under KIIFB scheme to strengthen the common instrumentation facility
- A proposal was submitted to the Government of Kerala to purchase new sophisticated instruments
- A proposal was submitted to upgrade and renovate research labs
- Faculty members were deputed under FDP programme of UGC for obtaining Ph D degree
- Sophisticated instruments in the common instrumentation facility are made available to students and teachers of other institutions

6.3.5 Library, ICT and physical infrastructure/instrumentation

- New equipment, furniture and books were purchased
- Library subscribed to NLIST-INFLIBNET of UGC
- Renovation of canteen building completed

6.3.6 Human Resource Management

- Faculty members have opportunity for their carrier growth along with the institutional development
- Faculty members attended orientation, refresher and training programmes
- Principal and administrative staff attended training programmes organized by Govt. 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 interview conducted by a selection committee, as per the government norms

6.3.8 Industry Interaction / Collaboration

- Lectures by industry experts were organized
- Students of B Sc Chemistry and B Sc Zoology programmes undertake on-the-Job as part of their curriculum
- Industrial visits and filed trips were organized by various departments

6.3.9 Admission of Students

- Admission to all programmes is through the Centralized Allotment Process of M G University
- All reservation policies of the Government are strictly followed
- Admissions to all programmes are based on merit

6.4 Welfare schemes for

<i>Teaching</i>	State life insurance, Group insurance scheme, Group personal accident insurance scheme etc.
<i>Non-teaching</i>	State life insurance, Group insurance scheme, Group personal accident insurance scheme etc.

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<i>Students</i>	Financial support including scholarships, stipends, lump-sum grants etc.
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6.5 Total corpus fund generated

15 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, Account General's audit	Yes, Director of Collegiate Education

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 Department level alumni meeting were organized
- IQAC collects feedback from alumni

6.12 Activities and support from the Parent – Teacher Association

- College and class PTA meetings are held each year and progress reports are placed before the PTA
- PTA takes up maintenance works of student amenities
- PTA awarded Cash Prize and memento to top scorers of various programmes and winners of University arts and sports competitions

6.13 Development programmes for support staff

- Administrative and technical staff attended training programmes of the Institute for Management in Government, Govt. of Kerala
- The department of Physical Education conducts training programme for staff in using the advanced equipment in the Fitness Centre of the college
- Administrative staff attended workshops and training by the Department of Collegiate education, Government of Kerala

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

- IQAC conducts awareness programmes for students in connection with 'Green Campus, Clean Campus'
- IQAC conducts initiatives to minimize the use of plastics in the college and students lead a 'no flex and no plastics' campaign
- An efficient rain water harvesting system exists in the campus
- NSS observed environmental day and periodically organizes campus cleaning programme
- Trees were planted in the college campus and steps were taken to conserve trees planted in previous years
- Butterfly garden, Botanical garden and Herbal garden were maintained
- Bird's club and Nature club conducted awareness programmes

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.

- 'The Green Campus Clean Campus programme' was effectively implemented. In connection with this, IQAC conducted awareness programme and took initiatives to minimize the use of plastic items in the college. Moreover, the students lead a 'no flex and no plastics' campaign.
- Special Coaching programmes were conducted to improve the academic performance of the students. Slower and advanced learners were identified through internal examinations. Remedial Coaching was conducted for slower students whereas special training and coaching programmes for competitive examinations were conducted for advanced learners.

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

- The college is included in the 'project for developing infrastructure and converting them into Centers of Excellence' using funds to be provided by Kerala Infrastructure Investment Fund Board (KIIFB), by the Government of Kerala
- Administrative sanction for an amount of ca. 8.73 lakhs was given to undertake infrastructure development projects such as construction of a new academic building, augmentation of library, construction of a centralized computer lab, renovation of language lab etc.
- An amount of 3.00 crores sanctioned by the Government was deposited with the KITE for the construction of Library Block
- An amount of 2.70 crores (70 lakhs from RUSA fund and 2 crores from special plan fund) was deposited with the PWD for the construction of Administration Building

7.3 Give two Best Practices of the institution

- **Weekly Talk by teachers:** Teachers are potential scholars and the best evaluators. With the view of creating a platform for teachers to develop their professional skills as effective speakers, IQAC plans to implement 'Weekly Talk' programme as one of the best practices of the institution. In this programme, in every week, a teacher selects his/her favorite topic and conducts a lecture to the entire teaching community of the college, so that every teacher is exposed to a new topic in every week.
- **Class Guide and Mentor System:** In this programme, each teacher is assigned about 15 students. The tutors understand the personal and academic background of their students and monitor the academic programmes of them. IQAC conducts periodic review meetings of the mentors. This practice would definitely enhance the academic performance of students by improving the self-confidence, learning and personality development of students.

7.4 Contribution to environmental awareness / protection

- 'The Green Campus Clean Campus' programme was effectively implemented
- 'No Flux No Plastic' campaign was launched
- The college carries out organic farming, and maintains a Herbal garden, a Butterfly garden and a Botanical garden.

7.5 Whether environmental audit was conducted?


Yes

No

7.6 Any other relevant information the institution wishes to add.

8. Plan of Institution for Next Year

- Start new UG and PG courses
- Start new Research Centres
- Complete of the construction of compound wall
- Complete the construction of Ladies Hostel
- Complete the construction of Library Building
- Complete the construction of Administration Building
- Complete the construction of Research Block
- Strengthen the Common Instrumentation Facility
- Enhance research output and publications
- Submit proposals to DBT, DST, CSIR, KSCSTE for getting financial assistance for the promotion of research and strengthening of existing facilities


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