



Yearly Status Report - 2017-2018

Part A

Data of the Institution

1. Name of the Institution	KNM GOVERNMENT ARTS AND SCIENCE COLLEGE, KANJIRAMKULAM
Name of the head of the Institution	Dr.V.K Anuradha
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	04712260092
Mobile no.	9447027136
Registered Email	dranuradhavk@gmail.com
Alternate Email	knmcollege@gmail.com
Address	Govt KNM Arts and Science College, Kanjiramkulam
City/Town	kanjiramkulam
State/UT	Kerala
Pincode	695524

2. Institutional Status					
Affiliated / Constituent		Affiliated			
Type of Institution		Co-education			
Location		Rural			
Financial Status		state			
Name of the IQAC co-ordinator/Director		Dr.Jyothi S Nair			
Phone no/Alternate Phone no.		04712384707			
Mobile no.		9846564246			
Registered Email		jyothinair05@gmail.com			
Alternate Email		jyothinairs@gmail.com			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		http://www.knmgovtcollege.ac.in/images/naac_ssr_2016.pdf			
4. Whether Academic Calendar prepared during the year		No			
5. Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B	2.43	2008	16-Sep-2008	15-Sep-2013
2	B++	2.78	2017	02-May-2017	01-May-2022
6. Date of Establishment of IQAC			03-Oct-2008		
7. Internal Quality Assurance System					
Quality initiatives by IQAC during the year for promoting quality culture					
Item /Title of the quality initiative by IQAC		Date & Duration		Number of participants/ beneficiaries	
Induction programme was organised for the first year under graduate and post graduate students.		14-Aug-2017 1		140	

The programme was well taken by the parents and the students. Convenors of Cells/Clubs and Committees addressed the newly inducted students and a brief expl		
Faculty were provided necessary assistance for preparing proposals and submitting the same before agencies like UGC,RUSA,MHRD,KSHEC for improving the academic and infrastructure facilities of the college	11-Jul-2017 20	31
Assisted the Planning Committee of the college in the preparing of proposals for the KIIFB(Kerala Infrastructure Investment Fund Board)	06-Feb-2018 15	8
Sastrayan-2018 was conducted using RUSA fund . The exhibition organised as part of the programme was very much appreciated by the public	27-Jan-2018 2	22
Women Amenities Centre was renovated with RUSA fund and the work order was given to Habitat group	13-Nov-2017 7	25
View File		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NAAC visit	UGC	UGC	2017 2	131745
RUSA	Sastrayan	RUSA	2017 2	120000
Sociology	Minor Research Project	UGC	2017 365	140000
Women's Cell	Women Amenity Centre	RUSA	2018 120	360417
English	FDP	UGC	2018 300	800185
View File				

9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	2
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
12. Significant contributions made by IQAC during the current year(maximum five bullets)	
1. Induction programme was organised for the first year under graduate and post graduate students. The programme was well taken by the parents and the students. Convenors of Cells/Clubs and Committees addressed the newly inducted students and a brief explanation of the activities undertaken by the concerned bodies were explained to the students.	
2. Faculty were provided necessary assistance for preparing proposals and submitting the same before agencies like UGC,RUSA,MHRD,KSHEC for improving the academic and infrastructure facilities of the college	
3. Assisted the Planning Committee of the college in the preparing of proposals for the KIIIFB(Kerala Infrastructure Investment Fund Board)	
4. Sastrayan-2018 was conducted using RUSA fund . The exhibition organised as part of the programme was very much appreciated by the public	
5. Women Amenities Centre was renovated with RUSA fund and the work order was given to Habitat group	
No Files Uploaded !!!	
13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year	
Plan of Action	Achievements/Outcomes
Proposals for M.Com,M.A Economics and BA Malayalam and Journalism were prepared to be submitted before Planning division of Directorate of	Proposal for M.Com(Finance) was approved and the course started from academic year 2018

Collegiate Education					
Plan for conducting Induction programme for Undergraduate and Post graduate students at the college level in association with PTA	Induction programme was organised for the first year under graduate and post graduate students. The programme was well taken by the parents and the students. Convenors of Cells/Clubs and Committees addressed the newly inducted students and a brief explanation of the activities undertaken by the concerned bodies were explained to the students.				
Faculty were provided necessary assistance for preparing proposals and submitting the same before agencies like UGC,RUSA,MHRD,KSHEC for improving the academic and infrastructure facilities of the college	Sastrayan-2018 was conducted using RUSA fund . The exhibition organised as part of the programme was very much appreciated by the public.Women Amenities Centre was renovated with RUSA fund and the work order was given to Habitat group				
View File					
14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">Name of Statutory Body</th> <th style="width: 50%;">Meeting Date</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">College Council</td> <td style="text-align: center;">16-Dec-2021</td> </tr> </tbody> </table>		Name of Statutory Body	Meeting Date	College Council	16-Dec-2021
Name of Statutory Body	Meeting Date				
College Council	16-Dec-2021				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2018				
Date of Submission	27-Feb-2018				
17. Does the Institution have Management Information System ?	Yes				
If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)	SPARK Service and Payroll Administrative Repository for Kerala has been developed by National Informatics Centre (NIC) based on state government decision to implement an integrated personnel and payroll management system covering all government departments in the state. Salary processing and disbursal has been made online through this system .. All financial transactions are managed through Bill Information and Management System (BiMS). This has made all				

financial accounting hasslefree and facilitates the faster implementation of projects and prompt purchases. . GeM Portal emarket place is used for the purchase of the electronic equipments. The college is registered with the PFMS portal for digital money transfer

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The curriculum transactions at the college are based on the curriculum planning of the University of Kerala to which it is affiliated. The college offers five Under Graduate and one Post Graduate Programmes all of which are based on Choice Based Credit Semester System. In most of the programme elective courses and the open courses are included in the curriculum. The syllabus for the courses designed by the Board of Studies includes the mode of transaction of the course in terms of lecture, tutorials, seminars, laboratory sessions, fieldwork, projects and such other activities. The college has little autonomy in the formation of the programme curricula but it has a comprehensive and well-constituted mechanism for curriculum delivery and documentation. Open courses are offered on the basis of the students' preferences by inviting option forms from them. Department Level Monitoring Committee regularly conducts Academic Audits and remedial measures are also taken up to correct possible shortcomings in the curricular transactions. College Level Monitoring Committee effectively streamlines the continuous internal evaluation by organising internal examinations in a phased manner, due care is also taken to ensure that enough time is provided for getting feedback from the students and to address to the grievances in relation to the Continuous Internal Evaluation. The co-curricular activities are also conducted on the basis of the guideline and instructions from UGC, Higher Education Council, Ministry of Sports Affairs and Sports, Ministry of Women and Child Development programmes, Department of Environment and Climatic change, to supplement the curriculum are organized in the college. Such programmes are intended to make the students aware of concepts like gender equality, constitutional values, environmental issues etc. College organises General Induction Programme for all the first year UG and PG students to familiarize them with the objectives, vision and mission of the college and the programmes undertaken here. The college encourages the faculty members to organise and conduct seminars, workshops and symposiums to discuss and deliberate on various teaching methods which are innovative to student community. Target based Special programs like Scholar Support Programme, WWS and ASAP are organised in the college with the active support of the faculty and non-teaching staff. Extracurricular activities are streamlined by National Students Scheme, Women Cell, Environment Club, Human Rights Club, Science Cub and many other Cells, Clubs and Committees .There has been an attempt on the part of the faculty to integrate the learning experience at college to the community at large. The departments of the college has staged SASTRAYAN in 2018 to make the society at large aware how the knowledge imparted at colleges will be of benefit for the public. The library in the campus provides INFLIBNET facility as well as a wide range of journals, newspapers and academic references that strengthens the proper implementation of curriculum and also in inculcating reading habits among the college students

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
Certificate in Library and Information Science (CLISC)	Nil	08/07/2017	50	Employability	Library maintenance skills
Certificate in Library and Information Science (CLISC)	Nil	17/02/2018	50	Employability	Library Cataloguing

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Economics	15/06/2010
BA	Sociology	15/06/2010
BA	Communicative English	15/06/2010
BSc	Mathematics	15/06/2010
BCom	Commerce	15/06/2010
MA	Sociology	20/08/2012

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	59	Nil

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
WWS	12/07/2017	90
SSP	18/07/2017	150
View File		

1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field
-------------------------	--------------------------	------------------------------------

		Projects / Internships
MA	Exhibition stall for Eco-friendly waste management at 'Habfest'30' - Habitat Technology Group	4
MA	Volunteers for Onam Celebrations arranged for 200 blind persons held under the leadership of Jwala Foundation at Hassan Marakkar Hall	8
MA	Volunteers for the Adalath for Older Persons organised by Social Justice Department held at Karthika Thirunal Theatre	9
BA	Ethnographic study of Paniya Community in Manathavady, Wayanad	35
BA	Visited NGO Mahila Samakhya Society, Mananthavady unit in Wayanad	35
BA	Legal service Authority of India conducted exhibition , poster presentation, and awareness classes for students	120
BA	Motivational visit of WWS	50
No file uploaded.		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?
(maximum 500 words)

Feedback Obtained
The college had made use of the distinctive curriculum transactions methods to bring about innovativeness in teaching and learning practices. Department Level Monitoring Committee regularly conducts Academic Audits and remedial measures are also taken up to correct possible shortcomings in the curricular transactions. College Level Monitoring Committee effectively streamlines the continuous internal evaluation by organising internal examinations in a phased

manner, due care is also taken to ensure that enough time is provided for getting feedback from the students and to address to the grievances in relation to the Continuous Internal Evaluation. The feedbacks on curriculum were collected from all the stakeholders and were analysed presented before the college council for discussing about the further course of action. The feedback collected from the students on the curriculum was on a five point scale on which they were asked to assess : the suitability and relevancy of the programme, knowledge ,skills and capabilities learned, timely completion of courses, integration of ICT in teaching and learning, knowledge updates by faculty, participation in curricular, co-curricular and extracurricular, opportunities for entry into higher education, improvement in employment prospects, library and other e-learning facilities, academic atmosphere of the college On the basis of the analysis of the feedback the following decision accepted to practice for improving the curriculum transactions : Regular conduct of academic audit, Improving the career guidance facilities at the college, Recommendation have to be placed before University Board of Studies for on the job training The faculty were provided opportunity to assess the content of curriculum and its transactions. The feedback has focussed both on the courses and the programme. Faculty were asked about the: Relevance of the course and programme, Increase in skills, knowledge and capacity, Completion of courses on time, Usage of ICT enabled technology, Provision of latest updates in discipline, Encouraging students to take part in the curricular, extracurricular and co-curricular activities, Increase in the employment prospects, Opportunities for entry into higher education, library and other e-learning facilities, academic atmosphere of the college. The analysis of the feedback indicated that faculty were very confident of the course content, timely delivery and completion. The most important apprehension raised by the faculty was about employment prospects and entry of students into higher education. The actions taken on the basis of feedback were- organisation of more career guidance along with regular studies, making the placement cell more active in finding job opportunities, increase exposure of students to e-resources, provide more workshop to the faculty for updating themselves The analysis of alumni, parents and employers indicates that the career prospects of the students have to be given high priority in college campus also. Action has to be taken to provide internships and on the job training within curriculum, career guidance centres have to be made more active, alumni support to be sought for increasing linkages, employers to be invited to the campus for talks

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MA	Sociology	26	Nill	26
BSc	Mathematics	29	Nill	29
BCom	Commerce	32	Nill	31
BA	Communicative English	30	Nill	30
BA	Sociology	53	Nill	53
BA	Economics	53	Nill	53

[View File](#)

2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017	197	26	31	Nil	31

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
31	31	26	13	15	9
View File of ICT Tools and resources					
View File of E-resources and techniques used					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The profiles of the student community of our college is very diverse, most of the students hail from lower or lower middle class families. As the five programmes offered at the college are at Under graduate level, the UG students constitute the lionshare of student community. As there are not much preparatory courses at the Higher Secondary Level for Graduation , the students who joins the college has to be given guidance about carrying out studies with the help of the library reference books, rather than depending on the textbooks alone. The mentoring system in our college starts from the admission process itself. The tutors of the first year students are provided a Tutors dairy into which all the personnel, academic and extra and co-curricular activities of the students are entered. The entering of the details of the students is done by the tutor through several sessions of close interactions with the students. The tutors dairy is passed on other tutors as the students progresses semester after semester. Tutors dairy serves as a reference for the students' performance in personnel, academic and co-curricular activities. During the PTA meeting the parents are provided to go through the details entered about their wards in the Tutors diary. The parents are also asked to verify the details and to sign the concerned pages to ensure their involvement in assessing the progress made by the students. The tutorship and mentoring system followed in the college ensures that most of the faculty of the college will become very familiar with the student, their academic performance and the social-economic background from which they come. The tutorial system has been successful in strengthening the student-teacher relation with in the college and has also been very instrumental in the formation of the alumni associations. Mentoring system is getting reinforced by the Tutors dairy which helps in documenting the trajectories of the students life of each of the student. Programmes for Curricular enrichment like field visits, study tours have also helped in solidifying the mentors-mentee relations .Conduct of the group projects and the dissertation works have been instrumental in improving the relationship between the faculty and the students. In addition the faculty and the students who were part of the Walk with Scholar programme were able to establish a special rapport with each other, the programme has been immensely helpful in the nurturing of the a lifetime bond between the faculty and the mentees. The time slot between 3.30 to 4.30 pm has been most effectively used for tutorial system.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
667	31	1 : 22

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D

31	31	Nil	1	11
----	----	-----	---	----

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Dr.Chitra SNair	Assistant Professor	UGC Travel grant
2018	Dr.Jyothi S Nair	IQAC / CIQA coordinator	First prize in poster exhibition at Kerala University

[View File](#)

2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MA	Sociology	IV	08/07/2017	20/02/2018
BSc	Mathematics	VI	07/05/2018	22/06/2018
BCom	Commerce	VI	07/05/2018	20/06/2018
BA	Communicative English	VI	07/05/2018	22/06/2018
BA	Economics	VI	07/05/2018	22/06/2018
BA	Sociology	VI	07/05/2018	22/06/2018

[View File](#)

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Continuous Internal Evaluation is conducted regularly for all semesters of the different programmes in the college in the manner prescribed by the University of Kerala. Attendance is given due weightage in continuous assessment. Statement of attendance is prepared transparently and published in the notice board for ensuring accountability of students. Department Level Monitoring Committee conducts academic audits regularly to status of the portion completion and also to prepare a schedule for the conduct of the internal assessment. The internal examination is conducted by pooling the resources under the guidance of the College Level Monitoring Committee. A centralised timetable is prepared by CLMC for the smooth conduct of internal examination and the publication of result. Information regarding the internal exam timetable is prepared well in advance. The internal examination is conducted as model examination, on the basis of evaluation and grading of the internal exams, the course co-ordinators provide feedback to the students which in fact have helped in improving their performance for University examination. To supplement assignment preparation students are also provided to engage in field based outreach activities in the neighbourhood. The field based experiences of the students have also been documented as videos and the same were uploaded to social media platforms for public access. Participatory and peer learning were

encouraged by creating learning groups for many courses. Role play and scripted short plays were used as means for assessing students. Slow learners and the differently abled students are provided support for completing the continuous internal evaluation, by way of providing scribe and additional time.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

As the college is affiliated to University of Kerala the academic calendar of the University is strictly followed. Internal examinations are conducted as per the academic calendar under the co-ordination of College Level Monitoring Committee and Department Level Monitoring Committee. Time table are fixed at institutional level, by dividing the exam supervision equally among all the faculty members. Language courses and Open course examinations are convened uniformly cross the entire departments. All the co-curricular and extracurricular activities are allotted timeslots on the basis of the schedule prepared by the advisory committees. Attendance statement is prepared for each year published in the notice board in order to enable the students who have attendance shortage to rectify the same by applying for condonation. The differently abled students are provided facility to make use of scribes in the examination. In order to avoid glitches, they are informed in advance to apply for the same. The internal examinations are completed in time and the Continuous Assessment marks are published in the noticeboard. Students are permitted to time to clear the doubts related to marks to raise grievances if any.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://www.knmgovtcollege.ac.in/index.php/downloads/syllabus>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
560	MA	Sociology	19	17	89
220	BSc	Mathematics	32	25	78
133	BA	Communicative English	30	26	86
156	BA	Scociology	45	26	57
150	BA	Economics	47	25	53
159	BCom	Commerce	31	31	100

No file uploaded.

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

https://www.knmgovtcollege.ac.in/images/Sarjin/2021/Student_Satisfaction_Survey_on_Institutional_Performance_2017-18.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Any Other (Specify)	365	Social volunteering For Jwala Sathi-Helpline for the Aged	0	0
Students Research Projects (Other than compulsory by the University)	30	Feasibility study funded by VASARAM-an NGO	0	0
Projects sponsored by the University	365	Spare a Minute, Spread a Smile-Women Study Unit, Govt KNM College, Kanjiramkulam	1400	1400
Industry sponsored Projects	15	Habitat Technology Group	5000	0

No file uploaded.

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
National seminar on Indian Economy :Current Issues and Challenges	Economics	14/12/2017
National seminar on Social Interventions for Quality care in Later life	Sociology	04/01/2018
Seminar on Career opportunities of Health Information Management	Sociology	19/09/2017
Workshop on POSCO Act	Women Study Unit	15/12/2017
Workshop on Women Empowerment and Legal Support	Women Study Unit	08/03/2018

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
Sociology	1

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Sociology	1	4.4
International	English	1	3.09
International	Sociology	1	4.4
No file uploaded.			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Commerce	1
No file uploaded.	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Individual care among Elderly women-the Health perspective	Chitra S Nair	SCMS Journal of Indian Managment	2017	1	Nil	KNM Govt College, Kanjiramkulam
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	1	9	2	Nil
Presented papers	5	4	Nil	Nil
Resource persons	Nil	2	5	Nil
No file uploaded.				

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Organ Donation Awareness Campaign in College and House visit for conscientisation 16th and 17th December, 2017	National Service Scheme (Units 24 A and B) in collaboration with Athiyanoor and Puthambalam ward counsellors.	2	80
Children's Day Celebrations: Donation of picture charts, drawing sheets and crayons for pre primary school children in nearby schools on 14th November, 2017	National Service Scheme (Units 24 A and B) Govt Pre Primary School in Kanjiramkulam	2	58
Plastic Free Campaign in College and Local Community through house campaigns 23rd to 29th October, 2017	National Service Scheme (Units 24 A and B) in collaboration with Neyyatinkara Municipality	2	67
Cleaning the Neighbourhood, 15th July, 2017	National Service Scheme (Units 24 A and B) in collaboration with the Police Station, Kanjiramkulam	2	45
International Day against Drug Abuse and Illicit Trafficking: Poster exhibition, 26th June, 2017	National Service Scheme (Units 24 A and B) in collaboration with Narcotic Cell	3	31
Reading day celebrations: Lecture and	National Service Scheme (Units 24 A	2	62

Group Discussion,19th June,2017	and B) in collaboration with Dept of Hindi and Malayalam		
World Blood Donor Day: Awareness class and Elocution Competition ,14th June,2017	National Service Scheme(Units 24 A and B) in collaboration with All Kerala Blood Donors Society	2	45
World Environment Day Celebrations: MaramOruVaram ,5th June,2017	National Service Scheme(Units 24 A and B) in collaboration of Department of Forestry	2	34
KurunnuvayanakkoruKaithangu (A gentle support for promoting reading habits among Preschoolers) sponsored distribution of free children's books (Phase I) on 23rd December,2017	National Service Scheme(Units 24 A and B) in collaboration with Govt UPS Athiyanoor	2	52
NSS Special Camp at Govt UPS Athiyanoor,23rd -29th December,2017	National Service Scheme(Units 24 A and B) in collaboration with Govt UPS Athiyanoor	3	100
View File			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Gender Awareness	WSU and Life Skill Foundation, Neyyattinkara	Gender Walk	3	79
Social Justice and Legal Support for Elderly	WSU and Social Justice Department, GoK	Adalath and Awareness program for Elderly	1	9

Industry Collaboration	Habitat Technology Group	Habfest 2017. Expo on Waste management.	1	4
NGO collaboration	Jwala Foundation, Trivandrum	Various activities including JwalaSathi and Hunger Free Trivandrum Project	3	18
NGO collaboration	Pure Living foundation, Ernakulam	Ammoommathiri - Elderly support program	1	25
SwachhBharath	WSU Green Amigos	Waste management system implementation with the technical advice of Haritha Kerala Mission1	1	14
Swach Bharat	WSU Green Amigos	Neighbourhood Visit and campaigning for Water Conservation and preservation	1	9
No file uploaded.				

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
On the job training	30	Kerala State Industries Department	120
Survey	20	NGO Vasaram	30
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Grooming e ntreprenuers hip	ED club	District Industrial Centre, TVM	01/11/2017	31/03/2018	30
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Jwala Foundation	Nil	Nil	Nil
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
55.98	27.5

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Newly Added
Video Centre	Existing
Classrooms with Wi-Fi OR LAN	Existing
No file uploaded.	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
LIBSOFT	Partially	4.0	2009

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	16328	426172	828	368360	17156	794532
Reference Books	143	165860	38	42060	181	207920
Journals	9	18500	2	3500	11	22000
No file uploaded.						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			

No file uploaded.

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	94	25	0	1	30	9	29	50	0
Added	10	5	0	0	0	2	3	0	0
Total	104	30	0	1	30	11	32	50	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

50 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
EDUSAT Room	Nil

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
27.5	26.7	12	11.8

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The physical, academic and support facilities like laboratory, library, gymnasium, computer centre and classrooms are fully utilized for the benefit of the students. Every year, annual stock verification of assets is done systematically and necessary audits are carried out as per requirement. Purchase committee is the major advisory body for finalising the purchases. On the basis of the report provided by the purchase committee, the college-council discusses and submits the proposals to the Director of Collegiate Education, Kerala for approval and sanction of funds for the purchase of lab and library requirements and construction, maintenance of infrastructure. The procedures for all purchases are routed through e-tender/tender/quotation process as per Kerala purchase rules. Local purchase is permitted up to Rs.15000/- only. Master Stock Register is maintained under heads: Furniture, Electronic and Electrical. All the stock purchased is entered into the Master Stock Register and subsequently the details are entered into the Department Stock Registers. The stock registers are subject to periodic auditing and assessment. The maintenance of the college infrastructure is met with through assistance from various sources such as the Plan Fund, PTA and alumni of the departments. All the physical infrastructures of laboratories, libraries and computer centre and EDUSAT are utilized by postgraduate and undergraduate students along with research scholars. The physical education department has been strengthened by sports amenities and a Gymnasium and is being utilized by students and faculty, free of cost.

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	PTA Endowment	11	13000
Financial Support from Other Sources			
a) National	Post Matric/CSS	49	530000
b) International	Nil	Nil	Nil
View File			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Student Support Programme	11/12/2017	150	Directorate of Collegiate Education
Walk With the Scholar	15/11/2017	90	Directorate of Collegiate Education
View File			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2017	UGC JRF/NET Coaching	8	Nil	3	1
No file uploaded.					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
2	2	10

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations	Number of students	Number of students placed	Name of organizations	Number of students	Number of students placed

visited	participated		visited	participated	
Muthoot Fincrop	24	2	Nil	Nil	Nil
No file uploaded.					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	12	B.Sc	Mathematics	NSS College Chertala, Govt College for Women, Tvpm, Malankara Catholicate College, Mariagiri, University College, Palayam, University Institute of Management, MG College Tvpm	M.Sc Mathematics
2018	13	BA	Sociology	Department of Sociology, University of Kerala, Loyola College of Social Sciences, Tvpm, School of Distance Education, University of Kerala, Nanjil Catholite College of Arts and Science, Kalikka vila affiliated to MS University, Thirunelveli	MA Economics
2018	12	BA	Economics	VTM NSS college, Dhannuvachapuram, NSS college near	MA Economics

				amankara, Govt.Arts college, Thycaud, University college, Palayam Women's college,Tvpm	
2018	1	MA	Sociology	Sree Sanka racharye Sanskrit Uni versity,Kala dy	MPhil
2018	18	B.Com	Commerce	Department of Commerce, UoK,Mar Ivanious College, MG College	M.Com, MBA,CA
2018	12	BA	Communicat ive English	Central University of Karnataka, Institute of English,UoK,	MA English ,MBA,LLB
No file uploaded.					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year
(eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	4
SET	2
Any Other	3
No file uploaded.	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Organ donation awareness campaign on 8.2.2018	College	73
College Film Festival on 14.3.2018	College	178
Arts Manifesto 2018 5.2.2018 to 16.2.2018	College	156
Literary Camp @ University of Kerala on 5.1.2018 and 6.1.2018	University level	8
Kerala University Intercollegiate Kho-Kho championship 2017-18 at LNCPE kariavattom, 22nd	Kerala University Intercollegiate	150

and 23rd September-2017		
Coaching camps in Cricket men (15 days from 20.10.2017-21.11.2017),	College	16
Kabaddi men (10 days 19.9.2017 to 19.10.2017),	College	15
Athletics(14 days,11.10.2017 to 13.11.2017)	College	15
Weight lifting(10 days 18.11.2017 to 3.1.2018)	College	23
Intercollegiate Cricket Tournament on 20.2.2018 to 22.2.2018	Intercollegiate Level	132
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2017	Silver medal	National	1	Nil	15617114051	Vijin RS
No file uploaded.						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The Student Council have an active role in academic and administrative functioning of college. The office bearers of the Student's Council are elected democratically by the students through a free and fair election .The student council comprises of Chairman, Vice Chairman, Secretary, Joint Secretary, Councillors to University Union, Secretary Fine Arts, Student editor of College Magazine, General Captain of Sports and Games, Secretaries of various Associations, and Class representatives of each classes of UG and PG programmes The student council also ensures women representation by reserving two seats, that of Vice Chairperson and Joint Secretary, for girls. However, the women representation is not restricted to statutory limits. The staff advisor and staff editor, selected from faculty members, help the students in an advisory capacity. Two university union councillors represent the college in the university union where various academic issues and grievances of students are addressed. Five class representatives (Three for three years of UG students and two representatives for two years of PG classes) are there to put forward the issues of general concern by respective batches of students. The Department Association Secretary coordinates department level activities related to discipline. The student council discusses and debates over issues of concern and it aims at the benefit of the academic community. The concerns and grievances of the students related to the curricular aspects find a platform for expression in the student council. Magazine editor, Arts club secretary and Sports secretary coordinates all literary, arts and sports events in the campus and outside where students of the college are participating. Participation in youth festivals and various sports and games are coordinated and facilitated through the college union with the guidance and assistance of staff advisors.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

235

5.4.3 – Alumni contribution during the year (in Rupees) :

5000

5.4.4 – Meetings/activities organized by Alumni Association :

Orma Alumni Association of Maths has a Facebook community of about 211 members: <https://www.facebook.com/ormaknm/>. Orma (Organisation of Mathematics Association) meets every year on January 26th. The Maths alumni group has been instrumental in bringing about a synergy between the present students and faculty. The alumni of Commerce department is named as Kalpanikam the members meets every year on October 2nd. The members of Kalpanikam ensures reunion of the faculty who have been teaching in the department since its inception. The alumni association of Sociology department is known as Old Students Association which is nostalgic about the tag name of the alumni association. OSA association meets every year on the second Saturday of January.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Being government institution the college comes directly under the control of Directorate of Collegiate Education. The Principal and Staff council are considered as the ultimate decision making authorities for the smooth functioning of the college. The College Development Committee, Internal Quality Assurance Cell, Parents Teachers Association and College Union help the college in making governance more efficient and transparent. The staff meetings are held regularly to discuss routine and special matters for the administration of the college. Every department has been given powers to decide on the academic matters pertaining to their department. The Principal, teaching, non-teaching staff work and college union work as a team for all activities of the college.

1.College Council College Council is major decision-making body of the college which ensures participatory governance and management. College Council is constituted following democratic principles .Principal of the college acts as the Ex officio President of the Council, Vice Principal, all the heads of the department, Senior Superintendent, Librarian and two elected/nominated members from the faculty constitute the College Council. This academic year also the College Council has conducted periodic meeting .The Council meeting are recorded and the decisions taken are noted down in the Council Minutes Book . The council minutes is distributed to all the staff of the college through circulars. 2.College Union College union is very effective means for ensuring participative management of the students in the administration and governance of the college. This academic year too college union is formed strictly following the guidelines of the University of Kerala related to college union election. Duly elected college union representatives involve in all the students related activities of the college. The college union has enacted a proactive role in conducting co-curricular and extra-curricular activities of the college like conduct of Arts and literary competitions and also has

assisted the competition winners at college level to participate in the Intercollegiate competitions. College union representatives are included in various committees and cells of the college to ensure their involvement and also to ensure more transparency and accountability.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	Admission to all the programmes is conducted through Centralised Admission Portal managed and operated by the University of Kerala. All the regulations regarding reservations are strictly followed. Admission Committee having due representation from all the departments, streamlines all the procedures in a meticulous way. The Committee scrutinises and verifies admission related documents and provide necessary support to the parents and faculty. Admission committee meets periodically and engage in completing the admission procedure by updating the seat matrix to the University portal on time, thus enabling in the timely completion of admission with zero error or grievances.
Industry Interaction / Collaboration	Academic programmes are linked to industries and other social sectors by means of joint ventures like field visits/internships. National Service Scheme , Women’s Cell, and other various clubs and cells have collaborated with Non-Governmental Organisations, Government and Aided Schools in organising extension and outreach programmes. Entrepreneurship Development Club of the college is provided support by the Kerala State District Industries Department through offering On the job training to our students. The college has also made best use of the innovative practices of the Department like ASAP,SSP,WWS for engaging in collaborative activities with industries and people who have industrial expertise
Human Resource Management	Participative management is the key technique involved human resource management. The college office provides necessary financial and administrative support making the optimum use of the human resources allotted to the

college. PTA has also provided support in ensuring competent service of the hired staff. The Staff adviser of the College union enables the student representatives to perform in the best interest of the students. Staff Club and the PTA intervenes in the conduct of the formal and informal functions like merit day, college day etc which has in fact brings about better congruence among all the stakeholders of the college.

Library, ICT and Physical Infrastructure / Instrumentation

Library has more than 17000 books and around 15 journals and periodical subscription in the college library. The library has been shifted to a new hall adequate facility for reference. Most of the classes of all departments are converted to smart classes with over the top projector and wifi facility. The college has a state of art Centralised Computer Centre with facility for online Learning and also reprographic and printing facility is made available to the students are concessional rate. The college has three seminar halls and EDUSAT room for facilitating Multimedia teleconference. Online UPS support has made Mathematics and Physics Department labs ready available for practical examinations

Research and Development

Undergraduate and Postgraduate programmes have research projects integrated to it. Faculty have taken steps to make the programme research lead. The research projects undertaken by the undergraduate students are abled guided and supported by the department faculty. College authorities have provided necessary facilities for the students to engage in field based research projects. Seminars and workshops on research methodology has been conducted utilising plan fund for promoting research culture among the students. The postgraduate department of Sociology is functioning as Research Centre in Sociology affiliated to University of Kerala. Research scholars registered with the Research Centre at college are provided training on research methodology to appear for the Course work as part of their PhD programme

Examination and Evaluation

Examination both internal and university are strictly conducted under the guidance of the concerned

committees. The internal examination is conducted by pooling the resources under the guidance of the College Level Monitoring Committee. A centralised timetable is prepared by CLMC for the smooth conduct of internal examination and the publication of result. Information regarding the internal exam timetable is prepared well in advance. The internal examination is conducted as model examination, on the basis of evaluation and grading of the internal exams, the course co-ordinators provide feedback to the students which in fact have helped in improving their performance for University examination.

Teaching and Learning

Student centred teaching and learning practices are followed in the college. A tutor's dairy is maintained in which all the details of the students are entered to gauge the student progression. Co-curricular activities are promoted by providing orientation about it during induction meeting of each new batch. The learners were effectively streamlined to join capability building programmes and schemes conducted under the Directorate of Collegiate Education. Career guidance and skill up gradation programmes were conducted periodically to enhance learner's exposure to skill based sectors.

Curriculum Development

The faculty of the college regularly participates in the curriculum development programmes organised by the University of Kerala in the capacity as Board of Studies members. Funds received from state plan fund for the curriculum based field visits and for academic-industry linkages have been used effectively. Activities of the various cells and committees of the college have always augmented the curricular transactions. Sasthrayan an outreach activity to link the college to the local community designed and executed by RUSA, was very successfully conducted at the college. The most important highlight of Sasthrayan was that all the curriculum based activities of the college was demonstrated and exhibited before the public , thus making us more confident

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
-------------------	---------

<p>Student Admission and Support</p>	<p>Admission process is done through the online single window system by the Kerala University Admission portal. The Admission Committee disseminates all information regarding admission procedures via college website. Applications for Central Sector Scholarships are invited online. The students are provided guidance for applying for the same. Tutors and the Nodal Officer for scholarship provide assistance to the College office in processing and verification of the documents supporting scholarship application.</p>
<p>Examination</p>	<p>Registration to semester end Examination, Allotment of admission tickets, and publication of result were done in the Kerala university examination portal. Students, Teachers and college office have access to the examination portal using their authorization ids and security passwords. Facility for result analysis within the colleges and among colleges can also be done using the features of the portal.</p>
<p>Planning and Development</p>	<p>Planning Board headed by the Principal and constituted by the senior faculty members and office superintendent prepares short term and long term plans for the college. Plan proposals are invited from all departments and the compilation of the plans using spread sheets. Both soft copies and hard copies of the plans are forwarded to the Directorate of Collegiate Education through proper channel.</p>
<p>Administration</p>	<p>The college website services as an information portal ,E-tenders through college website. The college office is computerized with print and reprographic facility. The group mail of the faculty is used as a channel for communication.</p>
<p>Finance and Accounts</p>	<p>Salary of employees in the college is managed using Service and Payroll Administrative Repository System SPARK which is an integrated payroll accounts information system. E-tenders are being executed for the purchase of lab equipment. GeM Portal e-market place is used for the purchase of the electronic equipments. The college is registered with the PFMS portal for digital money</p>

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2017	National Seminar on Indian Economy: Current Issues and Challenges	Nil	14/12/2017	16/12/2017	48	Nil
2018	National Seminar 'Social In tervention s for Quality Care in Later Life'	Nil	04/01/2018	06/01/2018	45	Nil
2018	workshop on Women E mpowerment and Legal Support	Nil	08/03/2018	08/03/2018	22	Nil
No file uploaded.						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Capacity Building Programme	1	14/02/2018	16/02/2018	3
Refresher	1	31/07/2017	25/08/2017	26

Course in Sociology				
Refresher course-Research Methodology in Social Science	3	04/09/2017	23/09/2017	20
Orientation Course	1	04/01/2018	31/01/2018	28
No file uploaded.				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
31	31	18	18

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
General Provident Fund, State Life Insurance, Group Personnel Accident Insurance Scheme, Medical reimbursement	General Provident Fund, State Life Insurance, Group Personnel Accident Insurance Scheme, Medical reimbursement	Students are provided access to the different welfare schemes of various Govt departments, Welfare Boards and Trusts. All facilities are provided to the students to avail concession related to travel expenses. Course certificate is provided to students for applying for hostel accommodation at concessional rates

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

External audit is conducted by the Audit wing of the Directorate of Collegiate Education and by the Audit and Accountant Generals Office. The suggestions raised in the audit report is discussed in the governing body of the college ie, college council to take further steps. Funds obtained from other agencies like UGC, MHRD, ICSSR is audited by Chartered Accountants and the Statement of Accounts is kept in the college office. PTA funds raised in the college are also subjected to annual audit by chartered accountant.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
No file uploaded.		

6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Directorate of Collegiate Educaiton	Yes	Department Council, Department Level Monitoring Committee and College Level Monitoring Committee
Administrative	Yes	Audit session, Directorate of Collegiate Education, Audit and Accountant Generals Office	Yes	Local Fund Audit, Chartered Accountants

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

Parents Teachers Association of the college provides leadership for maintaining and fostering good relationship between faculty, parents, and students of the college The PTA Executive committee has been contributing to the effective administration of the college by assisting in the academic, extra-curricular and management related activities. Advances provided by the PTA have been used in the provision of the salary of the guest lecturers and towards meeting certain urgent establishment charges.

6.5.3 – Development programmes for support staff (at least three)

Staff club of the college conducts programme for facilitating the support staff for their distinctive achievements. Pooling of resources and crowd sourcing is conducted to assist the supporting staff in case of any distress.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

Rampant action has been taken up to procure 3 acres of land to meet the mandatory limits Proposals has been submitted to the Directorate for sanctioning of more programmes. Steps has been taken to incorporate more curriculum enrichment programmes in the courses like field visit, exposur visits etc

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2017	Induction programme was	23/06/2017	14/08/2017	15/08/2018	140

organised for the first year under graduate and post graduate students. The programme was well taken by the parents and the students. Convenors of Cells/Clubs and Committees addressed the newly inducted students and a brief

2017	Faculty were provided necessary assistance for preparing proposals and submitting the same before agencies like UGC,RUS A,MHRD,KSHEC for improving the academic and infrastructure facilities of the college	23/06/2017	11/07/2017	14/07/2017	31
2018	Sastrayan-2018 was conducted using RUSA fund . The exhibition organised as part of the programme was very	17/11/2017	27/02/2018	28/02/2018	22

	much appreciated by the public				
2018	Women Amenities Centre was renovated with RUSA fund and the work order was given to Habitat group	17/11/2017	16/01/2018	31/05/2018	25
No file uploaded.					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Gender Walk	08/03/2018	08/03/2018	42	6
Women and Work - Gender Roles for Modern women - experience sharing and discussion	06/03/2018	06/03/2018	32	8

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
<p>Plastic Free Campaign in College and Local Community through house campaigns 23rd to 29th October, 2017 National Service Scheme (Units 24 A and B) in collaboration with Neyyatinkara Municipality World Environment Day Celebrations: Maram Oru Varam, 5th June, 2017 National Service Scheme (Units 24 A and B) in collaboration of Department of Forestry, Government of Kerala Conducted survey on Cleaning process in Post Attukal Ponkal Festival period on 1st and 2nd February, 2018 National Service Scheme (Units 24 A and B) in collaboration with Thriuvananthapuram Municipal Corporation Habitat EXPO in Habfest'30 - Cost effective Waste management for ecofriendly homes Habitat Technology Group under the leadership of Padmasree G. Shankar, Poojappura, Trivandrum conducted by Women's Cell</p>

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	46
Ramp/Rails	Yes	8
Scribes for examination	Yes	34
Special skill	Yes	34

development for
differently abled
students

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	3	3	08/03/2018	1	WSU program 'Spare a Minute, Spread a Smile'	Elderly care and social support to the needy, visits to BUD School, Day Care centre for the aged	9
2017	3	3	01/11/2017	10	Know your neighbourhood programme	Social Auditing, development programs in grass root level, women empowerment, national and state level schemes for rural development	18
2018	3	3	22/03/2018	1	Green Amigos - the Pro-eco Volunteers	Environment friendly activities, campaigns and awareness classes	14
2017	1	1	23/10/2017	5	Plastic Free Campaign in	Student groups made house	67

					College and Local Community through house campaigns	visits to create awareness about avoiding plastic and to promote reuse	
2017	1	1	17/12/2017	1	Organ Donation Awareness Campaign in College and House visit for conscientisation	To spread the message of the organ donation and a love for humanity	80
2017	2	2	23/12/2017	2	Kurunnu vayanakko ru Kaithangu (A gentle support for promoting reading habits among Pre schoolers) sponsored distribution of free children's books	a programme for free distribution of 250 children's books for encouraging reading habit	52
2018	1	1	06/01/2018	1	Oakhi Cyclone Relief in Fishermen settlement in Pozhiyoor Panchayat	To provide moral support for the fishermen community who were in severe economic hardship due to loss of livelihood means	26
2018	1	1	01/02/2018	1	Conducted survey on	In collaboration with Thir	12

Cleaning process in Post Attukal Ponkal Festival period	uvanantha puram corporation
---	-----------------------------

No file uploaded.

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
College Calendar	11/09/2017	College calendar is published as a hand book for all the stakeholders like students, parents, faculty and non teaching staff. Clear guidelines are provided in the handbook for the proper conduct in the college office, library, gymnasium etc

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Celebration of independence day	15/08/2017	15/08/2017	36
Celebration of Gandhi Jayanthi	02/10/2017	02/10/2017	43
Celebration of Republic Day	26/01/2018	26/01/2018	54

No file uploaded.

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Plastic Free Campaign was practiced in College and Local Community through campaigns under the leadership of National Service Scheme(Units 24 A and B) in collaboration with Neyyatinkara Municipality from 23rd to 29th October,2017 World Environment Day Celebrations was celebrated in the college by organizing a programme Maram Oru Varam on 5th June,2017 by National Service Scheme(Units 24 A and B) in collaboration of Department of Forestry, Government of Kerala A Vermi compost was set up in the campus on the basis of the exposure that the PG Sociology students had at Habitat EXPO in Habfest'30 - Cost effective Waste management Green Amigos - the Pro-eco Volunteers conducts Environment friendly activities, campaigns and awareness classes in the campus

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1.Sathrayan a project of RUSA Kazcha-2018 An edition of Sathrayan a project of RUSA Kazcha-2018 was organised in the college on February 27,28,2018. All the departments arranged several programmes for introducing the public and local community with the academic and research related activities of the college. The entire college premise was turned into an venue for exhibiting the teaching and learning ecosystem which prevailed in the college. Poster presentations on literary figures and results of the research projects, live demonstrations on

mathematical principles in daily life, learning with fun games for improving vocabulary, documentary shows and symposiums on income tax calculations, prototypes on economic principles, talks and debates on Sports Ayurveda, presentation on sports skills, exhibition on numismatics, collaborations with Suchitwa Mission, Social Security Mission, Gender sensitisation campaign were some of the highlights of the programme. The exhibition was organised keeping in line with the social commitment of the centres of learning towards local community. The active participation of the residents as visitors to the sasthan venue is a glimpse of the success of the same. The Theatre is an initiative of the Department of Communicative English to create atmosphere for the faculty and students to watch the film together and to discuss and debate, to turn movie watching into a learning experience in itself. The films are specifically selected from a wide variety of linguistic and cultural differences. This offers an insight into the life of different characters, how their perspectives differ and how they handle different situations. It also enhances the level of understanding of a film, the competence to critically watch it and to analyse its content, technical aspects, language etc. This in turn, encourages them to watch a variety of movies and to come up with reviews of these movies. Learning is made wholesome through these activities.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

https://www.knmgovtcollege.ac.in/images/Sarjin/2021/sasthan_2018_Report_.pdf

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The vision of the college is to impart value based quality education that makes the students intellectually fit and socially committed in every realm of life. The students will be encouraged to identify their talents and also in developing their talents for the betterment of the self and the society at large. This vision of the college has been successfully integrated with all the academic, co-curricular and extra-curricular activities. Situated in a rural area with close proximity to coastal population, the college gives primacy to integrating the learning experiences at college with the community at large. Most of the curriculum enrichment programmes like field projects and extension activities are primarily aimed at making the students sensitive to social issues. Free softwares are encouraged in the computer labs and FOSS based initiatives are given importance in the curricular transactions. Mentoring and tutorial system is documented properly to prevent dropout rate among students. Participative and decentralised management practices are adopted for the conduct of the administrative and academic activities of the college. Parents Teachers Association, College Development Council, College Council and Students Council ensures free and fair academic atmosphere in the college, so that every student admitted to the college inherits a right attitude to face the world with immense confidence.

Provide the weblink of the institution

<https://www.knmgovtcollege.ac.in/index.php/homepage>

8.Future Plans of Actions for Next Academic Year

The college aims to further improve the teaching and learning ecosystem to make it a much sought after institution of higher education. Preparation of a detailed project report for acquiring more land for the college is the prime most necessity of the college. The present campus area has been fully utilised, the further developments can be planned only on the basis of the land acquisition. College hostel, playground and student amenity centre are the urgent

Infrastructural facilities which has to be built to make the campus more student friendly. More Post Graduate programmes can be introduced as many of the Undergraduate programmes can act as feeders. Wi-fi facility has to be provided free of cost for all the students in order to encourage more access to online resources and databases. Interdisciplinary engagements has to be encouraged in the college thus facilitating brainstorming of the faculty and students for instilling problem solving skills.