



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution	
	SRI. C ACHUTHA MENON GOVERNMENT COLLEGE, THRISSUR
• Name of the Head of the institution	Dr. RAMYA R.
• Designation	ASSOCIATE PROFESSOR
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04872353022
• Mobile no	9946985656
• Registered e-mail	scamgovtcollege@gmail.com
• Alternate e-mail	iqacscam2021@gmail.com
• Address	SRI. C. ACHUTHA MENON GOVERNMENT COLLEGE, THRISSUR
• City/Town	THRISSUR
• State/UT	KERALA
• Pin Code	680014
2.Institutional status	
• Affiliated /Constituent	AFFILIATED
• Type of Institution	Co-education
• Location	Urban

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	UNIVERSITY OF CALICUT, KERALA, INDIA				
• Name of the IQAC Coordinator	Dr. SIJO VARGHESE C				
• Phone No.	9495636705				
• Alternate phone No.	8075442118				
• Mobile	9495636705				
• IQAC e-mail address	iqacscam2021@gmail.com				
• Alternate Email address	sijovarghese079@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	http://govtcollegethrissur.ac.in				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	http://govtcollegethrissur.ac.in/?page_id=1659				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	78.2	2006	02/02/2006	02/02/2011
Cycle 2	B	2.71	2013	08/07/2013	07/07/2018
Cycle 3	B+	2.51	2021	31/03/2021	30/03/2026
6.Date of Establishment of IQAC			02/02/2006		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	Nil	Nil	Nil	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		

<ul style="list-style-type: none"> • Upload latest notification of formation of IQAC 	View File	
9.No. of IQAC meetings held during the year	2	
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> • If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>1. Monitored all quality related activities in the college 2. Special induction programmes were arranged to new students of the college 3. Encourage teaching departments to undertake various research projects and to organise National level workshops/seminar 4. Prepared academic calendar with active support of the teaching departments 5. Analysed the efficiency of existing teaching learning mechanism based on students feedback 6. Career development sessions were organised with the expertise of eminent faculty members</p>		
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		

Plan of Action	Achievements/Outcomes
Initiatives for the time bound completion of academic exercises.	Designed academic calendar and course plan and strict adherence to the same for keeping the timeline in completion of teaching-learning practices
Development of systems approach in internal evaluation.	Design and develop of a system that includes tests, assignments and seminars to make more objective evaluation of students.
Enrichment of academics	Organised national level seminars and workshops in the college. Moreover, faculty members and students have attended/presented papers in academic debates/conferences/seminars in and outside the college.
Initiative for excellence in arts and sports.	Students were participated at national, state and University level competitions and bagged many prizes for their excellent performance.
Measures to acquaint more and to preserve local historic values and culture	Maintained a good collection of learning resources on local history and students have prepared projects on 'Local History and Culture"
Career development of students	Many classes were organised in the college to make the students aware about career opportunities and on how to build a successful career. Many students cleared NET/SLET examinations during the year.
13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	

Name	Date of meeting(s)
College Council	01/12/2020
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2019-2020	30/06/2020
15. Multidisciplinary / interdisciplinary	
16. Academic bank of credits (ABC):	
17. Skill development:	
18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)	
19. Focus on Outcome based education (OBE): Focus on Outcome based education (OBE):	
20. Distance education/online education:	

Extended Profile

1. Programme

1.1 14

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2. Student

2.1 1387

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 218

Number of seats earmarked for reserved category as per GOI/ State
Govt. rule during the year

File Description	Documents
Data Template	View File

2.3 502

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 58

Number of full time teachers during the year

File Description	Documents
Data Template	No File Uploaded

3.2 79

Number of sanctioned posts during the year

Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	14
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	1387
File Description	Documents
Institutional Data in Prescribed Format	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	218
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	502
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	58
File Description	Documents
Data Template	No File Uploaded

3.2	79
Number of sanctioned posts during the year	

File Description	Documents
Data Template	No File Uploaded

4.Institution	
4.1	49
Total number of Classrooms and Seminar halls	
4.2	16737533
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	86
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

1.1.1 Sri. C. Achutha Menon Govt. College, Thrissur, ensures effective curriculum delivery by following the academic calendar provided by University of Calicut, Thenhipalam, Kerala.

The faculty analyses the requirements of the students before the commencement of every semester and plans the curriculum as prescribed by them in such a way that it includes effective activities related to the designed syllabus. The head of every department submits a workload statement at the beginning of every semester, after which the general time-table is prepared. Accordingly, each department prepares its own teaching plan, allotting topics to be taught within the stipulated time. Interactive activities like classroom teaching, group discussions, power point presentations, quiz, debates, academic tests, etc. enable the students to gain practical insight into the curriculum by promoting higher order cognitive skills like critical analysis, problem solving, evaluation and synthesis. Tutorial / class test /

MCQ examinations are conducted regularly in order to assess the performance of the students. The examination results are reviewed to identify the weaker students, who are then given remedial classes. Teachers put in all efforts to ensure quality and enhance academic growth.

The new examination pattern introduced by affiliating university is strictly followed by the college. The curriculum is enriched by participation of our teachers in Board of Studies, Meetings, Seminars, Conferences organized by affiliated university from time to time. The college has taken the following initiatives for effective curriculum planning, development and deliverance: To prepare a planned work schedule with a consideration of due weightage for each paper and number of hours allotted as per University guidelines. Updating the library with books of the changed syllabi every year. Subject tours and industrial visits are organized to provide practical exposure to the students.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

1.1.2 The college is affiliated with the University of Calicut and implements the curriculum prepared by the BoS of the University of Calicut. The institution has developed a structured and documented process for implementing the curriculum. It is as follows:

- Before the commencement of the semester, the faculty members prepare an academic calendar based on the calendar prepared by the affiliating University. This academic calendar includes the dates for internal examinations, seminars, workshops, expert talks, add-on programs, and other co-curricular and extra-curricular activities.
- HoD prepares the class timetable and course plan for the semester. The course plan containing the class timetable, semester calendar, and syllabus is given to all the students. It is also published on the college website.
- Concerned faculty meets the students after the last University

examination, reviews the semester completed and discusses with them the prospects of the next semester. They incorporate the suggestions and prepare the course plan and distribute them to the students. Faculty members also prepare assignments and case studies in advance. They also prepare a question bank for their courses. Resources like relevant websites and e-resources are made available for advanced learners

- IQAC periodically monitors the coverage of syllabus, quality of question papers and assignments, preparation of answer schemes, progress of the lab sessions, etc.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

20

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

1.3.1 Courses offered in the college integrate issues related to gender, environment and sustainability, human values and professional ethics. Topics related with gender, human issues and values are integrated into courses like Commerce, English, and History. The course offered by Psychology integrates a holistic approach to human values and well-being. Professional ethics are

integrated in the courses offered by all the departments. Questions of Environment and sustainability are included in courses offered Statistics and Computer Science. Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Cocurricular and Extracurricular Activities also. N.S.S. promotes environmental protection through tree plantation and other sustainable development programs. Every year N.S.S. units undertake a host of activities in the nearby villages. N.S.S. organizes various environment related programs including tree plantation, village cleanliness, cleaning of rivers, plastic free drive, poster competition, etc. Various activities like quiz and poster competitions, invited talks are organized to create awareness about nature, biodiversity, environment and sustainability. Relevant days like World Forest day and World Environment Day, N.S.S. Day, etc are observed in the college every year. The college has taken active participation in Swachh Bharat Summer Internship (SBSI) Abhiyan and Swachhta Pakhwada Programmes started by the government. The college takes efforts for integration of ethical and human values through extra-curricular activities also. Programs conducted under N. S. S and N.C.C. help to inculcate human values among students. National festivals like Independence Day and Republic Day celebration serve as a platform to enliven patriotic and moral values. Different social activities have been initiated by the college like Voter's Awareness Program, Road Safety Campaign, Blood Donation camps, etc are organized from time to time. Gender sensitisation programmes are regularly conducted by Humanities departments round the year.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	No File Uploaded

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

8

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

216

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above
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File Description	Documents
URL for stakeholder feedback report	Nil
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

508

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

343

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	No File Uploaded

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

2.2.1 The college admits students from various socio-economic backgrounds. The college takes every possible measure to assess the learning levels of its students. The students are counselled,

guided, and oriented at the time of admission to make them aware of the course, mode of internal assessment, external assessment, curricular and co-curricular activities, rules and regulations of the institution as well as facilities available in the college. At the beginning of each course, teachers assess the learning levels of the students in the class and their knowledge about the course. Special programs for advanced learners and slow learners are planned accordingly. Remedial and extra classes are conducted regularly. In the CBCS system, students are required to select elective subjects based on their competence, aptitude, and skills. The teachers from all departments counsel the students regarding the scope of different courses being offered as well as provide guidance in relation to the student's aptitude and competence. Teachers remain available in the college to clear their doubts and counsel the students on a one-to-one basis. Advanced learners are encouraged to become class mentors.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
508	52

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

2.3.1 Sri C Achutha Menon Govt. College, Thrissur, encourages student-centric learning through various methods such as brain storming, group discussions, quiz competitions, presentations and project work in participative learning and problem solving methodologies. Regular participative activities viz., group discussions, projects, field visits, educational tours, seminars, extension lectures are organized in the college and the students actively participate in these activities within and outside the

college. For focusing on self study, students are given individual projects and class assignments, which also encourage independent learning. Different student support systems are available in the college like Library, Computer Lab, Reading Room, ICT based classrooms (Smart Classrooms). Students are trained for Basic Life skills such as First Aid, Self Defense, Swach Bharat Summer Internships, and Personal Hygiene and Sanitation. Beyond the classroom, college gives high importance to all-round development of students through extra-curricular, cocurricular and field based activities. The objective of student-centred activities outside the classroom is to engage students as much as possible in real life situations outside the academic world. Students are taken for study tours to the sites of interest to gain familiarity with the field/natural conditions. These activities play an integral role in allowing a switch over from the monotony of classroom learning and create a safe space to relax, interact, collaborate, think out of the box, and nurture their talents and leadership capabilities. To increase the concentration in various activities, the college has framed many committees and clubs including the Cultural Committee, Sports Committee, Canteen Committee, Career counselling cell, the Debate Committee and Red ribbon club. Both intra and inter-college sports competitions are organized, where students exhibit talent in variety of games, to foster team spirit and leadership. In order to inculcate human values, ethics and social responsibility, students are encouraged to participate in maximum number of activities.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

2.3.2 Faculty members of the college use ICT technology to improve the teaching and learning process. Different software packages available online are integrated with the teacher's lecture and students are encouraged to learn and practice through interactive activities. LCD projectors, computer/laptops/tablet systems are used in the classrooms. YouTube, E- mails, WhatsApp groups, Telegram, Zoom, and Google classrooms, and College websites are used as platforms to teach, communicate, provide material and syllabus, make announcements, conduct tests, upload assignments,

make presentations, address queries, mentor, and share information. These applications are also used to provide online education during the covid-19 situation. The library also provides access to computers and online journals freely available in the public domain and also to journals subscribed on the advice of faculty and facilitates downloads. Xeroxing facility is also available in the library. Hostels are also equipped with computer labs and Wi-Fi facilities to encourage learning. The syllabus and study materials are also made available on the college website and the website of the affiliating university. Students' attendance and feedback are also received online from the students and faculty members.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

52

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

52

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

19

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

52

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

2.5.1 Assessments and internal tests are conducted at the appropriate times with respect to the calendar of examinations fixed by the University of Calicut. Notifications of Internal assessment are circulated in classrooms, displayed on notice boards, and uploaded on the official website of the college. The teachers help students in grasping the correct essence of the questions asked, wherever such an inquiry is raised. If any tabulation error is found or is communicated, necessary corrections are duly made by the concerned, and correct information is passed to the university accordingly. Due care and track are maintained till the completion of assignments.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

2.5.2 Most of the grievances related to the examination are received after the declaration of results by the University of Calicut. The errors in their results like marks of the internal assessment, attendance sheets, errors in the biodata, etc. are immediately addressed, corrected, and quickly forwarded to the university by the examination committee. Internal marks are published in the notice boards and grievances if any is addressed by the teacher concerned and the Head of the Department. The internal marks are uploaded online to the University of Calicut and before the final submission of the marks, students are directed to verify and sign the marklist.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

2.6.1 The Institution has well-defined learning outcomes. The vision and mission of the institution emphasize promoting quality higher education and producing intellectually competent,

emotionally balanced, morally strong, and socially committed citizens by imparting and disseminating knowledge in an enabling academic environment to all sections of society with special reference to the educational, social, cultural and economic needs of the weaker sections. The College has a proper mechanism of communication of the learning outcomes of the Programs and Courses, which includes the following- hard copy of syllabi and course/program, outcomes are available in the respective departments for ready reference to the teachers and students, copy of curriculum and outcomes of programs and courses are also uploaded on the college website.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

2.6.2 The college has a systematic approach to collecting and evaluating data on program and course outcomes, for which the assessment includes the following: Evaluation for the course level is done via continuous assessment having a particular weightage depending upon course objectives, learning outcomes, and pedagogy. Various components for continuous assessment are defined and used. It is done by adjoining the marks acquired by the students to their corresponding Course Outcomes. Besides, weightage for the end semester Examination (written examination /lab examination) depending upon course type is also used for the process.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

284

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

[Nil](#)

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0.50

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

5

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

1

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The campus is situated on 25 acres of land with lush green surroundings. The campus is an abode of a number of trees and plants. It is noted for gooseberry trees, Indian devil trees, and star sign gardens. Every year the NSS and NCC units plant tree saplings on the campus. A congenial atmosphere is provided to the students for the teaching-learning process. The campus has an open stage where several programs are organized for the entire students of the college. Students dine out in seats made of bamboo and are one with nature. The students carry out group studies in the eco-friendly campus.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year**3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year**

3

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards**3.3.1 - Number of Ph.Ds registered per eligible teacher during the year****3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year**

8

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year**3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year**

12

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

8

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The NSS and NCC units of the college have undertaken a number of initiatives in the neighbourhood community for the upliftment of the society by way of conducting surveys to know the socio economic background of the place and chalked out plans for stabilising the imbalances in the society. The NSS unit of the college have two adopted villages in the neighbouring community and they have conducted events for creating awareness on gender sensitisation.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

1

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

49

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

5071

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration	
3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year	
3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year	
1	
File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File
3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year	
3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year	
0	
File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	No File Uploaded
INFRASTRUCTURE AND LEARNING RESOURCES	
4.1 - Physical Facilities	
4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.	
4.1.1 The college has a policy for the creation and enhancement of infrastructure to promote a good teaching learning environment, according to its vision and strategic objectives. The institution	

ensures adequate availability and optimal utilization of physical infrastructure in order to create an environment of excellence in education through technologically innovative educational tools. At the beginning of the academic year, assessment is done for replacement /up-gradation/addition of the existing infrastructure after reviewing course requirements, computer-student ratio and working condition of the existing equipment. The Timetable committee plans ahead for all requirements regarding the availability of class rooms, laboratories, furniture and other equipment. Whenever need arises to augment infrastructure in terms of classroom, laboratory, books etc., DPR'S are submitted to the higher education department for allotment of funds and execution of work thereof. Distinguished features of the College include the following- The college ensures optimal utilization of the resources by encouraging innovative teaching learning practices like use of power point presentations, LCD projectors, smart boards etc. Regular workshops/awareness programs/training programs are conducted for adequate deployment of infrastructure and utilization of modern technology. The available physical infrastructure is optimally used beyond regular college hours, to conduct co-curricular activities/extra curricular activities, parent teacher meetings, Campus Recruitment Training classes etc. The college has upgraded IT infrastructure in view of the recent developments and change in technology to meet the teaching - learning requirements.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

4.1.2 The institution utilizes its resources to provide an environment to its students where they are encouraged to excel in sports and extracurricular activities. This ensures a holistic development and an all-rounded personality. Students are trained in sports under the guidance of a qualified and specialized Physical Educational Instructor. Systematic training and encouragement is provided to those students who show extraordinary skills in different sports. Intra-college events are also organized by the college to encourage students to participate. Track suits and all sporting gear are provided to the students for

major/minor events. All the Participants are awarded with participation certificates. Winner and runners-up teams are duly rewarded by trophies. Yoga class/awareness Programme: Although the college doesn't have an established Yoga Centre but Yoga Day is celebrated every year and this year a one day yoga awareness Programme was conducted for the faculty and students by expert yoga trainers. Cultural activities: It constantly encourages them to take part in extracurricular activities to spark their interests and cultivate leadership qualities as well as team spirit. An Auditorium with a capacity of four hundred students is used for conducting different types of cultural programs.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

14

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

8500000

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

4.2.1 The college is using Soul 2.0 software and library is fully automated. Library provides OPAC device to students and faculty members to have access books by subject, Author, Accession no and title. The total numbers of books in library are about 26000 and number of visitors per day is 70-100. The library has browsing centre, Xerox facility, Four reading rooms for users. The library has also guidance and counselling cell.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-

journals during the year (INR in Lakhs)**5300**

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	No File Uploaded

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)**4.2.4.1 - Number of teachers and students using library per day over last one year****20**

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure**4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

The IT facilities of the college is regularly monitored by the Computer Science department of the college. The Wi-Fi connection I Ball and K fi are provided to the staff and students of the college.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers**95**

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

15132529

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	No File Uploaded

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

4.4.2 Institutional mechanisms for maintenance and up gradation of the physical infrastructure, academic and sport facilities, and equipment's are as under: Building Infrastructure: Being a fully government institution, a constant effort is made to provide safe and secure space for equipment's and tools. There is a college development and construction committee to look after the

maintenance, repair and constructional work related to the building. Construction, repair and maintenance of the main building and physical infrastructure like water facility, power supply and maintenance of campus is looked after by this committee. All work is done through E-tender system by the government agencies as per

norms. The maintenance and up gradation work related to construction and electricity, government agencies like RB Division, JKPC (Jammu Kashmir Projects Construction Corporation), SICOP (small scale industries development corporation limited), JKPHB (JK Police Housing Board) , PDD etc supervise the work done by the contractors. The minor faults related to the electricity and repairing of building are attended and repaired by the college electrician, hired technician, carpenters etc. For the maintenance of toilets and

service areas local fund college sweepers have been engaged for cleaning the toilets, washrooms, and buildings. Laboratory Equipments and machines: Every department maintains stock registers for keeping the list of chemicals, glassware, equipments and other instruments used in laboratory. Maintains consumption register regularly to keep account of the used material and non-functional glassware, miscellaneous items etc. Physical verification of laboratory equipments and machines is carried out to record the functional and non functional equipments from time to time. The minor faults of laboratory equipments (if any) are attended and repaired by the concerned department staff or hired technician whenever necessary. Computer and IT infrastructure: Maintain stock register and dead stock register regularly to keep record of the functional and nonfunctional items. Maintenance and up gradation is looked after at departmental level (Computer Application and BCA) and concerned technicians are hired whenever necessary. Furniture related items: There is a college development and construction committee which looks after the maintenance and minor repair work of the furniture and fixtures and other physical infrastructure. The committee brings the requirements regarding minor repair work into the notice of the worthy principal and certifies after the work is completed. The funds for the same are utilized out of local fund. Maintenance of Library/ Library Materials: Accession and withdrawal/ dead stock registers are regularly maintained to keep the record of updated and dead stock accessions. The college also engages local fund employees for dusting and cleaning the library materials. Sports Equipments: The sports department regularly maintains the stock register for the equipments and materials related to the sports. The dead stock

register is also maintained to keep record of functional/ working and non-functional items.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

77

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

77

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	D. 1 of the above
File Description	Documents
Link to Institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
60	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
60	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded
5.1.5 - The Institution has a transparent mechanism for timely redressal of student	B. Any 3 of the above

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

8

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

59

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

2

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

25

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

5.3.2 The college encourages students to have student representatives for every semester in all classes. These representatives act as a bridge between the principal and students. The student representatives put the grievances of students (if any) to the principal, who orders the convener of the Respective committee to handle that in a smooth way. The percentage of completion of syllabus sought by Calicut University before the commencement of examination is verified by these students' representatives before passing to university authorities. Most teachers try to convey their message to other students via these representatives so that they learn leadership skills besides excelling in academics.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

106

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

5.4.1 There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services. Every year the alumni association meets in the college and financial support is extended to students who pass out with high marks in all subjects. They have initiated a number of programs for the plantation of new tree saplings and the protection of the existing ones.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

6.1.1 The vision of the college is "To mainstream the institution as a college that provides quality higher education and produces intellectually competent, emotionally balanced, morally strong and socially committed citizens" The mission of the college is "To impart and disseminate knowledge in an enabling academic environment to all sections of society with special reference to the educational, social, cultural and economic needs of the weaker sections". The college management is headed by the Principal and is involved in coordinating the functions of the college to its logical end. Various committees comprising members of the teaching and non-teaching faculty are involved in curricular and co-curricular affairs and administrative functions of the institution. The heads of the departments/subjects are authorized to monitor the routine functions at the departmental level. The administration encourages them and supports them at all levels. The decision taken by them is given due cognizance by the Principal. The leadership qualities and decision-making ability are nurtured in heads of Departments. An environment of equity and democracy is set up to conduct affairs in a smooth and satisfactory manner.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

6.1.2 The Higher education department gives sufficient freedom to the Principal, who is the academic head of the institution to function in order to fulfill the vision and mission of the institution. Academic responsibilities are fairly divided among all the staff members. Committees are appointed for the various academic and co-curricular activities to be conducted in the course of the academic year. The list of committees is displayed at the beginning of the year on the staff noticeboard. This ensures transparency in policy

execution. The responsibilities are communicated to the faculty members through regular staff meetings. The Principal of the College holds regular meetings with the teaching and non-teaching staff. In these meetings, various issues are taken up for discussion before

arriving at a final decision. The Heads of Departments monitor the functioning of the various departments. Participative decision-making ensures total participation of all the people concerned. The office administration of the College is headed by the Section Officer (SO) under whom there are Head Assistants, Senior Assistants, Junior Assistants, and other Class IV Staff. Thus, the decentralization of departments and personnel of the institution helps in improving the quality of its educational provisions. Participative management: The Administration is always open to discussion with the teaching and non-teaching staff which, in turn, encourages the involvement of the staff for the improvement of effectiveness and efficiency of the institutional process

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

6.2.1 The Institution has a perspective plan. The aspects considered for inclusions are; 1. Quality enhancement and the improved teaching-learning environment. 2. Enhancement of student support systems. 3. Improved student success rate. 4. To be more innovative, and industry-relevant in curriculum design, and be more creative in academic delivery; with a strong emphasis on effective integration of technology in the teaching-learning process. 4. The teacher to be more of a facilitator and mentor than just a full-time tutor. 5. To establish research facilities and nurture and develop a research culture among the students and staff. 6. Life skills will be an integral part of curriculum development and delivery. 7. To emphasize multi-dimensional evaluation of student learning and to enable student learning outcomes to match with their employer's expectations.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

6.2.2 Our College is governed by the Higher Education Department of the Kerala Govt., which has the responsibility to take care of all the colleges in the state of Kerala. However, the administration of Sri. C. Achutha Menon Govt. College, Thrissur is the responsibility of the Principal who is directly accountable to the Department of Higher education. The Principal is involved in overlooking the implementation of plans of the College. He ensures that regular day-to-day operations are properly conducted, through feedback from conveners', teaching, and nonteaching staff. Heads of Departments- The Heads of Departments ensure that the plans communicated to them by the Principal are implemented systematically. Committees for co-curricular activities - The committees are formed at the beginning of the year and are assigned tasks according to the institutional plans, for the curricular activities that enhance the overall development of students. Administrative Committees [Examinations, Scholarships, Purchase, Discipline, Sports, Admissions, Library, etc.] For the smooth conduct of all administrative activities according to requirements of academic bodies and government rules, there are committees headed by senior faculty to guide the function.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in

A. All of the above

**areas of operation Administration Finance
and Accounts Student Admission and
Support Examination**

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The welfare of the teaching staff is monitored by the staff club of the college. Every year new office bearers are elected for the staff club and various celebrations are conducted in the campus under the direction of the staff club. The nonteaching staff of the college also has an association to carry out various welfare measures. The college has a registered co-operative store that provides study materials, stationery items, and refreshments to the students and staff of the college. Photocopying of study materials and bookbinding are carried out in the co-operative stores.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

2

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

45

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Self Appraisals are submitted by all teachers at the end of the academic year. It has a prescribed form and it's mandatory for the placement and promotion of teachers as per the direction of the Directorate of Collegiate Education, Government of Kerala. Self Appraisal encompasses the activities undertaken by the teachers during the academic year including curricular, co-curricular, and extracurricular activities. The IQAC of the college collects the self-appraisal of the teaching staff and keeps it under a separate file marked year-wise. The Superintendent of the college is in charge of the performance and appraisal of the non-teaching staff of the college and separate register is maintained for recording their progress

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The institution conducts internal and external audits regularly. The external audit is carried out by the officials of the Directorate of Collegiate Education and the Accountant General every year. They look into the various grants received by the

institution including scholarships, construction, and plan-fund. An internal audit is conducted by the Chartered Accountant for the PTA fund received by the institution. PTA fund is utilized for carrying out servicing the overall requirements of the institution.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0.025

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

All the major constructions are carried out by the various Government grants. A number of projects are under construction and the funds are allotted by the Government. PTA fund is utilized for all miscellaneous expenses incurred for various activities in the college. The staff club conducts various activities for the welfare of the staff with self-generated funds. The staff club carries out a number of activities of social commitment. The NSS units of the college generate funds for extending their support to the weaker sections of society.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The IQAC was instrumental in the NAAC reaccreditation process. The college was reaccreditation with a B+ grade in March 2021. The IQAC has monitored the academic progress of the institution by verifying the smooth functioning of the library, laboratory, and physical amenities of the college. The IQAC had initiated to fix sign boards all around the campus to facilitate easy locations of different departments and other centers of the college. Special initiatives were taken by the IQAC to protect the various plants and trees in and around the campus making it a green and environment-friendly campus. In order to segregate waste, separate bins were kept in the campus to collect plastic waste and which was later handed over to the corporation for processing. The IQAC has prepared all the files for the NAAC visit and rectified the drawbacks as suggested by the previous NAAC peer team.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC of the college regularly monitors the teaching-learning process of the institution. At the beginning of every academic year, the teachers prepare a semester plan and submit it to the IQAC. At the end of the semester, the IQAC collects the semester report, teacher diary, and the details of the internal assessment of the students. At the end of every semester, PTA meetings are arranged in the campus for maintaining a healthy relationship between teachers and student's parents. The IQAC conducts regular meetings with the teaching staff to discuss the progress of the

teaching-learning process of the institution. The faculty members are encouraged to publish in care listed journals so as to meet the requirement as envisaged in the placement and career advancement process.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Gender Sensitization programs are regularly organized by the Women's Cell of the college for promoting gender equality in campus. Gender Neutral dressings are encouraged on campus so as to bring out the best within the students and contribute their best to society. In all clubs and forums, the coordinators make sure that the students' sex ratio is comparatively equal. Opportunities

are given to all students without any discrimination.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The waste is segregated in the campus as degradable and biodegradable.

Separate bins are kept for segregation.

Plastic waste is collected by the Corporation for shredding.

Liquid waste is collected for vegetable cultivation in campus.

E-waste is collected by the Clean Kerala Company, an initiative of the Government of Kerala.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	C. Any 2 of the above
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File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows: <ol style="list-style-type: none"> 1.Restricted entry of automobiles 2.Use of bicycles/ Battery-powered vehicles 3.Pedestrian-friendly pathways 4.Ban on use of plastic 5.Landscaping 	B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the	B. Any 3 of the above

**following 1.Green audit 2. Energy audit
3.Environment audit 4.Clean and green
campus recognitions/awards 5. Beyond the
campus environmental promotional activities**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment
5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The institution celebrates all religious festivals in full fervor.

Commemorative days like International Yoga Day, National Youth Day, and Sadhbhavana Days are celebrated to promote tolerance and harmony.

Linguistic and cultural days are celebrated to promote our indigenous dimensions within the state.

The social-economic survey is conducted to chalk out plans for the future.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

All National Days of importance are observed in campus.

Republic Day, Independence Day, and Constitution Day are observed.

NCC parades are conducted on these days.

The preamble of the Constitution is displayed in the classrooms.

The NSS and NCC volunteers visit the sick in the hospital and render possible assistance to them.

Special programs were conducted for the inmates of the old age homes.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

<p>7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized</p>	<p>C. Any 2 of the above</p>
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File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

All National and International days of importance are celebrated in campus.

Students display the role of eminent personalities and speak on the occasion.

Elocution competitions are conducted to mark the day of importance.

Quiz programs are also conducted to spread the message to the public.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Voicebank and Scribe bank are the two best practices implemented by the institution.

The students of the college record textbooks and fiction with the help of mobile phones and convert them into audio format and send them to the Kerala Federation of the Blind which is uploaded on their official website. Along with this students read daily newspapers and share their voices in the WhatsApp group called 'Dhythy.' The beneficiaries are visually impaired.

The Scribe bank of the college extends its service to students of our institution and to various students who write competitive examinations outside the campus.

A group of students is trained to extend their service to needy people to write their examinations. No remuneration is claimed for this service.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The college is situated on 25 acres of land. There is a wide variety of trees in campus. Special attention is given to nurture the plants in the campus during summer as we experience a severe shortage of water. The campus is an abode for a large number of birds as it is a congenial atmosphere for them to flourish and grow. The students have taken the initiative to provide water to birds during the summer. A star garden is maintained in the campus and its being nurtured by the NSS volunteers. There are 27 medicinal plants in the star garden and they are identified as per the zodiac sign of the individual. We have got a large variety of bamboo in the campus and they are maintained by protection walls which is a place for the students to interact and carry out combined studies.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

In order to promote online education in campus, we would like to propose amobile bank for the students. We have come to know that many of our students do not have smartphones so we have decided to raise funds for procuring smartphones and issue them to those students who are really in need of it. The smartphones will be collected back once the students complete his/her studies or when he is able to buy a new phone. The phones are part of the mobile bank of the college.

The college is going to celebrate the golden jubilee the next academic year and in order to promote healthy youth for a healthy India, we would like to maintain our campus carbon-free. Students will be provided bicycles in campus which will help them to travel to and from the campus. The primary motive behind the initiative is to promote an environment-friendly conveyance and a healthy atmosphere in the campus.