



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>	KNM GOVERNMENT ARTS AND SCIENCE COLLEGE, KANJIRAMKULAM
Name of the head of the Institution	Dr. Anuradha. V.K
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, Thiruvananthapuram
City/Town	Thiruvananthapuram
State/UT	Kerala
Pincode	695524

<b>2. Institutional Status</b>					
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			
<b>3. Website Address</b>					
Web-link of the AQAR: (Previous Academic Year)		<a href="http://www.knmgovtcollege.ac.in/images/naac_ssr_2016.pdf">http://www.knmgovtcollege.ac.in/images/naac_ssr_2016.pdf</a>			
<b>4. Whether Academic Calendar prepared during the year</b>		No			
<b>5. Accreditation Details</b>					
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
<b>6. Date of Establishment of IQAC</b>			03-Oct-2008		
<b>7. Internal Quality Assurance System</b>					
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	
IQAC has acted as Documentation and Record maintenance for placement of faculty		31-May-2019 60		16	

Incorporate Interdisciplinarity in the Seminars organized at college	13-Nov-2018 3	85
Organise Department wise Induction and Orientation programme for the first year Under graduate and post graduate students	13-Jul-2018 2	140
Upgradation of college website	04-Jul-2018 90	670
Assist RUSA Co-ordinator in preparing IDP	04-Jul-2018 30	670
Support Planning Committee in the preparation of proposals for KIIFB	04-Jul-2018 90	670
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**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
College	Sasthrayan	RUSA	2018 2	80000
English	FDP	UGC	2018 90	155928
College	State Plan	Government of Kerala	2018 120	2513202
College	Non State Plan	Government of Kerala	2018 90	346060
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**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 :**

3

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**

No

during the year?	
<b>12. Significant contributions made by IQAC during the current year(maximum five bullets)</b>	
Department and Discipline wise Induction and Orientation programme for the first year Under graduate and post graduate students was conducted . The convenors of new initiative like WWS ,SSP and ASAP also to participate in the Induction and Orientation programme	
Up gradation of the college website and to encourage faculty and students to use website as information repository.	
IQAC have acted as Documentation and Record Keeping Cell for the processing of placement proposals received from faculty of the college. The IQAC have vetted placement applications by verifying the supporting documents in accordance with UGC Regulation. Verified application were placed before the Screening Cum Evaluation Committee and final submission with recommendation was forwarded to Directorate of Collegiate Education, Govt of Kerala through proper channel.	
Supported Planning Committee of the college in the preparing of proposals for the KIIFB(Kerala Infrastructure Investment Fund Board)	
Incorporate Interdisciplinary collaborations within the college for the conduct of the Faculty Development Programmes	
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**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	Achivements/Outcomes
Conduct of department and discipline wise Induction and Orientation programme	Department and Discipline wise Induction and Orientation programme for the first year Under graduate and post graduate students was conducted . The convenors of new initiative like WWS ,SSP and ASAP also to participate in the Induction and Orientation programme
Upgradation of College website to serve as knowledge repository	Up gradation of the college website and to encourage faculty and students to use website as information repository.
Act as Support mechanism for Faculty placement and promotion	IQAC have acted as Documentation and Record Keeping Cell for the processing of placement proposals received from faculty of the college. The IQAC have vetted placement applications by verifying the supporting documents in accordance with UGC Regulation. Verified application were placed before the Screening Cum Evaluation Committee and final submission with

	recommendation was forwarded to Directorate of Collegiate Education, Govt of Kerala through proper channel.
Ensure Support mechanisms	Supported Planning Committee of the college in the preparing of proposals for the KIIFB(Kerala Infrastructure Investment Fund Board)
Catalytic for innovation in academics	Incorporate Interdisciplinary collaborations within the college for the conduct of the Faculty Development Programmes
Collaborate with RUSA	Assist RUSA Co-ordinator in preparing the Institutional Development Plans of the college and in filling the Institutional Plan templates
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<b>14. Whether AQAR was placed before statutory body ?</b>	Yes
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Name of Statutory Body	Meeting Date
College Council	16-Dec-2021

<b>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</b>	No
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<b>16. Whether institutional data submitted to AISHE:</b>	Yes
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Year of Submission	2019
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Date of Submission	20-Feb-2019
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<b>17. Does the Institution have Management Information System ?</b>	Yes
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If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>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 disbursement 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</p>
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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 courses offered as part of the different programmes offered at the college were updated after syllabus revisions undertaken at University of Kerala, to which our college is affiliated. 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 Library has more than17000 books which cater to the needs of the students .In addition the college is registered with INFLIBNET.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Certificate in Library and Information Science (CLIS C)	Nil	10/08/2018	50	Employability	Library cataloguing
	Nil	26/02/2019	50	Employability	Library

## 1.2 – Academic Flexibility

### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
MCom	Finance	18/07/2018
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### 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
MCom	Finance	12/06/2018

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

	Certificate	Diploma Course
Number of Students	60	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
Walk with Scholar	16/10/2018	90
Student Support Programme	24/10/2018	150
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### 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Field visit to NGO-Uravu and tribal settlements at Wyanad	27
MA	Rural Technology Park at National Institute for Rural Development and Panchayati Raj (NIRD-PR) at Rajendranagar	19
BCom	Basrur Uniseal Ltd. in Bangaluru (Metals & chemicals & Atharva polimers. Doddabetta Tea Factory, Tea Museum and Botanical garden in Ooty,	35
BSc	Cochin University of Science and Technology	26

	(CUSAT) ,C-SiS (Centre for Science in Society), Science Park, ISRO pavilion, Herbal Park and IEEE centre for electrical engineers and STIC (Sophisticated Test and Instrumental Centre). Rajagiri School of Bu	
BA	Ethnographic study -Kadalarivu - conducted at Puthiyathura Coastal village Trivandrum	37
BA	Qualitative study on Plights and Challenges faced by Handloom Industry in Balaramapuram	37
BA	Case study of day care centre for the elderly Pakalveedu, Punnakkulam, Kanjiramkulam to understand the Challenges of growing population of elderly in rural areas of Kerala	37
BA	Survey on IT at School - New Educational Policy in Kerala ; conducted at Govt. Higher Secondary School, Kanjiramkulam	37
BA	Survey in Manaveli ward to study the impact of Development induced displacement	37
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
Feedback on curriculum was collected from all the stakeholders and the results were analyzed to take steps to rectify the entire shortcoming and to further strengthen the aspects to which positive feedback was received. Five point scale ranging from Strongly agree to Strongly disagree was used to assess the feedback of the students. The major indicators used for the feedback assessment



are :Effectiveness of the courses studied, Increase in creative thinking capacities, Timely completion of assessment and evaluation, Use of ICT enabled teaching and learning methods, Flexibility in opting for open courses offered by departments, Participation in co-curricular, extra-curricular and extension activities, Rating of Sasathrayan-2018 in making the college a public utility, Role of courses in ensuring employability, Efficiency of library and other e-learning resources, Significance of academic calendar in improving learning. On the basis of the analysis of the feedback it was decided to place more proposals and plan for increasing the community extension activities by different department/cells/clubs, on the basis of the positive feedback to Sasthrayan-2018 when the entire college premises were opened to public it was a great exchange ideas. Career guidance and placements cells have to organize more in-house training programmes for improving the skillsets of the student's .In addition to open courses other interdisciplinary courses should be designed so that students from all departments have an atmosphere to learn and act together. The feedback of curriculum was collected from faculty to assess their response to the way curricular transactions were done in the college. A five point scale was used to assess the range of the responses. The indicators which were used for collecting feedback were :Right blend of core, foundation, complementary and elective courses in the programme, Students were given freedom to choose open courses, Continuous assessment of all the courses were completed on time, CT enabled teaching and learning methods (ppt, videos , free software ) were used, Courses were taught by integrating latest development in the subject, Students were provided innovative activities as part of internal assessment, Courses has improved employability prospects of the students, Learning at the college has increased the employment prospects of the students, Library facilities and other e-learning resources are available in the college, Atmosphere of the college is adequate for up skilling teaching and research activities. It was decided to recommend starting of Open courses and more elective courses can be introduced ,Innovative learning and assessment practices can be encouraged, Employment opportunities be assessed through on the job training for which teachers can take lead . The feedback on curriculum was collected from parents on a five point scale on the proxies related to the learning outcomes which they believe that their wards have achieved from studies at college such as :Increase in subject knowledge, Access to learning resources, Quality of teaching has helped in improving learning capacity, Curriculum related engagements has increasing learning capacity. The feedback on the learning experience was taken from Alumni on the basis of the indicators like Increase in subject knowledge, Essential reference and learning were available ,Assessment and evaluation was done in an effective way, Could participate in the co-curricular, extra-curricular and extension activities ,Learning atmosphere in the college has improved capabilities, skills and knowledge. The feedback on curriculum was taken from the employers on the performance of the employees on the basis of the curriculum. The indicators used to the survey were: Ability to innovate, Knowledge in recent developments in subject, Imparting of communication and team building skills, Participate in the co-curricular, extra-curricular and extension activities have increased social sensitivity, Learning atmosphere in the college has improved learning and adaptation capabilities.On the basis of the feedback it was decided to recommend to Conduct of the periodic assessment, its evaluation and collection of feedback has be part of academic audit after each semester, Field based projects should be conducted as part of the curriculum transactions, More collaborations and linkages has to be established with the industries and distinguished alumni

## **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
BA	Economics	53	Nil	53
BA	Sociology	53	Nil	53
BA	Communicative English	30	Nil	30
BCom	Commerce	32	Nil	32
BSc	Mathematics	29	Nil	29
MA	Sociology	26	Nil	26
MCom	Finance	20	Nil	20

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## 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
2018	220	49	35	Nil	35

## 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
35	35	Nil	18	18	Nil

[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 college is a centre for Higher Education located in the rural area, catering to students mostly more rural and remote parts of Thiruvananthapuram district. As the five programmes offered at the college are at Under graduate level, the UG students constitute the lionshare of student community. The students who joins the college have to be given guidance about carrying out studies with the help of the library reference books, rather than depending on the textbooks alone. In order to prune the students to face the challenges of learning in higher education institutions, mentoring is essential. The students have a lot of apprehensions while they join the college from the dress code to the medium of instruction. 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 within the college and has also been very instrumental in the formation of the alumni associations. Mentoring system is getting reinforced by the Tutors diary 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
713	35	1:20

## 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
35	35	Nil	4	9

### 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 S Nair	Assistant Professor	Early Career Academic Award for scholars from Developing Countries - International Society for Quality of Life Studies, USA

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## 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	26/08/2019	16/10/2019
BSc	Mathematics	VI	25/04/2019	25/05/2019
BCom	Commerce	VI	25/04/2019	22/05/2019
BA	Communicative English	VI	25/04/2019	22/05/2019
BA	Sociology	VI	25/04/2019	25/05/2019
BA	Economics	VI	25/04/2019	25/05/2019

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

Continuous Internal Evaluation of the students was undertaken through attendance, assignment seminar presentations and internal examination. College Level Monitoring Committee in course of its routine meeting evaluates the progress of the classes and supervises conduct of the internal examination.

Collaborating with the Department Level Monitoring Committee, internal examination of the language courses and open courses were conducted in a fool proof manner. Exam duty list for the supervisors were prepared well in advance. The college had developed an elaborate and efficient system for the conduct of the examination and for the submission of the evaluation and feedback to the students on time. During the induction programme for graduate and post graduate students they were provided information about the rubrics of writing assignments and seminar presentations. Online submissions of the assignments were permitted to equip the students with ICT based skills. The course co-ordinators have also devised micro surveys, arranged field visit and conducted film festivals to substantiate continuous learning. These co-curricular activities were integrated to the continuous assessment as part of experiential learning. Seminar presentations were facilitated through power point presentations making the best use of the smart classrooms in departments. Student seminar Power Points Presentations also well documented and preserved as digital archives. Posters and flowcharts prepared for the seminars are preserved in the classroom as learning material. Computer lab facility in the department and in the Centralized Computer Centre is made available to the students for preparing internal assignments and for lab related practice.

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

The University of Kerala sends the academic calendar to the affiliated colleges after the completion of the admission procedure. Online registration is done in the University exam portal. The candidate codes of the students are generated in the exams portal once enrolment process is completed. All the examination related matters are managed through this portal. Registration of the students under goes a three level verification -tutor, head of the department and at the Principal level. As strict adherence to attendance is mandatory, the students who fail to secure adequate attendance are provided facility for condonation subject to two times in during their academic programme. Internal examination which is part of the continuous assessment are co-ordinated and executed under the guidance of the College Level Monitoring Committee(CLMC) and Department Level Monitoring Committee(DLMC). 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	Programme	Programme	Number of	Number of	Pass Percentage
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Code	Name	Specialization	students appeared in the final year examination	students passed in final year examination	
220	BSc	Mathematics	34	26	76
159	BCom	Commerce	38	32	84
133	BA	Communicative English	35	31	88
156	BA	Sociology	57	30	53
150	BA	Economics	54	31	57
560	MA	Sociology	22	22	100
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## 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\\_2018-19.pdf](https://www.knmgovtcollege.ac.in/images/Sarjin/2021/Student_Satisfaction_Survey_on_Institutional_Performance_2018-19.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
International Projects	360	International Research Network of Hope Barometer 2019, University of St. Gallen, Switzerland	0	0
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### 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
E Learning and Computation Techniques	Physics	28/11/2018
Artscape: Imaging Imagination	English, Malayam, Hindi	14/11/2018
Qualitative and Quantitative Designs in Social Science	Commerce	10/10/2018

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 !!!				

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### 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
Entrepreneurship Club	ED Club	District Industries Centre	Glass painting	Glass designing	16/08/2018

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### 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
Commerce	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	Nil
National	English	3	3.79
International	Sociology	1	1.23

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#### 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
English	1
Commerce	2
Sociology	2

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#### 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 !!!						

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#### 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
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No Data Entered/Not Applicable !!!

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	2	8	12	1
Presented papers	10	6	1	Nil
Resource persons	2	2	3	1

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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
Blood Donation Camp on 21st March, 2019	National Service Scheme (Units 24 A and B) in collaboration All Kerala Blood Donors Society	2	72
Snehapoorvamannam (Collection and Distribution of provisions to needy among the local community) on 22nd March, 2019	National Service Scheme (Units 24 A and B) in collaboration with Department of English	3	30
MoU for social extension activities for the poor and needy JwalaSathi	WSU and Jwala Foundation, Trivandrum	1	32
Volunteers for Flood Relief 16th August to 19th August, 2018	National Service Scheme (Units 24 A and B) in collaboration with Kerala University Unit	2	65
KurunuvayanakkoruKaithangu (A gentle support for promoting reading habits among Preschoolers) a programme for free distribution of 250 children's books (Phase IV) on 26th	National Service Scheme (Units 24 A and B) in collaboration with Govt HS Kanjiramkulam	2	73

July, 2018			
Study Material Distribution	Department of Economics LP School, Nellimood	4	30
KurunnuvayanakkoruKaithangu (A gentle support for promoting reading habits among Preschoolers) a programme for free distribution of 250 children's books (Phase III) on 19th July 2018	National Service Scheme(Units 24 A and B) in collaboration with LMS LPS Karichal	2	64
Interaction visit to Mother Theresa Differently Abled Home at Pulluvila on 18th January, 2019	National Service Scheme(Units 24 A and B)	2	65
Spent a Day with the Aged	Department of Sociology Bethel Gram, Old Age Home, Trivandrum	1	26
Flood Relief Activities and volunteering at Collection Centre in Cotton hill Girl's High school, Vazuthacaud, Trivandrum,	Women Study Unit - Flood Relief Activities	3	24
<a href="#">View File</a>			

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
Blood Donation drive	Distinguishing Contributor	All Kerala Blood Donors Association	Nil
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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
SBSI	MHRD and Panchayth	Cleaning the locality near the campus	1	44
Reading	Women Study Unit	Your Choice our voice	2	7



SwachhBharath	Women Study Unit Green Amigos	Campaign and awareness program on Kitchen Garden and Terrace farming	1	9
Gender empowerment	Janamaitri Police	Self defence training for girls	3	116
Elderly Issues	WSU and JwalaSathi	Awareness about Helpline Number for Aged	2	125
Gender issue	Legal Service authority of India	Seminar on POCSO Act	3	35
Gender issue	WSU and Janamaithri Police	Lecture on Women and Legal Support	2	89
Swatch bharath summer internship programme	MHRD Govt of India	Summer internship programme	1	44
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### 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
Field survey conducted for VASARAM - an NGO for Elderly Well Being, Trivandrum February 2018	6	NGO Vasaram	14
Exhibition cum sale of the products by Pure Living Foundation, Ernakulam	12	Pure Living Foundation, Ernakulam	1
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#### 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

Mentoring and on the job training	ED Club	Kerala state industries department	05/06/2017	21/03/2018	Nil
UBA	Unnath Bharath Abhiyan	UBA	Nil	Nil	Nil
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, State level NGO	Nil	Social support for poor, needy and homeless. Hunger-free district program by the NGO, legal support for the aged and destitute	45
UBA PROGRAMME with panchayath	Nil	Village adoption	40
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
25.13	23.37

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Classrooms with Wi-Fi OR LAN	Existing
Video Centre	Existing
Seminar halls with ICT facilities	Newly Added
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Campus Area	Existing
Class rooms	Existing
Laboratories	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	Nature of automation (fully)	Version	Year of automation
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software	or partially)		
LIBSOFT	Partially	4.1	2009

#### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
	Text Books	17156	794532	592	303902	17748
Reference Books	181	207920	54	33718	235	241638
Journals	11	22000	Nil	Nil	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	104	30	0	1	30	11	29	50	0
Added	0	0	0	0	0	0	0	0	0
Total	104	30	0	1	30	11	29	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
ORICE STUDIO	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
21.5	21.2	4.5	3.7

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 procedures for all purchases are routed through e-tender/tender/quotation process as per Kerala purchase rules .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. 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. Stock verification of library books, furniture , electrical and electronic equipment are conducted every year and the reports are subjected to department level audit.

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

## 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	Post Matric/CSS	44	470000
Financial Support from Other Sources			
a) National	Suvarana Jubilee Merit Scholarship	17	170000
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	14/09/2018	150	Directorate of Collegiate Education
Walk with Scholar	26/10/2018	90	Directorate of Collegiate Education and other training bodies

[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
2018	UGC/ NET coaching	8	Nil	3	Nil
2018	Scope of MBA as higher education choice	44	Nil	Nil	Nil
2018	Sociology as a Civil Services Exams optional	56	Nil	Nil	Nil
2018	Employment Linked Computer Skills	49	Nil	Nil	Nil
2018	Skill Development for Female students	45	Nil	Nil	Nil

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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
3	3	14

**5.2 – Student Progression**

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Muthoot Fincrop	24	2	Nil	Nil	Nil

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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
Nil	9	B.Sc		Govt	M.Sc

			Mathematics	College for Women, Tvpm, University College, Palayam, ,MG College Tvpm, Govt College Kariavatom	Mathematics
2019	2	MA	Sociology	Department of Sociology, University of Kerala School of Social Sciences, MG University	M.Phil, Ph.D
2019	24	BCom	Commerce	University of Kerala, TKM College Kollam, Mannaniya College of Arts and Science, Palode, Rajagiri Business School, Kerala University Institute of Management	MCom, MBA, CA, PGDCM
2019	10	BA	Economics	VTM NSS college, Dhannuvachapuram, Govt. Arts college, Thycaud,	MA Economics
2019	14	BA	Sociology	Department of Sociology, University of Kerala, Loyola College of Social Sciences, Tvpm, School of Distance Education, University of Kerala, Govt KNM Arts and Science College, Kanjirankulam,	MA Sociology, MSW

2019	14	BA	Communicative English	Central University of Karnataka, University of Hyderabad, University of Kerala, IGNOU	MA English, MA Sociology, LLB, MA International Relations
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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	2
SET	2
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Coaching camps for Football, Cricket, Volleyball, Archery, Kabaddi, Athletics men amp women , Judo men amp women, wrestling men amp women, Weight lifting men amp women, power lifting men amp women, Boxing, Taekwondo amp best Physique	College	130
Nattarangu 2018 Kerala Piravi Celebrations on 1.11.2019	College	116
Nilavu 2018 KNM Arts Fest on 12.3.2019	College	136
College Day Celebrations	College	147
Annual Athletic Meet 15.3.2019	College	168
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### 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
2019	5th position	National	Nil	Nil	1561711405	VIJIN R S
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 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:

286

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

8000

5.4.4 – Meetings/activities organized by Alumni Association :

Old Students Association of Sociology department in the annual alumni meet honoured the former faculty of the department. Dr. Abraham Vijayan, Dr. Rejula PK and Dr. Sunil John were present during the occasion. The OSA has donated 10 steel plates and glasses for strictly adhering to the green protocol at the department. 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 are named as Kalpanikam the members every year on October 2nd. The members of Kalpanikam ensures reunion of the faculty who have been teaching in the department since its inception.

### 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)



The College is affiliated to University of Kerala and is public institution funded by the Government of Kerala. The administration of the college is under the guidelines issued by the Directorate of Collegiate Education. College Staff Council College Development Council, Internal Quality Assurance Cell, Parents Teachers Association and College Union are the main bodies which ensure participative management of the college. In the day to day administration of the college, Principal and Vice principal are provided able support and guidance by these committees. 1.College Level Monitoring Committee(CLMC) and Department Level Monitoring Committee(DLMC) The academic programmes of the colleges are affiliated to University of Kerala. In order to ensure participative management of the academic engagements as per the Choice Based Credit and Semester Sytem (CBCSS) there are two bodies at the college level.CLMC is constituted of the Heads of the department of various faculties. In this academic year also CLMC has met periodically to ensure smooth and efficient conduct of the continuous evaluation process of the different programmes of the college. DLMC is convened following the CLMC to strictly follow the guidelines framed by the CLMC in the conduct of the continuous evaluation .Academic audit is also undertaken as part of the Monitoring Committee meeting. Students grievances related to the internal evaluation are also addressed by these committees. 2.College Development Committee(CDC) CDC is constituted with District Collector as Chairman, Principal of the College as Secretary and Treasurer, One teacher nominated by the College Council, Vice-President of the P.T.A, President of the Alumni Association, Chairman of the College Union, Executive Engineer (Buildings) Four persons to be nominated by the Director of Collegiate Education from among eminent public personalities. The Committee has proactively engaged in preparing plan for the development of the college with a view to improving the facilities available including construction/maintenance

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
Curriculum Development	Curriculum planning of the college is on the basis of the academic calendar prepared by the University of Kerala to which our college is affiliated. The college has taken lead in making the curriculum transactions more flexible. Learner centred practices are followed in allotting open and elective courses. The students are given option form to choose the open course on the basis of their priority. Students are also provided option form to mark their priority in selection of the club and other cells to which they would like to associate as part of the co-curricular engagements.
Teaching and Learning	Academic engagements of the college is aimed at making studies more learner centred .Students are given an orientation of the teaching and learning activities of the college

through Induction programme. The co-curricular activities like Scholar Support Programme, Walk with the Scholar, Additional Skill Acquisition Programmes were meticulously executed in the college. The teaching process is supported with well laid out master timetable and Teachers' Diary aids the teachers in preparing the lecture plans for the conduct of the courses .Feedback is collected from all the stakeholders of the college to improve the curriculum transactions

**Examination and Evaluation**

Internal examinations conducted as part of the Continuous Evaluation and the University End Semester Examination is conducted in the college in the most efficient way. Examination Committee coordinates all examination related matters with the active support of the of college office. Invigilation duty is distributed equally to all faculty members and schedule related to the invigilation duty is distributed among the faculty well in advance Scribe facility is provided to the differently abled students. All the grievances related to the internal examination are handled by the DLMC and CLMC

**Research and Development**

All the programmes in the college have research project integrated to it. Departments take initiatives in mentoring the students groups and the individuals. The supervising faculty provides necessary documentary support in facilitating field visits during project work. Group based presentations are organised for finalising the project topics and first draft of the research report are also presented in department based seminars. Funds availed by the college was also used to conducting research methodology workshop for faculty and students.

**Library, ICT and Physical Infrastructure / Instrumentation**

Automation of the library has made the functioning of library more efficient. Plan funds earmarked for the purchase of books are utilised to the optimum. Inlibnet based online repository facilities is made available to the faculty and students. Periodic audit of the usage of the Nlist repository indicates that the students and faculty are accessing Nlist data repository frequently. EDUSAT room has been upgraded to ORICE studio for enhancing e-learning. College

	Development Committee funds were used for purchase of necessary furniture for examination halls
Human Resource Management	Each academic year, staff meeting is conducted to discuss and decide on the committees, clubs and cells to be constituted for the management of the curricular, co-curricular and extra-curricular activities of the college. In the present academic year too, after elaborate discussion with all faculty members, the committees were reconstituted under convenors and co-convenors. Various clubs and committees conducts programmes after coordinating with the students
Industry Interaction / Collaboration	Women Cell has collaborated with the Janamaithri Police, Vasaram NGO in skilling up the students. Entrepreneurship Development Club has brought about an active collaboration with the Kerala State Industries Department. Field visits and exposure visits were organised after collaborating with CUSAT and KINFRA
Admission of Students	Admission is conducted through Centralised Admission portal. Admission Committee of the college has received support from the PTA organising admission sessions. All the PTA Executive members have taken turns in supporting the Admission committee by collecting PTA and CDC funds

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

E-governance area	Details
Planning and Development	Plan proposal is submitted to the Director of Collegiate education yearly through DDFS (Digital Document File System). Infrastructure and Academic master plans were also prepared and submitted to Government of Kerala through the proper channel for availing plan fund allocations. These plans were also submitted through DDFS portal
Administration	The website displays all the matters related with the working of the college. Most of the Accounts and documentation process is maintained digitally.
Finance and Accounts	Public Financial Management System (PFMS) is the portal through which all UGC and RUSA funds were routed. Using this system payment to vendors are made by using Payment slips generated using

	this portal. All inflow and outflow of funds is entered through PFMS. SPARK and BHIM are some other E governance used in college office
Student Admission and Support	Kerala University Admission Portal has a Computerised Central Allotment Process which ensures 100 per cent transparency in admission process. Various grants to eligible students were also initiated through the e-Grants portal of Government of Kerala. Students who are eligible for such grants are automatically entered in to the portal at the time of admission itself
Examination	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 authorisation ids and security passwords. Facility for result analysis within the colleges and among colleges can also be done using the features of the portal.

### 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
<b>No Data Entered/Not Applicable !!!</b>				
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)
2018	E Learning and Computation Techniques	Nil	28/11/2018	30/11/2018	70	Nil
2018	Quantitative and Qualitative	Nil	10/10/2018	12/10/2018	74	Nil

	Designs in Social Science Research					
2018	Artsscape Imagining Imagination	Nil	13/11/2018	16/11/2018	88	Nil
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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 Training Programme for College Teachers	2	05/03/2019	07/03/2019	3
FDP in Commerce and Management by KSHEC	1	06/05/2019	10/05/2019	5
Short term course in Business Mathematics and E-Business at HRDC UoK	1	15/01/2019	17/01/2019	3
Teaching, Research and Communication Skill for Teachers at EFLU	22	04/02/2019	15/02/2019	12
Training Programme on Academic leadership by PMMNMTM	1	02/04/2019	05/04/2019	4
SWAYAM ARPIT Online Refresher Course in Curriculum design and E-content development	1	Nil	30/03/2019	Nil
Capacity Building	1	05/02/2019	07/02/2019	3

Training Programme for College Teachers				
No file uploaded.				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
33	33	20	20

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	University of Kerala, Directorate of Collegiate Education	Yes	Department Staff 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. The three important support provided by PTA are 1. Merit awards are instituted for students 2. Advance are provided to meet contingency expenses 3. Assists in the admission processes

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, exposure visits etc. Research integrated and research led teaching and learning practices are encouraged. Efforts are made to create more collaborations with the local bodies

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
2018	Organise Department wise	04/07/2019	13/08/2018	15/08/2018	140

Induction and Orientation programme for the first year Under graduate and post graduate students. The convenors of new initiative like WWS ,SSP and ASAP was also to participate in the Induction and Orientation programme

2018	Up gradation of the college website and to encourage faculty and students to use website as information repository	04/07/2018	Null	Null	Null
2018	Assist RUSA Co-ordinator in preparing the Institutional Development Plans of the college and in filling the Institutional Plan templates	04/07/2018	Null	Null	Null
2018	Support Planning Committee of the college in the preparing of proposals for the	04/07/2018	Null	Null	Null



	KIIFB(Kerala Infrastructure Investment Fund Board)				
2018	Incorporate Interdisciplinary collaborations within the college for the conduct of the Faculty Development Programmes	16/10/2018	Nil	Nil	Nil
2019	IQAC have acted as Documentation and Record Keeping Cell for the processing of placement proposals received from faculty of the college	13/03/2019	Nil	Nil	Nil
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## 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
Most Influential Woman in My Life - A Conversation of women in Malayalam Literary Works - analysis of women in 'Indulekha' and 'Chinthavistaya ya Seetha'.	08/03/2019	08/03/2019	29	7
'Building Smart Rural	08/03/2019	08/03/2019	70	20

Women in India  
- time for  
change' a  
debate

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

Flood Relief Activities and volunteering at Collection Centre in Cotton hill Girl's High school, Vazuthacaud , Trivandrum, WSU - Flood Relief Activities, Trivandrum District Swatch bharaath summer internship programme MHRD Govt of India Volunteers for Flood Relief 16th August to 19th August, 2018 National Service Scheme (Units 24 A and B) in collaboration with Kerala University Unit Collection and Distribution of Flood Relied Materials worth Rs.45,000 National Service Scheme (Units 24 A and B) in collaboration with PTA Kadalarivu - In conversation with the fisher folk at Puthiyathura Village (3.11.18) Coastal Student's Cultural Forum , Puthiyathura

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	36
Ramp/Rails	Yes	6
Braille Software/facilities	Yes	1
Rest Rooms	Yes	36
Scribes for examination	Yes	36

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	01/10/2019	3	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	12
2018	3	3	22/03/2019	3	Know your neighbourhood Program	Survey and campaigns for ecofriendly waste man	12

						agement, neighbourhood cottage industries, women entrepreneurs, self employed women in cottage industries etc	
2018	3	3	05/06/2018	3	Green Amigos	Environment friendly activities, campaigns and awareness classes	12
2018	1	1	Nil	1	Support with learning materials	Study Material Distribution to LP School, Nellimood	30
2018	1	1	19/07/2018	1	Kurunnu vayanakko ru Kaithangu (A gentle support for promoting reading habits among Preschoolers )LMS LPS Karichal	a programme for free distribution of 250 children's books	66
2018	1	1	26/07/2018	1	Kurunnu vayanakko ru Kaithangu (A gentle support for promoting reading habits among Preschoolers ) at Govt HS Kanjir	a programme for free distribution of 250 children's books	75

					amkulam		
2018	1	1	16/08/2018	4	Volunteers for Flood Relief	Collection and distribution of relief materials Collection worth Rs .45,000	67
2018	1	1	14/11/2018	1	Children's Day Celebrations in primary schools of local community	Donation of picture books, charts, drawing sheets and crayons for pre primary school children in Pre primary school, Kanjiramkulam	73
2019	1	1	18/01/2019	1	Interaction visit to Mother Theresa Differently Abled Home at Pulluvila	To make the students aware about the need for inclusive education	Nil
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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	18/09/2018	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
Awareness programme for first time voters	27/03/2019	27/03/2019	76
Celebration of Gandhi Jayanthi	02/10/2018	02/10/2018	44
Celebration of Republic Day	26/01/2019	26/01/2019	42
Celebrations of Independence day	15/08/2018	15/08/2018	85
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Plastic ban is strictly enforced in the campus The water sources are regularly audited to prevent wastage of water ED clubs gives training on production of recycled materials Green protocol is observed during celebrations to reduce waste

**7.2 – Best Practices**

7.2.1 – Describe at least two institutional best practices

.Kurunnu vayanakkoru Kaithangu(A gentle support for promoting reading habits among Preschoolers) Kurunnu vayanakkoru Kaithangu(A gentle support for promoting reading habits among Preschoolers) sponsored distribution of free children’s books) is a programme launched by the National Service Scheme since 2017-18 academic year. More than 1000 Children’s Books were collected by the volunteers and were distributed to Govt UPSAthiyanoor, LMS LPS Karichal (2017-18), Govt Pre-primary school ,Kanjiramkulam (2018-19), SV LPS Pookoodu, Govt. TTI Neyyattinkara amp MTHS Ooruttukala (2019-20). This collaborative programme has been successful in improving the learning ecosystem of both the college students and the preschool children. The upcoming version of the programme in 2021-22 plans to incorporate the students of our college as ‘Student teachers’ whose engagements in the Primary schools would accelerate the effort of the preschool teachers in inculcating reading and creating writing skills among the preschoolers. 2.Entrepreneurship Development Club: The objectives of Entrepreneurship Development Club are to inculcateentrepreneurship qualities, to sensitise industrial scenario of the state, to nurture the latent entrepreneurial talent, develop awareness among its members of the attitudes, values, and skills of successful entrepreneurs around the globe etc. Government has reiterated the importance of Entrepreneurship Development and need for strengthening of Entrepreneurship Clubs in educational institutions and imparting quality training programmes in the Industrial Commercial Policy 2007.ED club in our college have launched several business ideas.During the Kerala Piravi calibration a special programme is conducted for the official releasing of X-mas cap - a special product made by ED club members. Special workshop is conducted and training is givento the ED club members on X-mas cap making. Students also give training on sales. After official releasing club members sold caps in the campus. 8 ED Club members (Ajin R, Ramesh Kumar S, Nandhu Krishna A, Rahul S M, Anandh R P, Siju Kumar S, Deepu Krishna S Y and Aravindh A S) participated workshop on personal entrepreneurial characteristics at Kerala Institute for Entrepreneurship Development, Kalamassery, Ernakulam. With the active support and hand holding of the Industries department, Government of Kerala, the students have launched two start ups -Christmas cap making and Glass painting.

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/index.php/nss/activities>

### 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. The mission of the college is to bring up a centre of academic excellence imparting a new spirit of development oriented education suited to the social needs. 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. The career oriented courses offered in the college B.Com(Tax procedure and practice) and BA Communicative English has ensured more exposures to the students

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 proposes to become a centre for inclusive learning, by providing assistance to gifted children. The college is sole resort for many students' who are first generation learners By incorporating state of the art teaching and learning methods the college can be transformed into 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 have to be encouraged in the college thus facilitating brainstorming of the faculty and students for instilling problem solving skills.