

SELF STUDY REPORT 2015



**GOVERNMENT COLLEGE
KARIAVATTOM**

Government College, Kariavattom
Thiruvananthapuram 695581

SELF STUDY REPORT (SSR)

Submitted to NAAC
Nagarbhavi, Bangalore

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Government College Kariavattom



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Professor Sreekala Rani
Principal

To
The Regional Coordinator
Sothorn Region- NAAC
P. O. Box No. 1075
Nagarbhavi
Bangalore- 560 072
INDIA
Sir,

Sub: Submission of Self Study Report for NAAC Accreditation

Ref: NAAC-SR-SS/KLCOGN22202/2014 dated September 11,2014.

I am submitting the Self Study Report of Government College Kariavattom to be Considered for assessment and accreditation. It would be convenient if your peer team can make arrangements to visit us on last week of July/ First week of August/ Second week of September 2015.

Yours sincerely
(Prof. Sreekala Rani)

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THE EMBLEM



The college emblem is an aesthetic arrangement of distinct elements each signifying the various courses of study offered by the institution. The beacon of knowledge illumines the symbols of the departments of Computer Science, Physics, Chemistry, Geography, Biochemistry, Biotechnology and Statistics. The computers and the conical flasks represent science and technology on the cornerstone of progress. The DNA signifies the mystery of life and inheritance that lends eternity to the wealth of knowledge and wisdom. The diversity of the symbols merge and syncretize in the globe at the centre typifying the study of Earth or Geography. Mother Earth unifies these distinct elements to reflect the conjugation of tradition with technology. Being a centre of learning, the antenna on top signifies the power to capture and disseminate the waves of wisdom among the young scholars to pave the way for a promising future.

1. LOCATION AND A BRIEF HISTORY OF THE COLLEGE

The College is situated 14kms away from Thiruvananthapuram central, towards north at Kariavattom Junction. The approach road of the college within a distance of 500m. connects NH 47 at Kariavattom Junction. The college is within the Kazhakuttom Ward of Thiruvananthapuram Corporation. This is the only one Government College within the limits of Kazhakuttom Assembly Constituency. On the west and south sides of the college is the campus of Kerala University and Technopark, and on the northern side adjacent to the college is the Lekshmi Bhai National College of Physical Education.

This institution was established with Arts subject courses of undergraduate wing of University College, Thiruvananthapuram during 1993-94, with minimum infrastructural facilities. During 1996-97 all undergraduate courses were shifted back to University College, Thiruvananthapuram. Meanwhile, courses in Biotechnology, Biochemistry, Computer Science and Statistics were introduced at the undergraduate level and the college has been renamed as Government College, Kariavattom in 1997. Botany, Zoology, Chemistry and Mathematics are the other subjects in the above courses. Subsequently in 1998 Geography at the undergraduate level was introduced and in the year 1999-2000, two restructured double main semester courses, namely Physics and Computer Application and Chemistry and Industrial Chemistry were introduced at the undergraduate level. Geology and Statistics were introduced as subsidiary subjects for Geography. M.Sc Physics was introduced during the academic year 2011-'12.

The college possesses 15 acres of land. Construction of additional blocks and expansion of laboratories and classrooms for present and future needs are going on. In general, the courses run by this college are the first of its kind in this State and are having demand and job prospects.

The College represented in University, Inter-University level sports events like kho-kho, Taekwondo, Sprint and achieved medals. A unit of NSS and NCC (Naval Wing) is functioning in the College. In academics many of our students bagged ranks in the affiliated University.

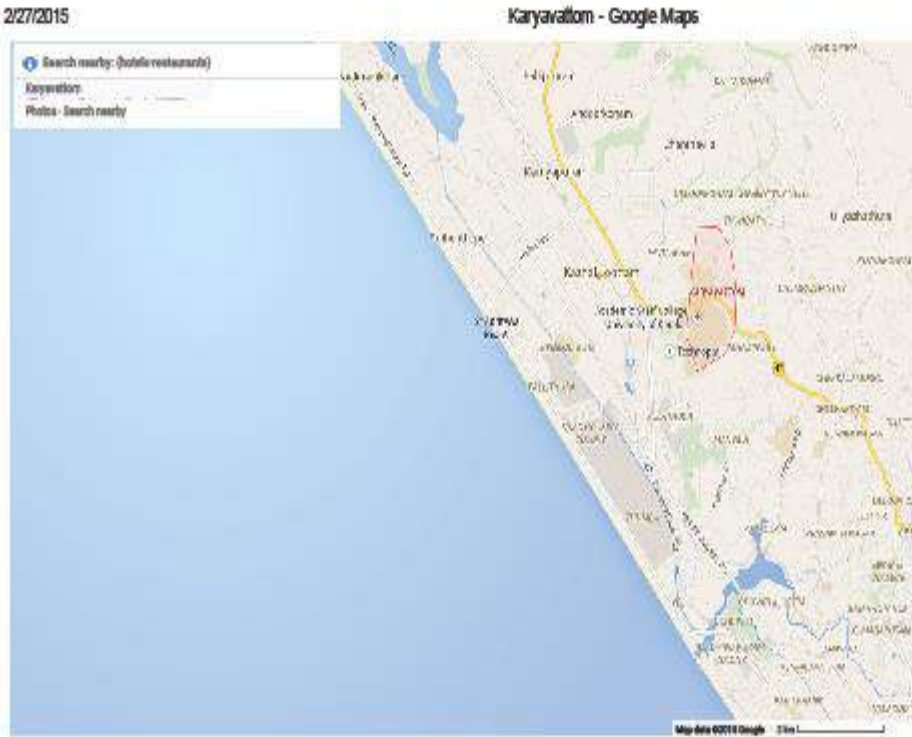
This college has been included in the list of colleges prepared under 2-(f) of the UGC Act 1956 and is eligible to receive assistance in terms of the rules formed under Section 12-B of the UGC Act as per letter No.F.No.8-128/2005(CPP-1) dtd.10th October, 2009.

This College has been included in the concept of list of cluster of colleges of UGC. UGC has mooted the concept of cluster colleges as an arrangement for mutual sharing of resources, human and physical, among neighbouring colleges, with a view for optimum utilization of the available facilities for enhancing enrollment and quality of education. The College conducts Certificate Course in Computational Methods for Science students. Scientific computing is an inevitable tool for modern scientific research and therefore computational methods are increasingly become the part of the Post Graduate Curriculum. The objective of the designed course is to equip our students for quality research and for finding suitable positions in the scientific job market. Duration of the course is 6 months and the course is offered to the students without paying any fees. ASAP, Walk with the Scholar and Scholar support Programmes were started during 2012-13. One Post Graduate Course in Physics was sanctioned by the University during 2012-13. Remedial Coaching SC/ST/OBC and other minorities was initiated in the college during 2010-11 with financial assistance from UGC.

LOCATION OF THE COLLEGE

This college is located in Kazhakuttom Ward, Trivandrum District, just 12 kilometres away from Trivandrum. The nearest airport is Trivandrum and the railway station is at Kazhakuttom. This college is located near the biggest IT park in India – Technopark.

The Geographical location of the College is shown below:



PROFILE OF THE COLLEGE

1. Name and Address of the College

Name : Govt. College
 Address : Kariavattom
 City : Trivandrum, Pin: 695581 State: Kerala
 Website : www.govtcollegekariavattom.in

2. For Communication:

Designation	Name	Telephone with STD code	Mobile	Fax	Email
Principal	Prof. Sreekala Rani S.	0471-2417112	9895415226	0471-2417112	principalgck@gmail.com
Vice Principal	Dr. B. Unnikrishnan Nair		8281796263		Bukphys@gmail.com
Steering committee Co-ordinator	Dr. N. K. Sajeevkumar		9745051789		sajeevkumarnk@gmail.com

3. Status of the Institution:

- Affiliated College :
- Constituent College :
- Any other (specify) :

4. Type of Institution :

a. By Gender

- i. For Men :
- ii. For Women :
- iii. Co-educational :

b. By Shift

- i. Regular :
- ii. Day :
- iii. Evening :

5. Is it a recognized minority institution?

Yes :

No :

If yes specify the minority status (Religious/linguistic/any other) and provide documentary evidence : NA

6. Source of Funding :

- Government :
- Grant-in-aid :
- Self-financing :
- Any other :

7. a. Date of establishment of the college : 1993

b. University to which the college is affiliated or which governs the college: (if it is a constituent college) : University of Kerala Trivandrum

c. Detail of UGC recognition (Enclose the Certificate of recognition u/s 2(f) and 12(B) of the UGC Act)

Under Section	Date, Month & Year (dd mm-yyyy)
i. 2(f)	24-02-2007
ii. 12(B)	17-11-2009

d. Detail of recognition/approval by statutory/ regulatory bodies other than: UGC (AICTE, NCTE, MCI, DCI, PCI, RCI etc.) : N.A.

8. Does the affiliating University Act provide: for conferment of autonomy (as recognized by the UGC), to its affiliated colleges? Yes No

If yes, has the college applied for availing: The autonomous status? Yes No

9. Is the college recognized

a. by UGC as a college with potential for Excellence?

If yes, date of recognition : Yes No
(dd/mm/yyyy)

b. for its performance by any other : Yes No
governmental agency?
If yes, Name of the agency and Date of recognition (dd/mm/yyyy)

10. Location of the campus and area in acres: (*urban, semi-urban, rural, tribal, hilly area, any others specify)

Location*	Urban
Campus area in sq.mts .	16 acres

Built up area in 6000sq.mts.
sq.mts.

11. Facilities available on the campus (Tick the available facility and provide numbers or other details at appropriate places) or in case the institute has an agreement with other agencies in using any of the listed facilities provide information on the facilities covered under the agreement.

- Auditorium / seminar complex with infrastructural facilities: Yes
- Sports facilities
 - ❖ Play Ground : Yes
 - ❖ Swimming Pool : No
 - ❖ Gymnasium : Yes
- Hostel
 - ❖ Boys hostel : No
 - i. Number of hostels
 - ii. Number of inmates
 - iii. Facilities (mention available facilities)
 - ❖ Girl's hostel
 - i. Number of hostels : Yes
 - ii. Number of inmates
 - iii. Facilities (mention available facilities)
 - ❖ Working women's hostel : No
 - i. Number of hostels
 - ii. Number of inmates
 - iii. Facilities (mention available facilities)
- a. Residential facilities for Teaching and non-teaching staff : Nil
(give numbers available and cadre wise)
- b. Cafeteria : Yes
- c. Health centre – First Aid : Yes
 - Inpatient : No
 - Outpatient : Yes
 - Emergency Care facility : Yes
 - Ambulance : No (however, 108 Ambulance facility available for 24 hours)

- Health Centre Staff-
 - Qualified doctor : Full Time
 - : Part Time
 - Qualified Nurse : Full Time
 - : Part Time

- Facilities like banking, post office, bookshops:
 - Banking (in campus) Yes
 - : Post Office (Off Campus 100 metres) Yes
 - : Book Shop (in campus) Yes

- Transport facilities to cater to the needs : No (facilities of Concessional bus and Railway passes are available)

- Animal house : No
- Biological waste disposal : Yes

- Generator or other facility for managing Constant supply and voltage of electricity : Yes
- Solid waste management facility : Yes
- Waste water management : Yes
- Water harvesting : Yes

12. Details of programmes offered by the colleges (Give data for current academic year)

Sl No.	Programmes level	Name of the programme/course	Duration	Entry Qualification	Medium of instruction	Sanctioned/approval student places	No. of students admitted
1.	Under-graduate	B.Sc	Three year	+2	English/		609
		Statistics	-do-	-do-	-do-	32 x 3 = 96	96
		Biochemistry	-do-	-do-	-do-	32 x 3 = 96	96
		Geography	-do-	-do-	-do-	32 x 3 = 96	96
		Biotechnology	-do-	-do-	-do-	24 x 3 = 72	72
		Computer Science	-do-	-do-	-do-	24 x 3 = 72	72
		Chemistry & Industrial Chemistry	-do-	-do-	-do-	24 x 3 = 72	72
		Physical with Computer Application	-do-	-do-	-do-	24 x 3 = 72	72
2.	Post-Graduate	M.Sc (Physics)	Two years	B.Sc Physics	English	8 x 2 = 16	20

13. Does the college offer self-financed programme : Yes No
 If yes, how many
14. New programmes introduced in the college:

Yes	✓	No	
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 During the last five years if any?

Number	1	M.Sc (Physics)
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15. List of departments: (respond if applicable only and do not list facilities like Library, Physical Education as departments, unless they are also offering academic degree awarding programmes. Similarly also do not list the departments offering common compulsory subjects for all the programmes like English, regional languages etc).

Particulars	UG
Science	Biochemistry, Biotechnology, Geology, Chemistry, Zoology, Statistics, Physical Education, Botany, Physics, Maths, Computer Science, Geography
Arts	Hindi, English, Malayalam, Tamil, Sanskrit, Arabic, French

16. Number of Programmes offered under (Programmes means a degree course like BA, B.Sc. M.A., M.Com)
- a. Annual system : 0
- b. semester system : 8 B.Sc (Statistics, Biochemistry, Biotechnology, Geography, Industrial Chemistry, Computer Science, Physics) M.Sc Physics
- c. trimester system : Nil
17. Number of Programmes with
- a. choice based credit system : Yes, All B.Sc courses are choice based Credit and Semester system
- b. Inter/multidisciplinary approach: NA
- c. Any other (specify and provide details): NA
18. Does the college offer UG and PG programmes in Teacher Education? : Yes No
 If yes,
- a. Year of Introduction of the programme(s) (dd/mm/yyyy) and number of batches that : NA
 completed the programme
- b. NCTE recognition details (if applicable)
 Notification No: Dated (dd/mm/yyyy) : NA
 Validity

- c. Is the institution opting for assessment and accreditation of Teacher education separately? Yes No

19. Does the college offer UG or PG

Programme in Physical Education: Yes No

However Physical Education as an elective subject is provided at Under Graduate level.

If yes,

- a. Year of Introduction of the programme(s) and number of batches that completed the programme : NA
- b. NCTE recognition details (if applicable) : NA
Notification No. :
Dated (dd/mm/yyyy)
Validity

- c. Is the institution opting for assessment and accreditation of Teacher education separately? : Yes No

20. Number of teaching and non-teaching positions in the Institution

Positions	Teaching Faculty						Non Teaching		Technical Staff	
	Professor*		Associate Professor		Assistant Professor				M*	F*
	M*	F*	M*	F*	M*	F*				
Sanctioned by UGC/ University/ State Government Recruited			5	3	10	20	8	6	9	4
Yet to recruit	-	-	-	-	-	-	-	-	-	-
Sanctioned by the Management/society or other authorized bodies	-	-	-	-	4	12	-	-	6	3
Yet to recruit	-	-	-	-	-	-	-	-	-	-

21. Qualifications of the teaching staff:

Highest Qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent Teachers							
D.Sc./ D. Lit.	-	-	-	-	-	-	-

Ph.D.	-	-	4	1	4	3	12
M.Phil.	-	-	1	1	1	6	9
PG	-	-	-	1	5	10	16
Temporary Teachers							
Ph.D.	-	-	-	-	1	3	4
M.Phil	-	-	-	-	-	4	4
PG	-	-	-	-	3	6	9
Part Time							
Ph.D.							
M.Phil							
PG							54

22. Number of Visiting Faculty engaged with the college : 0

23. Furnish the number of students admitted to the institute during the last four academic years:

Categories	2011-12		2012-13		2013-14		2014-15	
	Male	Female	Male	Female	Male	Female	Male	Female
SC	16	18	16	19	21	14	20	14
ST	1	0	2	1	1	1	1	1
OBC	40	40	31	59	26	42	41	59
General	46	41	25	42	33	52	20	58
Others	7	3	2	5	5	6	7	5

24. Details of students enrolled in the college during the current academic year:

Type of students	UG	PG	M.Phil	Ph.D.	Total
Students from the same state where the college is located	615	16	-	-	-
Students from other states of India	0	0	-	-	-
NRI students	-	-	-	-	-
Foreign Students	-	-	-	-	-
Total	615	16	-	-	-

25. Dropout rate in UG and PG (average for the last two batches) Enrolled in first year, minus those appeared for final exams in the final year from among them = Dropout. (e.g. enrolled in 2007, 100. Minus those who appeared for final Exams in 2010, 85 = dropout 15)

UG	2013-14	14
	2014-15	12

PG	2013-14	0
	2014-15	0

26. Unit Cost of Education
(unit cost = total annual recurring expenditure (actual) divided by total number of students enrolled)

(a) including the salary component : Rs.48792/-

(b) excluding the salary component : Rs.41/-

27. Does the college offer distance education programme (DEP)? If yes, : Yes No
- (a) Is it a registered centre for offering distance education programme of another University : Yes No
- (b) Name of University whose courses are Offered : Kerala University
- Number of programmes offered :
- (c) Recognized by the Distance Education Council : Yes No
28. Provide Teacher-student ratio for each of the programme/course offered : B.Sc. : 1:18
M.Sc : 1:8
29. Is the college applying for Accreditation : Cycle1 Cycle2
Cycle3 Cycle4
- Re-Assessment : NA
- Date of Accreditation* : NA
- Number of working days during the last Academic year :
30. Number of teaching days during the last academic year (Teaching days means days on which lectures were engaged excluding the examination days) :
31. Date of establishment of Internal Quality Assurance Cell (IQAC) : 27/3/2014
32. Details on submission of Annual Quality Assurance Reports (AQAR)
- AQAR (i) (dd/mm/yyyy)
- AQAR (ii) (dd/mm/yyyy)
- AQAR (iii)..... (dd/mm/yyyy)
- AQAR (iv) (dd/mm/yyyy)
33. Any other relevant data (no covered above) the college would like to include. (Do not include explanatory/descriptive information) : NA

CRITERION I

CURRICULAR ASPECTS

1.1 Curriculum Planning and Implementation

1.1.1 State the vision, mission and objectives of the institution, and describe how these are communicated to the students, teachers, staff and other stakeholders.

VISION

It is not about technology, it's about sharing knowledge and information communicating efficiently, building learning communities and creating a culture of professionalism in colleges.

MISSION

In the present scenario, technology overpowers the society as a whole. Academics of our college touches all walks of human life ranging from the very basic study of earth to the mysteries of the world through physics. One of the most remarkable features of our college is that our doors are wide open to all aspects of human knowledge, which includes the challenging Biotechnology, the ever promising Computer Science, the flourishing statistics and the mysterious chemistry and Biochemistry. Bringing together all these, the institution aims at creating an era of technogeeks. The College also makes it a point to inculcate and impart moral values and virtues through various languages and philosophy. Thus we mould a generation of children who are "Techsavvy with responsibility."

OBJECTIVES

1. To provide quality higher education to all sections of the society

2. All round development of the students personality through proper learning experiences and exposure.
3. To develop leadership skills, team spirit, communication skills and collective responsibility in students.
4. To create new knowledge through research.
5. To promote linkage with industry and other institutions.
6. To produce a bank of educated man power with universal vision.
7. To address the problems of poor and marginalized and to internalize human values

The objectives are conveyed to student community, faculty members and society at large through the following measures.

- a. Website of the college (www.govtcollegেকariavattom.in)
- b. College diary
- c. Admission prospectus
- d. Display in the college campus
- e. Alumni association
- f. Student meetings

1.1.2 How does the institution develop and deploy action plans for effective implementation of the curriculum? Give details of the process and substantiate through specific example(s).

1. A CBCSS co-ordinator has been appointed to orient the students in the revised curriculum and to monitor the implementation of the programme. The progress is discussed in the staff council.
2. CBCSS (Choice Based Credit and Semester) is introduced to the fresher's with special focus on programme structure, grading and weightage.
3. An office staff has been assigned the duty to update the students with information on different courses, fee structure, processing of applications etc.
4. Library and Laboratories are updated to the latest requirements of the curriculum.
5. Two internal assessment exams are conducted in each semester.
6. Question Banks have been prepared by the departments for the future reference.
7. Invited lectures, Seminars and Workshops are conducted for the academic enrichment of the students and faculty members.
8. Field trips, Industrial visits and study tours are conducted in tune with the curriculum.
9. ICT is incorporated and interactive classrooms are set up for effective transaction of the curriculum.
10. Faculty members are deputed for refresher courses, orientation programmes and other training programmes periodically.
11. Internet and reading room with news papers, magazines, journals and other periodicals are provided.
12. Essay Competitions, Debates and Quiz programmes are conducted by the departments in tune with the curriculum.

1.1.3 What type of support (procedural and practical) do the teachers receive (from the University and/or institution) for effectively translating the curriculum and improving teaching practices?

1. Teachers are provided with orientation programmes and refresher courses by the Academic staff college.
2. University encourages teaching, research and extension activities for the faculty.
3. The college monitors and facilitates the services of internet facility, EDUSAT, printing, copying, scanning, etc. to all faculty members and students.
4. The College provides PA system with amplifier, collar and cordless microphones, laptops, desktop computers, printers and scanner facilities which are supported by UPS.
5. The college takes initiatives to support all departments with proper funding to conduct seminars and workshops.
6. Laboratories and Labs are regularly updated and properly maintained by the institution.
7. Teachers are motivated to apply for major/minor research projects and to pursue research works individually.

1.1.4 Specify the initiatives taken up or contribution made by the institution for effective curriculum delivery and transaction on the Curriculum provided by the affiliating University or other statutory agency.

1. CBCSS, is introduced to the fresher's with special focus on programme structure, evaluation, grading, weightage and credits.
2. Departments are equipped with technical support in the form of smart class facility, laptops, scanners, printer and WI-FI connection section.
3. Sufficient supplementary reading materials like books, journals, magazines and other periodicals are provided.
4. Being located near the premises of the University Campus teachers can avail the various facilities from there.

5. Projects/Assignments and seminars are given regularly to promote self study in students.
6. Orientation classes for university examinations and two model exams are conducted in each semester to familiarize the students with the pattern of examination and to equip them to manage the given time effectively.
7. Invited lectures, Seminars and Workshops are conducted for the academic enrichment of the students and faculty members.
8. Debates, Quiz competitions and discussions etc. are conducted by the college to complement the effective translation of the curriculum.
9. Question banks are prepared in each department for the reference of students and faculty members.

1.1.5 How does the institution network and interact with beneficiaries such as industry, research bodies and the university in effective operationalization of the curriculum?

To network and interact with beneficiaries such as industry, research bodies and the University for effective operationalization of the curriculum the institution organized the following programmes:

1. Career seminars are organized to orient students towards new job avenues, and they help students to focus on special aspects of the curriculum as per the requirements of their job preferences.
2. Feedbacks from students and teachers are collected and representation is made in the academic council, syndicate and other bodies of the University, and required changes are suggested in the curriculum design.

1.1.6 What are the contribution of the institution and/or its staff members to the development of the curriculum by the University? (number of staff members/departments represented on the Board of Studies, student feedback, teacher feedback, stakeholder feedback provided, specific suggestions etc.

The institution systematically documents and analyses both teacher and student feedback on course and curriculum. Based on the efficient

feedback the institution identifies the corrective measures such as modernization of syllabus, lack of reference materials, irrelevant content and other aspects of pedagogy. Adequate space is provided for interaction among academic partners. The representatives of the institution present the views to the bodies responsible for designing of syllabus and curriculum. We have faculty members in the Board of Studies, Board of Examinations, academic council and other academic bodies and they influence and incorporate suggestions while generating teaching learning material.

1.1.7 Does the institution develop curriculum for any of the courses offered (other than those under the purview of the affiliating university) by it? If ‘yes’, give details on the process (‘Needs Assessment’, design, development and planning) and the courses for which the curriculum has been developed.

Continuing Education Sub Centre of Government College, Kariavattom was established in the year 2000 with a view to impart need based training to unemployed youth to increase their employability in key sectors of our economy.

Our idea of education is to unsettle the minds of the young and inflame their intellects. Education should consist of a series of changes, each raising the individual to a higher level of awareness, understanding and kinship with all living things. It is a privilege for us that our continuing education cell has done outstanding work during the last period of 14 years in the college premises. The tie-up course conducted by different firms has really gain momentum and that can be seen by the enrolments we have been receiving so far.

Sub Centre Details

1. Name of Sub Centre : Continuing Education Sub Centre,
Government College, Kariavattom

2. Register No : CE/A-306/2000
3. Postal Address : Continuing Education Cell
Government College, Kariavattom
P.O.
4. Telephone No : 0471-2413087 (M) 9447475522
5. E-mail ID : drrajuncc@gmail.com
6. Name of Principal : Professor Sreekala Rani
7. Name and Designation of
CE-Cell Manager : Lt. Dr. V. Raju, Asso. Professor
8. Office Staff : Smt. Sujatha S., Smt. Sheeba D.

Education is a leading out of what is already there in the pupil's soul, going by the same ideas the course we have conducted have been a boon for those who have embarked with us. The course which are provided by CE-Cell are as follows.

Courses:-

No.	Year	Course	Admitted	Pass out	Remarks
1	2010-11	PGDCA, PDNE, PDCI	60,170,18	04,133,13	
2	2011-12	PGDCA, PDNE, ADMB	06,468,18	03,273,05	
3	2012-13	PDNE	199	119	
4	2013-14	PDNE, PDCA	125,145	Result not published	

- A. PGDCA – Post Graduate Diploma in Computer Application
- B. PDNE – Professional Diploma in Net Work Engineering
- C. PDCI – Professional diploma in Computerized Instrumentation
- D. ADMB – Advance Diploma in Medical Biochemistry
- E. PDCA – Professional Diploma in Civil Engineering and Autocad.

Centre for School of Distance Education University of Kerala

The college is a centre of the Distance Education wing run by the University of Kerala since year 2000. It started with 16 students under the two courses of B.Sc Computer Science and BCA from 2000 onwards. At present the courses support around 392 students a year. The courses are being run by the Dept. Of Computer Science inception. Classes are handled by the faculty of the department as well as those from other institutions on Saturdays and Sundays. The laboratory facility of the department is utilized by the students of the courses. In 2008 B.Com with computer Application too was introduced. The centre is also host to the PGDCA course. An IDE committee constituted of the department heads, office clerk and Head Accountant monitor and maintain smooth running of the IDE classes. The first Course Director of the centre was Dr. G Raju, HOD Computer science. The course coordinators of IDE for various years were Mrs. A.S Jaya (2003-2007), Mrs. Tina Elizabeth Mathew (2008-2012), Mrs. Vidhya N.P (2012- till date) of the Dept. Of Computer Science. The centre has produced two rank holders Mr. Dili S (Kerala police) and Mrs. Vijuna A V in B.Sc Computer Science and BCA in 2008 & 2010 respectively.

IDE supports various construction and maintenance activities of the college and of the Dept. Of Computer Science.

1.1.8 How does institution analyze/ensure that the stated objectives of curriculum are achieved in the course of implementation?

1. Feedback from students and other stake holders are collected and analyzed in each semester.
2. Department meetings are conducted regularly to discuss the progress of academic and co-curricular activities.
3. Two model examinations in the prescribed university question model format are conducted in each semester.
4. Class PTA and General PTA are convened from time to time to evaluate student progress and academic achievements.
5. The academic council of the college meets every month to analyse the implementation of curriculum in time.
6. At the end of each year academic council conducts result analysis and makes recommendations.

1.2 Academic Flexibility

1.2.1 Specifying the goals and objectives give details of the certificate/diploma/skill development courses etc., offered by the institution.

1. Certificate course in 'Communicative English for Rural Students' funded by UGC and assisted by Institute of English, Thiruvananthapuram to improve fluency and Communicative English proficiency of learners.
2. Additional Skill Acquisition Program to improve IT skills, language skills and soft skills in students.

1.2.2 Does the institution offer programmes that facilitate twinning/dual degree? If 'yes', give details.

As per the statutes of Kerala University there is no provision for pursuing dual degree programmes simultaneously, and therefore, the college does not offer any such programme.

Department of Geography

Department of Geography offers B.Sc programme in Geography with Geology and Statistics as its complementary subjects. The programme includes fifteen core courses and six complementary courses one open course and one project work.

Project work for the present academic year has been concentrating on Medical Geography.

Department of Statistics

The Department offers BSc Statistics programme with Mathematics and Computer Science as complementary subjects. The programme includes 12 core courses, 4 complementary courses, one open course and one project work.

Every year the students of this department secure University Ranks. Also around 70% of the students per year go to study M.Sc Statistics course. The Department also publishes research articles in National and International reputed journals.

Department of Physics

The Department offers BSc programme with double main – Physics and Computer Applications so that the students can pursue higher studies in both the disciplines. The programme includes 12 core courses, 4 complementary courses, 12 vocational courses, 2 additional language courses, 4 language courses, 2 foundation courses, 1 elective course and 1 project work. The unique thing about the course is as it combines both computer application and physics it enables the students to develop software which can be of huge help for Physics research and development. This interdisciplinary course is highly flexible and opens career opportunities in software engineering, research and teaching in both Physics and Computer Science. The department also offers M.Sc Physics with Electronics as Elective. The programme includes 12 main papers two labs and 1 project work which enables them to get acquainted with the theoretical knowledge.

- **Choice based Credit and Semester System and range of Subject Options**
The degree programmes have six types of courses like core courses, complementary courses, elective courses, open courses, courses in additional language and language courses. The system allows greater freedom than the conventional system to the students in the selection of courses. Open courses assure interdisciplinary approach, and allow them greater freedom to choose from the courses offered by different departments including minor departments. The elective offer internal mobility among select core courses.

1.2.3 Give details on the various institutional provisions with reference to academic flexibility and how it has been helpful to students in terms of skills development, academic mobility, progression to higher studies and improved potential for employability. Range of Core/Elective options offered by the University and those opted by the College

There are seven degree programmes conducted under CBCSS, and one PG programme in this college. Each of the programme offered here opens up a number of job opportunities and makes the students eligible for higher studies in the disciplines concerned.

Department of Chemistry and Industrial Chemistry

Department of Chemistry and Industrial Chemistry offers B.Sc programme in chemistry and Industrial Chemistry with Mathematics as complementary course. The programme includes 10 core courses a vocational courses, 2 additional language courses, 4 language courses, 2 foundation courses, 1 elective and 1 project work.

Department of Computer Science

Dept. of Computer Science offers B.Sc programme in computer science with Physics and Mathematics as complementary subjects. The programme includes 30 core courses, 4 complementary courses, 1 open course, 2 elective courses, 2 foundation courses, 2 language courses and 2 project works. The department runs three courses ,namely three year B.Sc Computer science ,BCA ,B.Com with computer applications of the School of distance education University of Kerala

Dept. of Biochemistry

Dept. of Biochemistry offers B.Sc programme in Biochemistry with Botany/Zoology and Chemistry as complementary subjects. The programme includes 10 core courses, 1 open course, one elective course, 2 foundation courses, 8 complementary courses, 1 project work, 5 English Language Courses and 4 Additional Language courses.

Dept. of Biotechnology offers B.Sc programme in BT with Botany and Zoology as complementary subjects. The programme includes 10 core courses 3 open courses, 1 elective course, 2 foundation courses, 1 project work.

Credit transfer and accumulation facility

There is no existing guideline to transfer the credits to another university or to another programme and to bring back the credit earned from another University and also from within the university.

Lateral and vertical mobility within and across programmes and courses

Students pursuing particular core programmes can choose open courses provided by the other departments, and it ensures interdisciplinarity. However students pursuing a particular programme cannot switch to another programme.

1.2.4 Does the institution offer self-financed programmes? If ‘yes’, list them and indicate how they differ from other programmes, with reference

to admission, curriculum fee structure, teacher qualification, salary etc.

The college does not offer any self-financed programmes.

1.2.5 Does the college provide additional skill oriented programmes, relevant to regional and global employment markets? If ‘yes’ provide details of such programme and the beneficiaries.

1. Certificate course in ‘Communicative English for Rural Students’ funded by UGC and assisted by institute of English, Thiruvananthapuram to improve fluency and communicative English proficiency of learners.
2. Additional Skill Acquisition Programme to improve IT skills, language skills and soft skills in students.
3. Walk with a Scholar programme with the financial support of Govt. of Kerala
4. Scholar support programme for students with financial assistance from Govt. of Kerala.

1.2.6 Does the University provide for the flexibility of combining the conventional face-to-face and Distance Mode of Education for students to choose the courses/combination of their choice” If ‘yes’, how does the institution take advantage of such provision for the benefit of students?

As per the statutes of Kerala University there is no provision for combining regular and distance modes of education.

Curriculum Enrichment

1.3.1 Describe the effort made by the institution to supplement the University’s curriculum to ensure that the academic programmes and institutions goals and objectives are integrate?

The institution ensures Academic excellence, personality development and social orientation for the integral transformation of students. The objectives of the curricula offered by the University of

Kerala, compliments with the goals of the institution. The range and scope of the courses in each programme assure that the students achieved academic excellence in the respective discipline. Seminar presentations, project works, and data collection are imperative for the successful fulfilment of the programmes and they help the students to develop their personality and outlook. Apart from Academic framework, each programme provides exposure to the students to interact with society, industry and institution through dialogue, seminars, workshop and field studies which ensures their social interaction.

1.3.2 What are the efforts made by the institution to modify, enrich and organize the curriculum to explicitly reflect the experiences of the students and cater to needs of the dynamic employment market?

1. Career Guidance and placement cell, interact with external recruiting agencies and industries to understand the current trends in the employment market and provide training to the students in required areas.
2. The institution collects 'feedback' on programmes and courses from the alumni, students and teacher organizations, and makes representation in the University.
3. The faculty members actively participate in the seminars, and symposiums, conducted by the University on Syllabus Modification, and make creative intervention.

1.3.3 Enumerate the efforts made by the institution to integrate the cross-cutting issues such as Gender, Climate changes, Environment Education, Human rights, ICT etc into the curriculum?

The college makes efforts to integrate socially relevant issues into the curriculum with the help of the different cells functioning in the college like Career Guidance Cell, Minority Remedial Coaching Cell, NSS etc. The college also has clubs like Womens Club, Nature Club, literary club,

Film club etc. The college union and departmental associations play a vital role in these ventures. A few of the programmes are detailed below.

Gender Issues:

Gender specific issues are addressed by the curriculum itself and they are effectively transacted to the students both in the class-room and outside. Women's Day is celebrated in the college regularly under the auspicious of Women's Club and discussions are initiated in the campus about discrimination of women and their rights and privileges assuring equal opportunity in all activities.

Climate Change:

The college conducted awareness programmes on global warming, Deforestation and planted trees in the campus to sensitize students about environmental issues.

ICT:

Edusat room and the seminar hall are equipped with interactive boards, and all the IT related infrastructure of our college equips our students to face the world with confidence. They also ensure active student participation in the teaching learning process.

1.3.4 What are the various value added courses/enrichment programmes offered to ensure holistic development of the students?

1. Observance of religious festivals of all sections and communities:
The College initiates celebration of various religious and provincial festivals like Onam, Ramzan and Christmas to promote secular ideas and religious tolerance.

2. Observance of days of national importance: Independence day, Republic day, Kerala Piravi, Gandhi Jayanthi, Teachers Day, International Book day, World Aids day etc with due respect.
3. Colony visit: The NSS volunteers of the college regularly visit the neighbouring colonies to educate them and bringup to the main stream society.

Better career option

1. Career seminars
2. Campus recruitment
3. Mock interviews
4. Event management (college union and association)

Community orientations

We encourage the following practice to generate social orientation among our students.

1. Blood donation campaigns
2. Road safety awareness campaign
3. Planting trees

Employability and life skills

1. Certificate course in “Communicative English for Rural Students” funded by UGC.
2. Additional Skill Acquisition Program to improve IT skills language skills and soft skills.
3. PGDCA
4. PDNE
5. PDCI
6. Certificate course in Computational methods for Science students
7. ADMB
8. PDCA

1.3.5 Citing a few examples enumerate on the extent of use of the feedback from stakeholders in enriching the curriculum?

The institution regularly collects feedback from students and other stakeholders and these feedbacks are instrumental in the revision of curriculum and college level planning. All the departments in the college have succeeded in getting the curriculum revised as per the feedback provided.

1.3.6 How does the institution monitor and evaluate the quality of its enrichment programmes?

The institution conducts a number of enrichment programmes like seminars, workshops, invited talks, symposiums, debates, discussions and quizzes. Extracurricular activities like club activities, little magazines, manuscript magazines are also done. After such activities, result analysis, collection of feedback and periodic reviewing are conducted to understand the impact and influence of the programmes. They enhance the analytical, critical thinking, and problem solving skills of students besides improving their study habits, time management, and interpersonal skills. The programmes establish a supportive network of peers, staff and faculty. Higher education enrolment ratio is another indicator of the quality of our enrichment programmes.

1.4 Feedback System

1.4.1 What are the contributions of the institution in the design and development of the curriculum prepared by the University?

The institution regularly collects feedback in prescribed format, from students and other 'stake holders' to evaluate the course and the faculty and takes steps to systematically document it. Concerned departments and the college council analyse the feedback and identifies the corrective measures such as modernization of syllabus and other aspects of pedagogy. The representatives of the institution present the views to the bodies responsible for designing of syllabus and evaluation.

Many of our faculty is members of Board of Studies, Board of Examinations, and other academic bodies and they influence and incorporate suggestions while designing curriculum.

1.4.2 Is there a formal mechanism to obtain feedback from students and stakeholders on Curriculum? If ‘yes’, how is it communicated to the University and made use internally for curriculum enrichment and introducing changes/new programmes?

Yes, the institution has a formal mechanism to obtain feedback from students and stake holders on curriculum. The students express their views on course and faculty through student evaluation forms. Alumni and parents also register their views during alumni and PTA meetings on curriculum enrichment. The faculty members who are members of Board of Studies, board of examinations obtain regular feedback from academic peers and suggests a views on curriculum revision. The institution collects and documents these responses, analyse it and represents them in the concerned bodies of the University.

1.4.3 How many new programmes/courses were introduced by the Institution during the last four years? What was the rationale for introducing new courses/programmes?

Being a government college, new courses have to be sanctioned and approved by the University and the Government. The college received sanction for MSc Physics course during the academic year 2011-12. Proposals for new programmes like MSc Biotechnology, M.Sc Biochemistry, MSc Statistics, M.Sc Computer Science, M.Sc Maths, M.Sc Geography are submitted to Government in the current academic year (2013-14).

Though a literate place, Kariavattom is away from the chaos and confusion of city life. Most of the students of this college are hailing from lower middle class, SC/ST/OBC, minority and other marginalized sessions of the society and many of them are the first generation degree holders of their family. It is important to ensure opportunities for higher education and employment for these sections of the society to ensure

inclusiveness, upward mobility and social justice. The college offers courses based on modern technology which nourishes employment opportunities and the latest requirement of the society.

CRITERION II

TEACHING-LEARNING AND EVALUATION

2.1 Student Enrolment and Profile

2.1.1 How does the college ensure publicity and transparency in the admission process?

The institution follows the policy of the Government of Kerala and the regulations of University of Kerala for the admission of students to various programmes. The affiliating university invites applications for admission to the various programmes offered by the colleges through newspaper calls and University website. The institution gives wide publicity to the admission process through notification in regional news paper, institutional website, University website, college prospectus and notice boards.

The provisional ranks lists are exhibited on the notice boards of the college, and the students are informed of the date of admission and other required information through interview cards which are sent sufficiently early to reach the students. students are also contacted over phone if required. Complaints if any regarding the ranks assigned are considered and changes are effected if required. The process admission is fully computerized.

2.1.2 Explain in detail the criteria adopted and process of admission (Ex. (i) merit (iii) common admission test conducted by state agencies and national agencies (iii) combination of merit and entrance test or merit, entrance test and interview (iv) any other) to various programmes of the Institution.

The institution offers 7 Under Graduate (UG) programmes and One Post Graduate (PG) programme (M.Sc Physics). A single window system is in operation for admission to the postgraduate programmes

offered by the institutions under the affiliating University where the applicants make a single application specifying the choice of preference of colleges and allotments are made accordingly. The academic year 2012-13 onwards this system of admission is introduced in the Under Graduate level also.

At the time of admission the provisionally selected candidates and their parents are assembled in a hall where the candidate interviewed by a body consisting of the Principal, Head of the Department concerned, class tutor and the admission coordinator. Admission is based on academic merit in the previous qualifying examination. Index mark is the basis for admission which includes the weightage given for NSS/NCC/Literacy activity, achievements in national or state level. The admission procedure is as per the university schedule. Applications for admissions to undergraduate programmes are called for in the month of May. After scrutinizing applications, provisional rank lists of students are published.

Only the applications of students who have secured EHS (Eligibility for Higher Studies) in the qualifying examination are considered. The seats available for admission are set by the state government and Kerala University. Admission committee members conduct counseling and help the students in the admission process.

2.1.3 Give the minimum and maximum percentage of marks for admission at entry level for each of the programmes offered by the college and provide a comparison with other colleges of the affiliating university within the city/district.

The admission is based on the index marks secured by a student, and not exclusively on the percentage of marks obtained in the qualifying examination.

Programme	Year	Open category		SC/ST category		Any other College	
		Highest index	Lowest index	Highest index	Lowest index	Highest index	Lowest index
B.Sc PCA	2009-2010						
	2011-2012	1367	1225	1163	776	1175	1094
	2012-2013	1308	1114	908	789	1267	1015
	2013-2014	1329	1283	800	953	1295	1227
	2014-2015	1334	1254	1149	8172	1300	1225
B.Sc IC	2010-2011						
	2011-2012	1268	1077	925	784	1781	1128
	2012-2013	1320	1248	1049	878		
	2013-2014	1302	1112	1027	719		
	2014-2015	1329	1064	902	861	1216	1121
M.Sc Physics	2012-2013	1014.1	1013.5	838.8			
	2013-2014	917.89	887.5	896.88			
	2014-2015	922.889	902.69	668.4	460		
B.Sc Computer Science	2009-2010	573	425	480	293		
	2011-2012	1347	1023	1120	923		
	2012-2013	1472	1236	1189	1029		
	2013-2014	1492	1441	1033	898		
	2014-2015	1450	1274	1091	978		
B.Sc Statistics	2009-2010	490	402	438	385		
	2011-2012	1244	998	895	642		
	2012-2013	1219	901	863	663		

	2013-2014	1267	1141	868	715		
	2014-2015	1242	1025	806	913		
B.Sc Geography	2009-2010	1291	1108	973	716	1293	1112
	2011-2012	1108.5	949.2	881.2	358.67		
	2012-2013	1165.45	839.1	886.5	665		
	2013-2014	1132	1121.4	989.5	696.35		
	2014-2015	1182	1167.9	1016.95	833		
B.Sc biotechnology	2009-2010	621	516	455	392	621	516
	2011-2012	1291	990	1006	1072	1291	990
	2012-2013	1332	1017	1120	824	1332	1017
	2013-2014	1346	1164	1224	926	1156	1064
	2014-2015	1338	1296	1142	944	1338	1296
B.Sc Biochemistry	2009-2010						
	2011-2012	1221	1172	1076	887		
	2012-2013	1369	886	1203	898.4		
	2013-2014	1302	1119	1155	890.8		
	2014-2015	1335	1205	1121	1035		

2.1.4 Is there a mechanism in the institution to review the admission process and student profiles annually? If ‘yes’ what is the outcome of such an effort and how has it contributed to the improvement of the process?

The institution assures that all admissions done are as per the norms and regulations of the University of Kerala and the State Government. Students are admitted to each programme after careful

scrutiny of their credentials and qualifications, and the admission process is undertaken by the Admission Committee, which meticulously reviews the process. The profiles of students undergoing each programme are collected at the beginning of every academic year and their skills and interests are identified by the faculty members, and especially the tutors. The students are subsequently motivated to excel in the respective areas and an assessment is done at the end of each academic year to review their achievements and growth.

2.1.5 Reflecting on the strategies adopted to increase/improve access for following categories of students, enumerate on how the admission policy of the institution and its student profiles demonstrate/reflect the National commitment to diversity and inclusion

The institution upholds the spirit of the constitution of India. The genuine concern for equity can be seen in the admission process of the college.

1. SC/ST

Students from SC/ST category are allotted seats as per the reservation policy of the Government of Kerala and the guidelines of the University of Kerala. Fees exemption/concession and scholarship benefits are also extended to the students according to rules and regulations of the Government of Kerala.

2. OBC

Students from OBC category are allotted seats as per the reservation system followed in the Government of Kerala. Fees exemption/concession and scholarship benefits are also extended to the students according to rules and regulations of the State Government.

3. Women

75% of the admitted students in this college are girls and there is no separate reservation for women as per Government rules.

4. Physically Handicapped

One seat is reserved for the Physically Handicapped students in each programme as per the rules of the Government of Kerala.

5. Economically-weaker sections

Forward Caste BPL (Below Poverty Line) students are given a reservation of 10% during admissions. They are also eligible for fee concession.

6. Minority Community

Seven percent seats are reserved for Muslim community in each programme. Two percent seats are also reserved for LC/SIUC and OBC Christians.

7. Sports Reservation

One seat is reserved for students who have achievements in sports in each programme as per the rules of the Government of Kerala and Kerala University. Apart from this, the students who have excelled in the field of sports are given consideration for admissions. The selection of students for admission is based on their performance in sports and their eligibility for higher studies.

8. Reservation for Lakshadweep Students

One seat is reserved for Lakshadweep students for each programme as per the rules of Government of Kerala and Kerala University.

2.1.6 Provide the following details for various programmes offered by the institution during the last four years and comment on the trends. i.e., reasons for increase/decrease and actions initiated for improvement.

Sl.No.	Programme	Year	Number of Application	No. of students admitted	Demand ratio
UG					
1.	B.Sc Physics	2011-2012	1350	29	1:46
		2012-2013	1425	29	1:49
		2013-2014	On line admission by the University		
		2014-2015			
2.	B.Sc Computer Science	2011-2012	1350	29	1:46
		2012-2013	1425	29	1:49
		2013-2014	On line admission by the University		
		2014-2015			
3.	B.Sc Statistic	2011-2012	800	36	1:22
		2012-2013	1000	36	1:27
		2013-2014	On line admission by the University		
		2014-2015			
4.	B.Sc Biochemistry	2011-2012	1300	36	1:36
		2012-2013	1490	36	1:41
		2013-2014	On line admission by the University		
		2014-2015			
5.	B.Sc Geogrpahy	2011-2012	600	37	1:16
		2012-2013	800	37	1:21
		2013-2014	On line admission by the University		
		2014-2015			
6.	B.Sc Biotechnology	2011-2012	1400	29	1:48
		2012-2013	1500	29	1:51
		2013-2014	On line admission by the University		
		2014-2015			
7.	B.Sc Chemistry & Industrial Chemistry	2011-2012	1225	29	1:42
		2012-2013	1300	29	1:42
		2013-2014	On line admission by the University		
		2014-2015			

- As the college runs technologically advanced courses, the demand for admission is very high in comparison with traditional courses. So the college strives to start more P.G courses like MSc in Biotechnology, Biochemistry, Geography, Computer Science etc. Proposals are sent to the University and Government of Kerala every year.

- As the biggest IT park, Technopark is very near to the college, our students are getting more opportunities in building up their career, especially students of Computer Science and Computer Application. Thus, there is an increase in the demand for admission to all courses.

2.2 Catering to Diverse Needs of Students

2.2.1 How does the institution cater to the needs of differently-abled students and ensure adherence to Government policies in this regard?

Reservation as per the policy of the State Government is followed in the Admission of differently-abled. The number of such applicants is relatively less. Though very few are admitted, the institution pays special attention to their needs. In this effort, Audio CDs are available in the library for the visually challenged. Government stipends are also made available to the differently-abled. Further, the institution offers the provision for scribes in written examinations.

2.2.2 Does the institution assess the students' needs in terms of knowledge and skills before the commencement of the programme? If 'yes', give details on the process.

Yes. The profiles of the students are collected and small tests are conducted at the beginning of every academic programme and their skills and drawbacks are assessed. Students are subjected to various methods of evaluations like vocal responses, individual responses and written tests. Based on their performance, students are identified as slow, average and advanced learners. Students are tested for their previous knowledge by asking probing questions before a teacher engages a particular topic and if found lacking, is taught the basics to bridge the gap. In order to fill the gap in the subject concerned, students are given additional coaching classes as demanded by them through Scholar Support Programme.

2.2.3 What are the strategies drawn and deployed by the institution to bridge the knowledge gap of the enrolled students to enable them to

cope with the programme of their choice? (Bridge/Remedial/Add-on/Enrichment courses, etc.**Bridge Courses**

A bridge course is conducted at the beginning of every academic year to equip the students to face the programme and the courses with confidence. And also bridge courses are conducted for a week at the class level to get the students acquainted with the programmes. Scholar Support Programme (SSP) conducted with the assistance of the Department of Collegiate Education identifies weak students and their needs and strives to cater to those requirements in a systematic way. The UGC funded remedial teaching classes also have been useful in improving the knowledge level of the students. peer study groups also help to bridge the knowledge divide among our students.

Orientation programme for freshers

The college conducts a bridge course for the new entrants to give an orientation on the Programme details, Evaluation system, Campus rules and regulations, library and other infrastructural facilities, co-curricular and extracurricular activities like Sports, NSS and student support services like Anti ragging cell, Grievance Redressal Cell, Career guidance Cell etc. Besides this, awareness classes on Cyber crime and legal literacy are also offered to keep them abreast of potential threats and solutions.

Remedial Courses

Remedial coaching aims to provide additional academic support to students belonging to SC, ST, OBC (Non-Creamy layer) and minority communities. Classes were organized before or after regular college hours. Typed academic materials were given to students as additional

source of information. Classes were handled by teachers belonging to respective departments. An examination was conducted at the end of the coaching program to evaluate the students.

Remedial classes engaged during tutorial hours (beyond the regular hours) bridge the knowledge gap and pay attention to the slow as well as advanced learners besides the Remedial Coaching Classes provided under the UGC funded programme. Remedial classes conducted after every internal evaluation also helps the slow learners.

Enrichment Programmes

Class seminars help the weak as well as the advanced learners to improve their performance. The activities organized by all the departments contribute to the overall development of the students. Expert lectures, Workshops and Seminars organized at regional, state and national level help the students update their knowledge in different discipline. Students are also encouraged to participate in seminars, conferences and workshops organized by other institutions and universities.

As majority of our students are from the rural background, special attention is paid in organizing programmes on personality development and computer skill enhancement. Legal literacy classes and cyber-crime awareness are also conducted to sensitise them on related issues.

The institution takes interest to expose the advanced learners to the educational and career advancements possible beyond the institution besides the *Walk With A Scholar* Programme. This is achieved through programmes like grooming for civil services, educational tours and visits to industries, manufacturing units etc.

Walk With a Scholar Programme

Walk With a Scholar (WWS) scheme is implemented in our college to arrange specialized mentoring programs for selected students in Under Graduate Programs in Arts, Science and Commerce and to provide guidance for their future. The scheme introduces the idea of mentoring and builds on the concept of mentor as a 'Guide' and 'Friend'. It has been observed that the students in Arts, Science and Commerce Colleges do not get necessary orientation to prepare them for employment or guidance necessary to select areas for higher study. The mentoring scheme for students will be purely voluntary in nature. It will be open for all students entering the first year of the Under Graduate Programme of Study.

The Scheme aims at giving necessary orientation to needy students, to prepare them for employment and give them necessary guidance, motivation and necessary mental support to identify appropriate areas for higher study as well as employment. The mentoring scheme should be planned to identify the opportunities available for the scholars, the areas suitable for them, the manner in which the scholar should proceed before them and evolve ways by which they can be acquired.

Additional Skill Acquisition Programme (ASAP)

As the name implies, ASAP program envisages in imparting skills for easy employment of graduate students. The college has started the program from 27-02-2013 onwards. Classes are conducted in every working day morning 9am to 10 am, some Saturday and during vacations. Now 30 students are getting benefit of it. The first year module consists of 180 hrs training out of which 120 hrs is for communicative English and

60 hrs is for information technology. We have already covered 155 hrs of training. The second phase is for skill training such as printing technology, share trading etc. So far 18 students got selection to various skills training course.

WWS – Programme – 2013-2014

Name of Resource Person	Topic	Class	Time	Date
Mr. Pandiraj	Mind and Body Refreshment	2 nd year	1½ - 4½	1-2-2014
Dr. Chandraprasad Sreedhar	Positive Thinking	1 st	1½ - 4½	1-2-2014
Mr. Anu S. Nair	Preparation for Competitive Exam	1 st	10-1	15-2-14
Dr. T.G. Saratchandran	Numerical Ability	2	1½ - 4½	15-2-14
Dr. Arun V.	Personality Development and life skill training	1 st	1½ - 4½	22-2-14
Sri. Hari J. T.	Emotional Intelligence	1 st	1½ - 4½	15-3-14
Prof. P. Vijayakumar	Competence English	1 st	10-1	22-3-14
Dr. K.C. Mathew	Personality Development	1 st	½ - 4 ½	22-3-14
Dr. C.T. Farook	Personality Development	2 nd	10-1	19-3-14
Dinakar Lal Thavamony	Personality Development	2 nd	½ - 4 ½	20-3-14
Dr. Manoj Kumar	Personality Development	1 st	10-1	20-3-14
Dr. Manoj Kumar	Personality Development	1 st	1 ½ - 4 ½	20-3-14
Sreevidya Santhosh	Personality Development	1 st	1 ½ - 4 ½	21-3-14
Mr. Sumesh	Moral Based Personality and Creative talent Development	1 st	10-1	8-3-14
Mr. Pandiraj	Mind and body refreshment	2 nd	10-1	1-2-14
Dr. Chandraprasad Sreedhar	Group discussion and facing interview	2 nd	10-1	1-2-14

Dr.T.G. Saratchandran	Numerical Ability	1 st	10-1	15-2-14
Sri. Chandramohan	Positive thinking	2 nd	10-1	22-2-14
Sri. Hari J.T.	Emotional Intelligence	2 nd	10-1	15-3-14
Mr.P. Vijayakumar	Competence in English	2 nd	1 ½ - 4 ½	22-3-14
Dr. K.C. Mathew	Personality Development	2 nd	10-1	22-3-14
Dr. C. T. Farooq	Personality Development	2 nd	1 ½ - 4 ½	19-3-14
Dinakaral Tharamony	Personality development	2 nd	8-1	20/3/14
Dr. R.V. G. Menon	Career and Research	2 ⁿ	12 ½ - 5 ½	24-3-14
Sri. Radhakrishnan	Career and Higher Education in Geography	2 nd	1 ½ - 4 ½	25-3-15

2.2.4 How does the college sensitize its staff and students on issues such as gender, inclusion, environment etc.

This institution has a well functioning Student Counselling Centre with professional counselors for providing counseling service to both the staff and students. Feedback from the counselors is useful in identifying the problems faced by students and in ameliorating them. Anti-ragging Cell, SC/ST and Minority Cell, NSS undertake programmes to sensitize students on issues of gender inclusion, human rights, legal literacy, environment and other relevant issues. The college also joins hands with the Social forestry Wing of the Forest Department of the Government of Kerala to keep the campus green, clean and plastic free.

2.2.5 How does the institution identify and respond to special educational/learning needs of advanced learners?

Adoption of interactive teaching methods help for the better understanding of students by the faculty. ICT enabled teaching helps both the slow and advanced learners. Advanced learners are identified by class

tutors and individual teachers form their in-class responses and periodic evaluation tests. Performance in practical classes are also a means to identify them.

The college offers EDUSAT facility which provide sufficient exposure to our advanced learners. We have a well furnished general library.

The advanced learners are given tasks requiring high order thinking like assigning brainstorming inquisitive topics for seminar presentation. They are also encouraged in creative writing, addressing peers on relevant topics in each subject and given role of student coordinator and leaders. Such students are encouraged to participate in competitions like quiz, debates, elocution, versification etc. at various levels and facilitated through resources like IT, coaching classes for competitive examinations etc. Motivation through scholarship is also practiced. A friendly environment is created to improve the communication skills of the advanced learners. A number of motivational lectures are organized to channelize their potential to accomplish greater goals.

2.2.6 How does the institute collect, analyze and use the data and information on the academic performance (through the programme duration) of the students at risk of drop out (student from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc.)?

Scholar Support Programme is implemented in the college to support the slow learners with the assistance of the Government of Kerala besides the Remedial Coaching Classes provided under the UGC funded programme. The moral of the slow learners is boosted by counseling sessions, remedial classes and intensive interactive sessions before and after the

regular class hours. Bridge courses are conducted for a week at the class level to get the students acquainted with the programmes. They are also given guidance and are motivated by providing additional learning material such as text books, audio and video material and question papers of previous examinations.

Each class has a class tutor to maintain a record of personal data, attendance and academic performance of every student. The attendance, behaviour and overall performance are monitored by the tutor as well as the subject teachers engaging them. Special counseling is given to students who are likely to drop out and are thus retained to complete the programmes. Economically weak ones are supported with scholarships like Post Metric Scholarship, Central Sector Scholarship, State Merit Scholarship, District Merit Scholarship Merit scholarship to Children of School Teachers, Higher Education Scholarship, Hindi Scholarship, Mulsim Nadar Girls Merit Scholarship, Sanskrit Scholarship, Suvarna Jubilee Merit Scholarship and C.H. Muhammed Koya Scholarship. Financial support from department faculty members, are extended to deserving students. PTA also provides financial aid for he economically weak students.

2.3 Teaching-Learning Process

2.3.1 How does the college plan and organize the teaching, learning and evaluation schedules? (academic calendar, teaching plan, evaluation blue print, etc.)

The academic programme of the college are based on the academic calendar of Kerala University. The departments conduct unit tests, assignments, student projects, industrial visits, student seminars, field trips and other activities depending on the syllabi of the programmes. At the beginning of each semester, a semester plan of teaching is prepared by

individual teachers and a copy of the same is forwarded to the IQAC by the Head of Department concerned. Periodic review in department council helps to know the progress and identify the difficulties and take appropriate measures to ensure the committed coverage of the syllabi.

Each faculty member has a Teacher's Diary to record the daily progress of the plan and also the hurdles, if any. Corrective measures are adopted by the respective teachers. Alternative measures include engaging extra hours by internal swaps and extra classes on holidays. Special time tables are issued towards the end of the semester to facilitate effective time and resource management.

Planning and preparation is done for laboratory works. The departments also carry out internal assessment based on students' performance in class tests, assignments, seminar presentations and attendance. Hourly attendance is taken which is reviewed weekly and consolidated semester-wise. The final evaluation of students is done according to the university schedule. Towards the end of each semester, the internal grades are published on the notice board and complaints received if any are rectified and forwarded to the University. Theory and practical examinations are conducted by the university and evaluation is carried out. The results of examinations are declared and score cards issued by the University.

Evaluation blue print is communicated at the beginning of the semester by respective subject teachers and assessments are carried out as per the scheme of evaluation followed by the affiliating university.

2.3.2 How does IQAC contribute to improve the teaching-learning process?

IQAC has been instrumental in promoting quality enhancement and sustenance through self-appraisal, evaluation and feedbacks. Feedbacks from various sources play a crucial role in assessing the teaching

and learning process. These are obtained through Student feedback forms; Suggestion boxes placed at the most accessible spots, personal feedbacks, communication from students and to some extent from peer assessment.

Improvement of the infrastructure for effective teaching-learning is also a prime concern of IQAC. There has been a remarkable progress in this area during the last few years. 09 LCDs, 68 Desktops, 15 laptops, 01 OHP, 1 Slide projector, 02 Plasma TV, 1 VCP, Audio/Video CDs, Teaching models and charts add to the list of equipment. As part of improving the facilities a Language Lab, IT lab, Seminar hall, Conference hall (Edusat Hall) and IT supported spacious library has been constructed. In addition to the Network Resource Centre in the library and IT lab, Broad band / Wi-Fi connectivity is extended to all the departments, office, computer lab and library.

IQAC promotes quality enhancement, to keep abreast with the latest innovations and concepts in teaching and learning. Seminars and workshops are organized periodically to get exposed to the recent trends. Faculty members have the provision for availing FDP under UGC for undertaking research degree. A total of five faculty members have availed this facility in the last plan period. Teachers are given opportunity to attend seminars, workshops and conferences organized by universities, organizations and other institutions. Participation of faculty in orientation and refresher courses conducted by academic staff colleges of different universities is also promoted. As a reflection of the social as well as academic commitment, faculty members are encouraged to undertake Research projects and publish their findings as research papers and articles. Above all, teachers are motivated to be resource persons within and outside the institution. Opportunity for interaction with external experts is also utilized whenever possible.

2.3.3 How is learning made more student-centric? Give details on the support structures and systems available for teachers to develop skills like interactive learning, collaborative learning and independent learning among the students?

During the last few years we are gradually shifting the learning process from teacher-centered-pedagogy to student-centered-pedagogy with the active participation of students in project works, field trips, seminars and discussions. Now the institution ensures student centric environment by means of interactive method rather than lecture method. The assignments and projects are given both individually and collectively which contribute to their collaborative learning potential. Presentations by the students open up opportunity for interacting with the teachers as well as among themselves. Feedback on respective seminar presentations, assignments and projects offer a platform for participatory evaluation.

2.3.4 How does the institution nurture critical thinking, creativity and scientific temper among the students to transform them into life-long learners and innovators?

Practical classes, student projects, field trips, industrial visits, environment awareness programmes and other various academic and co-academic programmers conducted in this college nurture critical thinking, scientific temper, communication skill, analytical ability, emotional quotient, decision making skill, and creative thinking among the students. The institution provides Wi-Fi internet accessibility, EDUSAT facility and information and to cope with the modern technology.

Creative writing skill is improved through department magazines, manuscript magazines and college magazines. Leadership skill and management skill of the students are encouraged through works like campus beautification, documentary and short film making. Participation

in NSS, and various clubs like Eco club, Science club, performing Arts Club are also boost their team working skills, self esteem, and individuality. Science subjects offer practical classes which promote learning through experiments, dissections and activities. All the students of VI semester undertake a project in the core course as part of their course work. This in turn helps in analytical and reasoning abilities.

2.3.5 What are the technologies and facilities available and used by the faculty members for effective teaching? Eg: Virtual laboratories, e-learning-resources from National Programme on Technology Enhanced Learning (NPTEL) and National Mission on Education through Information and Communication Technology (NME-ICT), open educational resources, mobile education etc.

The institution is equipped with overhead projectors, interactive boards, LCD projectors and the entire faculty members and students have access to Wi-Fi broadband internet. All the departments and library has Wi-Fi broad band internet and inflibnet facility. Departments offering core subject are provided with a laptop and LCD projector. The faculty members make use of this facility to update their knowledge, improve teaching using power point presentations and visuals. Every department and lab is furnished with scanners and printers which can be easily accessed by the faculty members.

The faculty members in the institution use both non-projected aids like blackboard/white board and electronic teaching aids to ensure effective learning experience for students. through the use of illustrations, interactive boards, simulation software and power point presentations the process of teaching-learning is made more interesting and effective. The setting up of a Language Laboratory and Edusat Centre has helped the students to keep pace with modern technology in the teaching-learning process.

2.3.6 How are the students and faculty members exposed to advanced level of knowledge and skills (blended learning, expert lectures, seminars, workshops etc.)

Blended Learning

The entire campus is enabled with high speed Wi-Fi connectivity which can be accessed freely by the faculty members and students. Language lab settings are utilized for learning language. About 60% of classes are engaged with the help of technology integration. Students of the departments of Geography, Biotechnology etc conducts field trips to familiarize the practical and industrial applications involved in the syllabi.

Expert lectures, seminars, workshops

The institute encourages participation of both the students and faculty in seminars, workshops and conferences organized by various institutions and organizations. Teachers participate in regional and national/international seminars in their respective fields, and new information gathered from there are disseminated to the student community. National seminars are conducted in each department and students get opportunity to listen to and interact with the subject experts. A few of the best students are also given opportunity to present papers. Experts from industry and academy are invited to deliver talks, and students and faculty members benefit academically from these sessions.

2.3.7 Detail (process and the number of students / benefited) on the academic, personal and psycho-social support and guidance services (professional counseling/mentoring/academic advise) provided to student

Details of Walk with a Scholar Programme – 2012-2013

Guidance Services

Sl. No.	Service	Resource Person	Activities	Date	No. of Beneficiaries
1.	Mentoring	Dr. SAJEEV S. Assistant Professor, IMG, Trivandrum	Improving inter personal relations & personality development	02.02.2013	30
2.	Mentoring	Dr. R. JAYASREE Associate Professor IMG, Trivandrum	Strategies for stress management	09.02.2013	30
3.	Career Guidance	Dr. CHANDRA PRASAD SREEDHAR Rtd. Associate Professor, IMG , Trivandrum	Study techniques and communication skills	16.02.2013	30
4.	Career Guidance	Dr. KRISHNA KUMAR B. Scientist ; NIIST – CSIR, Trivandrum	Academic advise opportunities and methods of preparation for pursuing higher studies and research	23.02.2013	30
5.	Career Guidance	Sri. RADHAKRISHNAN T. Chief Technology Officer; IIITMK; Technopark, Trivandrum	Applied areas and career opportunities in Geography	02.03.2012	36
6.	Academic advise and Career guidance	Dr. MINI S; Associate Professor; Dept. of Biochemistry; University of Kerala	Opportunities for higher studies and Career options for graduates in Biochemistry	02.03.2013	30
7.	Academic advise and Career guidance	Dr. ALEYAMMA MATHEW; Additional Professor RCC; Trivandrum	Applied areas and career opportunities in Statistics	09.03.2013	24
8.	Academic advise and Career guidance	Dr. V. UNNIKRISHNAN NAYAR; Rtd. Professor; Dept. of Optoelectronics; University of Kerala	Higher study options and career opportunities in Physics	09.03.2013	30
9.	Career guidance	ANOOP M. R.; Project Co-ordinator; Akshaya Centre; Alappuzha	Career orientation Programme in Computer-Science	16.03.2013	30
10.	Career guidance	Dr. HAREESH U.S.; Senior Scientist; NIIST-CSIR; Trivandrum	Higher study options and career opportunities in Chemistry	16.03.2013	30

2.3.8 Provide details of innovative teaching approaches/methods adopted by the faculty members during the last four years? What are the efforts made by the institution to encourage the faculty members to adopt new and innovative approaches and the impact of such innovative practices on student learning?

Last few years have seen an improvement in teaching using more of visuals, power points and student-centered approaches. The college is well aware of the rapid changes in the field of higher education and research, and the college has been taking efforts to keep pace with the innovative teaching-learning practices. The following are a few of the measures adopted:

- Student – centered approaches like seminar presentations, project works, debates, discussions, role taking, quizzes, dramatization, group discussions, and peer assessment.
- The faculty members effectively utilize the Wi-Fi internet and facility for data collection, preparation of notes and for enhancing the student participation in learning.
- The students are trained and motivated to make seminar presentations
- Students are also prompted to use scanners and printers for academic purposes.
- Movies and documentaries related to the curriculum are exhibited before the classes so that teaching can be made effective and easier.
- Hands-on learning is encouraged through field visits, industrial visits and project works.
- Students are motivated to access digital learning materials and e-books for data collection.
- The faculty members are given full freedom in adopting their own effective approach in transacting the curriculum.

2.3.9 How are library resources used to augment the teaching-learning process?

The college has a spacious library with a good number of books, journals and periodicals in various disciplines. Recent and authentic books are available in the reference section of the library. The students can access books, newspapers, journals and magazines from the library, and if required can photocopy the materials. New editions are added regularly and the library stock is updated with current volumes. Students are issued books from the library for the preparation of seminars, assignments and project works. There is also provision for free Internet and Inflibnet facility. Use of the library and the digital resources and books are highly encouraged by all to promote enquiry based and project based learning.

2.3.10 Does the institution face any challenges in completing the curriculum within the planned time frame and calendar? If 'yes', elaborate on the challenges encountered and the institutional approaches to overcome these.

The institution hardly faces any challenge from within, except during times of teacher participation in orientation and refresher programmes. Often challenges appear in the form of hartals, bus strikes, bandh etc. Loss of working days due to any reason is complemented by additional classes on Saturdays or through extra hours.

2.3.11 How does the institute monitor and evaluate the quality of teaching learning?

Teaching-learning is monitored mainly by the Heads of Departments. The faculty members themselves are encouraged to collect the feedback of students to better the teaching learning practice. The IQAC monitors the committed coverage of portions through the semester plan submitted by individual teachers at the beginning of each semester. The Heads of the Departments assure that all the required teaching and

works in connection with internal assessments are done in time. Faculty members are also advised to improve teaching strategies based on the result analysis of the concerned papers. The heads of the departments assure that the teachers maintain work diaries. Periodic evaluation is conducted through class tests. Personal and informal feedback or suggestions from students and parents are also taken into account towards improvement in teaching-learning.

2.4 Teacher Quality

2.4.1 Provide the following details and elaborate on the strategies adopted by the college in planning and management (recruitment and retention) of its human resource (qualified and competent teachers) to meet the changing requirements of the curriculum).

The permanent faculty members of the college are recruited by the Kerala Public Service Commission as per the norms insisted by UGC and the Government of Kerala. FDP substitutes and Guest faculty members are recruited by a Selection Committee consisting of the Principal, subject expert and the Head of the Department concerned, by interviewing eligible candidates included in the registry prepared by the Department of Collegiate Education, Government of Kerala. The selection is based on merit, NET/Ph.D and teaching experience at college level.

Teacher Qualification (as on 31.01.2015)

Highest Qualification	Professor		Associated Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent Teachers			5	3	10	22	40
D.Sc/ D. Litt	-	-	-	-	-	-	-
Ph.D	-	-	4	1	4	7	16
M.Phil	-	-	0	1	1	3	5
PG	-	-	1	1	5	12	19
Temporary Teachers (FDP Substitutes – 01, Guest Faculty -11)					15		15
D.Sc./D.Litt	-	-	-	-	-	-	-
Ph.D.	-	-	-	-	2	1	3
M.Phil.	-	-	-	-	-	3	3
PG	-	-	-	-	2	4	6

- ❖ Twelve of our faculty members are registered for their Ph.D in various universities and their work are in progress.

2.4.2 How does the institution cope with the growing demand/scarcity of qualified senior faculty members to teach new programmes/modern areas (emerging areas) of study being introduced (biotechnology, IT, Bioinformatics etc)? Provide details on the efforts made by the institution in this direction and the outcome during the last three years?

The college invites experts to engage classes in modern areas of study. Faculty members are deputed to attend orientation and refresher courses, workshops and other training programmes in emerging areas like bioinformatics, IT biotechnology etc. Seminars and workshops are also organized at regional and state level for gaining expertise in the new areas. The college does not keep away from the emerging areas or disciplines; instead, the faculty members are encouraged and supported to attain knowledge of new areas. Nine of our faculty members participated in IT oriented programmes and five faculty members from various disciplines attended refresher courses.

2.4.3 Provide details on staff development programmes during the last four years elaborate on the strategies adopted by the institution in enhancing the teacher quality.

a) Faculty members' training programmes organized by the institution to empower and enable the use of various tools and technology for improved teaching-learning.

➤ **Handling new curriculum**

- A workshop was conducted by Kerala University on effective implementation of Choice Based Credit and Semester System (CBCSS) in December 2010.

➤ **Content/knowledge management**

National and regional seminars, invited talks and workshops were conducted by all the six major departments in 2012-13.

➤ **Selection, development and use of enrichment materials**

- The college hosts EDUSAT facility which enriches our know how on different subjects.
- The college subscribes to a number of journals related to different disciplines.
- The college unions publish college magazines every year.

➤ **Assessment**

- The faculty members attend the training programmes conducted by the university on Evaluation and Assessment

➤ **Cross cutting issues**

- All the faculty members have received training and guidance on CBCSS such as credit, grade, courses, programmes etc.

2.4.4 What policies/systems are in place to recharge teachers? (eg: providing research grants, study leave, support for research and academic publications teaching experience in other national institutions and specialized programmes industrial engagement etc.)

Institution encourages and promotes research and publications. Teachers are supported to receive research grants from UGC and other academic bodies. One of our faculty member have undertaken a major research project. Teachers of various departments have research and academic publications. (details furnished in criteria III). Many of our teachers are engaged in doctoral research.

2.4.5 Give the number of faculty members who received awards/ recognition at the state, national and international level for excellence in teaching during the last four years. Enunciate how the institutional

culture and environment contributed to such performance/achievement of the faculty members.

- Dr. V.R. Raveendran Memorial award for the year 2013 for contributions made through Research papers published in the field of Optoelectronics awarded by Dept. of Optoelectronics University of Kerala, Thiruvananthapuram to Jolly Bose ,Department of Physics.
- Prof. T.S.K. Moothathu best paper award in the year 2008 from Kerala Statistical Association (KSA) awarded to Dr. N.K. Sajeevkumar, Dept. of Statistics.
- Priya R. Dept. of Computer Science, best paper award in NCRTIT 2014 National Conference in Recent Trends in Information Technology 2014 at Sree Ayyappa College, Eramallikkara, Paper Title – UML Modeling of a constrained complex system.

2.4.6 Has the institution introduced evaluation of teachers by the students and external peers? If yes, how is the evaluation used for improving the quality of the teaching-learning process?

The IQAC regularly takes feedback from the students at the end of each semester through specially designed questionnaire, and the data thus received is reviewed by the faculty members concerned and required alterations in teaching strategies and methods are effected in the subsequent semesters. The Head of the institution collects the feedback on teachers from external peers visiting the institution as examiners of practical examinations. Their suggestions are passed to the faculty members for improvement of teaching. The procedure facilitates the teaching-learning process.

2.5 Evaluation Process and Reforms

2.5.1 How does the institution ensure that the stakeholders of the institution especially students and faculty members are aware of the evaluation processes?

The evaluation processes followed by the College is mainly based on the pattern implemented by the University of Kerala. Whenever a new pattern is introduced, the College deputed one or two faculty members to attend workshops and similar programmes organized by the University. Training programmes on new methods of evaluation are also organized in the institution by inviting experts in the field. Faculty members are also encouraged to attend centralized valuation camps and all examiners' board meeting for practical exams arranged by the University in the end of the semester examinations.

The detailed process of evaluation is communicated to the students at the beginning of the programme and course by the concerned subject teacher and class tutor. The same is also displayed on the department notice board. The previous university examination question papers and model papers are made available to the students in the department. The students are informed of class tests and assignments and their scores are displayed on the notice boards of the respective departments. Students are also informed of the schemes of evaluation, updates on curriculum revision, alterations in the question patterns and do's and don'ts during practical examinations. Model examinations are conducted before the university semester examination to prepare students to face the examinations with confidence.

2.5.2 What are the major evaluation reforms of the university that the institution has adopted and what are the reforms initiated by the institution on its own?

The University of Kerala to which the college is affiliated has introduced the Choice Based Credit and Semester System (CBCSS) in the UG level w.e.f 2010 academic year. The University introduced the Grading System also as the method of evaluation at the degree level. It is a continuous evaluation process which includes both external and internal assessments. Both CE (Continuous Evaluation) and ESE (End Semester

Evaluation) will be carried out using Direct Grading System on a 5-point scale:

Letter Grade	Performance	Grade Points	Grade Range
A	Excellent	4	3.50 to 4.00
B	Very good	3	2.50 to 3.49
C	Good	2	1.50 to 2.49
D	Average	1	0.50 to 1.49
E	Below average	0	0.00 to 0.49

After the successful completion of a Semester SGPA (Semester Grade Point Average) of a student shall be calculated. Cumulative grade point average (CGPA) is calculated by dividing the sum of the credit points in all courses for the entire programme by the total number of credits. An overall letter grade for the whole programme shall be awarded based on the value of CGPA. Using a 7-point scale as CGPA between 3.80-4.00 is A+; 3.50-3.79 is A; 3.00 – 3.49 is B+ ; 2.50-2.99 is B; 2.00-2.49 is C+; 1.50-1.99 is C; Less than 1.5 is D. For the successful completion of a Programme and award of the Degree, a student must pass all course satisfying the minimum credit requirements and must score a minimum CGPA of 2.00 or an overall grade of C+.

The institution has adopted these reforms and follows the system meticulously. In the internal assessments, weighted grade points are awarded for attendance, class test, assignment, seminar, performance in the laboratory, record work, project work, etc. The process of tabulation of marks is computerized, and displayed on the notice boards of the respective departments. Complaints if any are examined by the Students' Grievance Redressal Cell and recommendations are made to the

departments concerned for rectification if required before forwarding it to the university.

2.5.3 How does the institution ensure effective implementation of the evaluation reforms of the University and those initiated by the institution on its own?

At the start of the academic year, the institution announces tentative dates for the internal class tests and conduct examinations in a centralized mode for each semester. It also ensures the publication of grade points and grades in the stipulated time. It is mandatory that every department has to prepare a question bank on the concerned course and duly submit to the University so as to ensure the effectiveness of the evaluation system.

At the beginning of the semester, each student is allotted a topic as assignment under each course and a tentative data for submission and presentation of seminar is given. Group and individual projects are also assigned in a similar manner specifying the time for submission of report. Proper guidance is also ensured during the project work for the effective and timely completion.

External examinations for all semesters are conducted as per the schedule of the University. Question papers and answer sheets for the same are issued by the University for which the college shall be accountable in terms of confidentiality and the numbers issued. The college has an examination section with Principal as the chief superintendent of examinations, a senior teacher in charge of the papers concerned as additional superintendent, a clerk and supporting staff for the smooth running of the schedule. This wing discharges its function efficiently with the cooperation of all the faculty members.

2.5.4 Provide details on the formative and summative evaluation approaches adopted to measure student achievement. Cite a few examples which have positively impacted the system.

As a part of the formative evaluation, internal assessment grade points and grade are given to the students based on presentation of seminar, attendance, project, assignment and written tests (objective and descriptive) as prescribed by the University. Provision for Retest is allowed for the students under genuine grounds. Conduct of two internal examinations in the centralized manner ensures the uniformity and transparency of the examination system.

Summative evaluation is through examinations conducted at the end of each semester by the University in both theory and practical courses. The announcement of dates for the seminars and assignments at the beginning of each semester helps the students to plan and prepare effectively and there by regularity and punctuality of the students are monitored. Since the topics are given in advance, the students get enough time for preparation, doubt clearance and interaction with faculty and peers, thereby promoting enquiry-based learning is promoted. Project based learning by grouping the students ensure group learning and research skill development. Presentation skills of the students are enhanced by seminar topics in each course where the teacher in charge monitors the communication skill, content, presentation of the topic, use of teaching aids etc. and make necessary corrections at the end. In such a way communication and teaching ability of the students are improved in successive semesters.

2.5.5 Enumerate on how the institution monitors and communicates the progress and performance of students through the duration of the course/programme? Provide an analysis of the students results/achievements (Programme/course wise for last four years) and

explain the differences if any and patterns of achievement across the programmes/courses offered.

Grade point and grade obtained in each course is displayed on the concerned department notice board at the end of every semester. The result is analysed by the individual teachers and students are hence encouraged and helped to improve. Semester wise result analysis is done by concerned class tutor and communicated to parents.

Result Analysis from 2011-2014

Subject	Year	Pass%	University average
Statistics	2014	97.14	93.79
	2013	70.59	66.62
	2012	75.47	77.39
	2011	66.67	39.55
Geography	2014	89.66	83.04
	2013	83.33	72.73
	2012	88.89	73.31
	2011	70.37	65.80
Bio-Chemistry	2014	100	100
	2013	80	93.33
	2012	93.75	95.22
	2011	76.92	86.21
Computer Science	2014	100	98.05
	2013	96	93.79
	2012	96.15	84.95
	2011	84.62	83.47
Physics with Computer Applications	2014	100	92.20
	2013	91.67	74.30
	2012	92	68.83
	2011	88	71.54
Bio-Technology	2014	94.74	94.74
	2013	90	90
	2012	80	80
	2011	68	68
Industrial Chemistry	2014	100	90.33
	2013	90	89.52
	2012	61.9	67.24
	2011	63.64	44.47

2.5.6 Detail on the significant improvements made in ensuring rigor and transparency in the internal assessment during the last four years and weightages assigned for the overall development of students (weightage for behavioural aspects, independent learning, communication skills etc.)

Internal assessment is conducted by the concerned department as course-wise. After every test paper, the valued answer scripts are issued to the student for verification, corrections, if any, are made and the final grade and grade point is displayed on the concerned department notice board. The grade points awarded for all the parameters like assignment, seminar, test paper, performance in Laboratory, record and attendance are displayed one week prior to the finalizing of the internal grades.

Course-wise grade point scored by each student in the internal assessment is uploaded to the university website on time with the supervision of the concerned faculty member handling the course. The heads of the departments hand over Attendance and Progress Certificate of the students to the administrative section in charge of examinations. Only those students who secure 75% of attendance are eligible to appear for university examinations. Evaluators also give due weightage to the communication skills behavioural aspects independent learning, research aptitude, presentation skills, observation and keenness while awarding grade points, especially to seminars, assignments and performance in Laboratory.

2.5.7 Does the institution and individual teachers use assessment/evaluation as an indicator for evaluating student performance, achievement of learning objectives and planning? If 'yes' provide details on the process and cite a few examples.

The college and individual teachers use assessment/evaluation as an indicator for evaluating student performance, achievement of learning objectives and planning. If a significant number of students do not

achieve good performance in the respective topic, the Head of the Department monitors the faculty and give necessary suggestions for improvement.

2.5.8 What are the mechanisms for redressal of grievances with reference to evaluation both at the college and University level?

The college has a Student Grievance Redressal Cell which considers complaints of students regarding the internal grades awarded by the departments. The cell is constituted from among the senior teachers and heads of the departments. The internal grades are scrutinized by the cell before forwarding to the University. The University also has formed a Student Grievances Cell which considers matters regarding both Continuous Evaluation (CE) grades as well as the grades of End Semester Evaluation (ESE) conducted by the University. It offers an opportunity to the students to get their answer scripts re-evaluated within a stipulated time.

2.6 Student Performance and Learning Outcomes

2.6.1 Does the college have clearly stated learning outcomes? If 'yes' give details on how the students and staff are made aware of these?

The institution aims to orient the young students towards academic excellence, personality development and social commitment. The curriculum and the syllabi of the academic programmes offered in this college are transacted in such a way that these objectives are realized by the successful completion of the programmes. Self-reliance and skills in communication, coordination, planning, management, academic writing, and presentation are to be acquired by the students through these programmes. These learning outcomes are communicated to the student's right from the beginning of the academic programmes during the induction ceremony and orientation sessions.

2.6.2 How are the teaching, learning and assessment strategies of the institution structured to facilitate the achievement of the intended learning outcomes?

The college promotes student centric learning through assignments, projects, seminars, project works and practical sessions, through which the students acquire and develop skill in collecting, processing and presenting relevant data, and also develop skills in communication, co-ordination, planning, management and academic writing. The performance of the teachers is subjected to periodic monitoring by IQAC. Publication of exam calendar at the commencement of each semester helps the students to plan and study the syllabus within the stipulated time. After publishing the first internal examination results, weaker students are identified and provisions for remedial classes during the tutorial hours are made. As part of teaching-learning strategy, the institution provides the students with free internet access, EDUSAT, and these facilities help the students to collect up-to-date information for learning. The institution encourages field visits, industrial visits and interaction with experts through seminars and workshops, by which the students develop their knowledge, personality and social orientation. Exposure for students to interact with students of other colleges are also arranged to familiarize the innovative practices existing outside the institution and also attending seminars in nearby colleges on topics related to the newly introduced syllabus.

2.6.3 What are the measures/initiatives taken up by the institution to enhance the social and economic relevance (quality Jobs, entrepreneurship, innovation and research aptitude) of the courses offered?

The programmes offered in the College equip the students to undertake quality jobs and materialize their career ambitions. The college provides booklets containing information on recruitment processes, higher education institutions, interview techniques, group discussion strategies

and quality jobs. All the eligible students of the institution have registered with Kerala Public Service Commission (one time registration). The college periodically displays PSC/UPSC and other job notifications so that students can apply for them in time.

The Career Guidance Cell and Placement Cell (UGC funded programmes) are functioning in the campus to enhance the career opportunity and skills of the students. Under the career Guidance Cell, the importance, relevance of career opportunities of each subject is arranged to make the students aware of the current trends of their subject on a global basis. Students are provided with career magazines which enable them to cope with the current trends in the job market.

Walk With a Scholar Programme (WWS) implemented in the College aims at giving necessary orientation to needy students, to prepare them for employment and give them necessary guidance, motivation and necessary mental support to identify appropriate areas for higher study as well as employment the programme introduces the idea of mentoring. Mentoring is a personal enhancement strategy through which one person facilitates the development of another by sharing known resources, expertise, values, skills, perspectives, attitudes and proficiencies. It allows the learner to build skills and knowledge while attaining goals for career development.

The active participation of students in national seminars is encouraged to develop their research aptitude. Entrepreneurial club under the guidance of the department of Commerce gives entrepreneurial guidance to the students. Alumni members in reputed posts are also invited to interact with the students for sharing the experience motivate and make them aspirant of demanding positions. Opportunity to interact with experts from industries help the students knows the scope and importance of various subjects. Classroom interactions by the concerned

teachers on the practical application of the course also help in the understanding of the thrust areas. Industrial visit, study trip, practical in various subjects oriented towards social and economic relevance also enhances their aptitude in the subject. Additional Skill Acquisition Programme (ASAP) strengthens the self-confidence and passion about the subject.

2.6.4 How does the institution collect and analyse data on student learning outcomes and use it for planning and overcoming barriers of learning?

Result of internal exam and university results are used as indicators of the student performance. Peer group formation and discussion make the slow learners to improve their study. The class tutors monitor the slow learners to find out the exact reason of their low performance and give necessary suggestions and motivations. If needed, counselors are made available to them. The class tutors keep track of the performance of each student and communicate to the Head of the dept. and give necessary help and motivation to ensure the achievement of desired learning outcome. We offer special coaching to the weak students from each programme under the auspices of Scholar Support Programme (SSP).

Interdisciplinary topics are handled by teachers of respective departments to make students understand the topics effectively and to break the monotony. Interdisciplinary projects are also carried out in VI Semester to widen the knowledge and to make them understand about the relevance of the subject in other fields as well. Use of internet, virtual class room and student oriented teaching methods are also carried out to make them more involved.

2.6.5 How does the institution monitor and ensure the achievements of learning outcomes?

Continuous evaluation under CBCS is useful in ensuring the achievement of learning outcomes of our students. Grades are given on the basis of the achievement of the required skills and abilities. Besides, the exposure provided to the students through various curricular and co-curricular activities on a regular basis ensure that the learning outcomes are achieved in the course of the programme. The results obtained in the semester examinations, higher education enrolment ratio, feedback from industries all point toward the achievement of the learning outcome of our students.

2.6.6 What are the graduate attributes specified by the college/affiliating university? How does the college ensure the attainment of these by the students?

Our college attempts to build 21st century career skills among the graduate in a number of ways. Self reliance in academic and personal matters is the graduate attribute specified by the college. Various skills like decision making and leadership are developed through the participation in National Service Scheme, Personality development programmes, office bearer ship in college union etc. democratic value is promoted in the Election of office bearers to College union, selection of secretary to National Service Scheme etc. NSS unit renders chances to serve the society, developing a sense of community and commitment which are valued as quality attributes by the institution. Soft skill development is attained through the IT skill development programmes, and NSS camps.

2.6.7 Any other relevant information regarding Teaching-Learning and Evaluation which the college would like to include.

High speed Wi-Fi internet facilities, EDUSAT facility, availability of computers, availability of Digital Language Lab, facility

for scanning, printing and copying, good academic ambience and the regularly updated library are the strengths of our institution. Our faculty members are actively engaged in projects, research and higher studies. UGC assisted programmes, the support and encouragement of PTA and alumni and the availability of scholarships to all the students contribute towards the academic excellence of our institution. Being a college of the rural area dealing with various minorities, the college plays a pivotal role in imparting the desired knowledge and skills by making the best use of the available resources and man power. The institution takes great responsibility to ensure that the students get through the course, assessments and other formalities on time by communicating all the relevant information.

CRITERION III

RESEARCH, CONSULTANCY AND EXTENSION

3.1 Promotion of Research

3.1.1 Does the institution have recognized research center/s of the affiliating University or any other agency/organization?

The college does not have a research centre currently. We have started PG in Physics 2013-2014 and the college is in the process of establishing research centre in frontier areas of arts & science.

3.1.2 Does the institution have a research committee to monitor and address the issues of research? If so, what is its composition? Mention a few recommendations made by the committee for implementation and their impact.

Yes, the college has constituted a Research Committee to facilitate research activity and also to monitor and address the issues of research activities consisting of the Principal, senior faculty members having and pursuing their research towards Ph.D.

The college performs the following activities

- The committee creates research awareness among the faculty and students by arranging lectures.
- The circulars of UGC and other funding agencies related to research are brought to the notice of all the faculty of the college.
- The guidance regarding preparation of research proposals and various funding agencies is given to the faculty.
- Boost research activities among the faculty, to submit more number of major and minor research proposals to various funding agencies.
- Sanction duty leave to the faculty for attending seminars, workshops and conferences.

- Encourage the faculty to register themselves for M.Phil and Ph.D programmes
- Encourage the faculty to publish papers, research articles in reputed journals and books with ISSN, ISBN and newspapers.
- Encourages its staffs for conducting National Seminars, International Seminars, Workshops and as a result major departments have come out with many seminars in the past academic years.

3.1.3 What are the measures taken by the institution to facilitate smooth progress and implementation of research schemes/projects?

The college has taken various steps to facilitate smooth progress and implementation of the research schemes or projects funded by UGC, Government of India.

The college offers independence to the faculties involved in research projects. It ensures timely availability of resources, and provides adequate facility with regard to work environment, basic infrastructures, computer facilities, internet, support of the other staff of the college. Adequate budgetary provision for library is made to procure books, journals and CDs etc required for research work.

3.1.4 What are the efforts made by the institution in developing scientific temper and research culture and aptitude among students?

As a part of academic syllabus, the research aptitude among students by conducting seminars symposia and project works, has improved. They are taught research methodology and sufficient advices are given to them for the report writing of their projects. We conduct visits to leading research institutions in Kerala like KELTRON to introduce various opportunities for the students to take research as a career. The students of B.A./B.Com are assigned small research projects in Environmental Studies where they are required to collect data by actually visiting the sites to draw valid inferences.

All these efforts have developed scientific aptitude among students. Many of our students have been actively involved in research in the previous years.

3.1.5 Give details of the faculty involvement in active research (guiding students research, leading research projects, engaged in individual/collaborative research activity etc.)

Faculty	Activity
Dept. of Statistics	Dr. N. K. Sajeevkumar, Assistant Professor & HOD, Dept. of Statistics Research guide in Statistics from University of Kerala (No: AC E1A.2/47129/09 dated 11-02-2010). He has published numerous research papers in National and International reputed journals. He has produced one Ph.D so far and is guiding three more research students in the field of order statistics. Also he is doing one major research project in statistics (F.No.41-810/2012)

3.1.5 Give details and workshops/training programmes/sensitization programmes conducted/organized by the institution with focus on capacity building in terms of research and imbibing research culture among the staff and students.

Our college has conducted a wide range of national and state level seminars which caters to the research needs of teaching staff and the students. There has been active participation from the outside fraternity as well in the form of researchers, academicians, individuals, banks and other industrial representatives. The list of seminars conducted has been given below.

Name of the Seminar	Funding Agency
Department of Hindi Two day National seminar on 1. Women empowerment in the prose and fiction of Hindi women writers during 20-21 November 2014	UGC
Department of Bio-chemistry Two days National seminar on 1. Advances in Biochemistry in Health and disease during 24-25 February 2010	Director of Collegiate Education Department
Department of Geography 1. Two days National seminar on 'New paradigms in Geographic research held during 20-21 March 2014. 2. One day seminar on 'Spatial information technology in Geography.'	Collegiate Education Department Collegiate Education Department
Department of Statistics Organized a add on course in data analysis during 07-01-2012 to 9-03-2012	Collegiate Education Department

3.1.7 Provide details of prioritized research areas and the expertise available with the institution

Research areas	Expertise
Statistics	Dr. N.K. Sajeevkumar Estimation and order statistics
Physics	Dr. B. Unnikrishnan Nair Opto Electronics

Bio-chemistry	Dr. Boban P.T. Cardiovascular biology
	Dr. Sini H. Phytochemicals and Cancer
	Smt.Dhanya.C.R Nano Biotechnology and Cancer
Biotechnology	Jairani P.S. (Ph.D thesis submitted) Biotechnology: Neurobiology
	Dr.Soumya Rani .V.S Lipid biology
Hindi	Dr. majida Fiction
Malayalam	Dr. B. Sreekumar Novel and poem
Computer Science	Mrs. R. Priya Object oriented modeling. Mrs. Tina Elizabeth Mathew Data mining.
Botany	Dr. B. Sudha Bai Botany

3.1.8 Enumerate the efforts of the institution in attracting researchers of eminence to visit the campus and interact with teachers and students?

Subject experts from various fields of life have visited our college to give guidance to our students and faculties. Their visits have always inspired the students and the faculties in their respective fields. Some of the experts who have visited the college are

1. Prof. Mathew Kulkarni (Dept. of Mathematical statistics BYK college of commerce Nashik) visited on 2012.
2. Prof. Aleyamma Mathew (Professor of Statistics RCC Trivandrum).

3.1.9 What percentage of the faculty has utilized Sabbatical Leave for research activities? How has the provision contributed to improve the quality of research and imbibe research culture on the campus?

The government grants leave as per UGC guidelines for teachers pursuing research for completing their research projects within a time frame of 3 yrs (FDP-Faculty Development Programme).

3.1.10 Provide details of the initiatives taken up by the institution in creating awareness/advocating/transfer of relative findings of research of the institution an elsewhere to students and community (lab to land)

The college had conducted Banking awareness class for the local people in and around the college premises. Various health programmes and surveys were conducted as a part of NSS activities in the college.

3.2 Resource Mobilization for Research

3.2.1 What percentage of the total budget is earmarked for research? Give details of major heads of expenditure, financial allocation and actual utilization.

The expenditure involved in research activities of the faculties are funded by the UGC as per the Five Year Plans of the Government. The college does not have an exclusive budget head for research activity. Faculty members have to meet the expenditure through financial assistance from external funding agencies like UGC.

3.2.2 Is there a provision in the institution to provide seed money to the faculty for research? If so, specify the amount disbursed and the percentage of the faculty that has availed the facility in the last four years?

The Directorate of Collegiate Education does not provide seed money for research purposes.

3.2.3 What are the financial provisions made available to support student research projects by students?

As a step to inculcate research aptitude, the final year degree and PG students are encouraged to do research oriented projects. They meet their

financial needs from the scholarships received or by themselves. However the college facilitates student project works through library service, INFLIBNET, EDUSAT, printing, scanning and internet facilities.

3.2.4 How does the various departments/units/staff of the institute interact in undertaking inter-disciplinary research? Cite examples of successful endeavours and challenges faced in organizing interdisciplinary research.

The research work engaged in by many faculty members of the college are more or less interdisciplinary in nature.

1. Dr. N.K. Sajeevkumar doing one major research project entitled ‘On Order statistics and records’ (F No:41-810/2012)
2. Mrs. Jairani P.S. (HOD) Biotechnology Department successfully completed her Ph.D in collaboration with Department of Neurology, SCTIMST, Thiruvananthapuram.
3. Dr. Soumya Rani. V. S, Biotechnology Department successfully completed her Ph.D in collaboration with Department of Biochemistry, SCTIMST, Thiruvananthapuram.
4. Mr. Baiju (HOD) Mathematics Department has successfully completed his Ph.D.
5. C. R. Dhanya, Doing PhD at Department of Biochemistry, University of Kerala in collaboration with Department of Chemical Engineering, IIT, Kanpur, UP.

3.2.5 How does the institution ensure optimal use of various equipments and research facilities of the institution by its staff and students?

Equipments and facilities like Photocopier, Laptop, Internet; EDUSAT, General library etc are used by both the faculty members and the students.

The special schemes implemented by the Directorate of Collegiate Education, like Walk with a Scholar, Remedial teaching etc, get finances

for buying books and other related articles which indirectly contributes to the college assets.

Faculty members receive special grants for the purpose of minor and major projects. These grants are received back by the college in the form of books and electronic equipments.

3.2.6 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facility? If 'yes' give details.

The institution does not receive any fund from any other agency than UGC or the Directorate of Collegiate Education. The funds received for minor/major research projects are partially utilized for enhancing research facilities such as purchase of books and equipments and after the research period such books and equipments are returned back to the college by the concerned faculty.

3.2.7 Enumerate the support provided to the faculties in securing research funds from various funding agencies, industry and other organizations. Provide details of ongoing and completed projects and grants received during the last four years.

UGC funded one major research project has been conducted in the last 3 years in the college (At the Department of Statistics, F No:41-810/2012, Principal Investigator: Dr. N. K. Sajeevkumar)

Nature of the project	Duration year from to	Title of the project	Name of funding agency	Total grant		Total grant received till date
				Sanctioned	received	
Major research project	2012-2015	On order statistics and records	UGC	9,50,000	5,90,000	5,90,000

3.3 Research Facilities

3.3.1 What are the research facilities available to the students and research scholars within the campus?

The college has a language lab, a computer lab, a UGC Network Resource Centre equipped with desk top computers, uninterrupted power supply and necessary softwares. High-speed Wi-Fi broadband internet connectivity, INFLIBNET facility, EDUSAT facility, journals, magazines, printing, copying and scanning facilities and an annually updated general library are available to students and researchers. The students utilize these facilities for carrying out their academic projects.

3.3.2 What are the institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research?

The college encourages faculty members to apply for financial assistance from the UGC, government departments and other funding agencies in the form of major and minor research projects. Importance is given on research in emerging areas which would help to improve the existing knowledge and infrastructure.

The college have submitted proposals to upgrade the existing lab facilities and it has already set up a research room with necessary infrastructure to motivate research works and projects.

3.3.3 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facilities? If 'yes', what are the instruments/facilities created during the last four years.

The college receives assistance for enhancing research facilities only from the UGC, Directorate of Collegiate Education and Higher Education Council and not from beneficiary agencies.

3.3.4 What are the research facilities made available to the students and research scholars outside the campus/other research laboratories?

The college is open to research scholars and students outside the campus to utilize the facilities available in college for pursuing their

projects/research under the guidance of faculty members in the college. The central library are also open to students of outside campus for reference, with permission.

3.3.5 Provide details on the library/information resource centre or any other facilities available specifically for the researchers?

The college has an annually updated library with various journals and a good collection of books. INFLIBNET, EDUSAT and internet are the other resources available in the institution.

3.3.6 What are the collaborative research facilities developed/created by the research institutes in the college? For ex. Laboratories, library, instruments, computers, new technology etc.

The college does not have a research institute. However, our faculty members are in constant touch with a number of other research institutes.

3.4 Research Publications and Awards

3.4.1 Highlight the major research achievements of the staff and students in terms of

- Find new research areas
- Original research contributing to product improvement
- Research studies or surveys benefiting the community or improving the services.
- Research inputs contributing to new initiatives and social development

3.4.2 Does the Institute publish or partner in publication of research journal(s)? If 'yes', indicate the composition of the editorial board, publication policies and whether such publication is listed in any international database?

Now we are attempting to publish a research journal.

3.4.3 Give details of publications by faculty and students

- **Publications per faculty**

Department	Total publications (including books, journals and conferences)
Statistics	12
Biochemistry	11
Chemistry	5
Physics	4
Computer Science	7
Geography	2
Mathematics	--
Botany	--
Zoology	--
Biotechnology	5
English & Hindi	--
Malayalam	--
Total	41

- **Number of papers published by faculty /students in peer reviewed journals (National/International)**

Department	Total publications (including books, journals and conferences)
Statistics	12
Physics	3
Chemistry	5
Biochemistry	11
Biotechnology	5
Mathematics	--
Zoology	--
Botany	--
English & Hindi	--
Malayalam	--
Geography	2
Total	33

- **Number of publications listed in International Database (for eg. Web of Science, Scopus, Humanities International complete, dare database, International Social Sciences Directors, EBSCO host etc).**

Department	Scopus
Statistics	10

3.4.4 Provide details (if any) if

- Research awards received by the faculty
- Recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally.

Dr. N. K. Sajeevkumar received Professor T.S.K. Moothathu best paper award (2009) given by Kerala statistical association.

3.5 Consultancy

3.5.1 Give details of the systems and strategies for establishing institute-industry interface?

As per the guideline of UGC and Government Policies, the college plans to introduce Vocational Training Programmes to the students so as to improve their relationships with the industry in and around Kerala.

3.5.2 What is the stated policy of the institution to promote consultancy?

How is the available expertise advocated and publicized?

The college does not provide consultancy at present, but has the scope of starting it in the near future. The college propagates the information about the consultancy services through various functions organized in the college, in parent-teacher interactions, NSS unit etc.

3.5.3 How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?

The institution offers full support to the faculty members to utilize their expertise for consultancy service outside the college. As the college is not encouraging any consultancy inside, the facilities are not utilized.

3.5.4 List the broad areas and major consultancy services provided by the institution and the revenue generated during the last four years.

As our college is in rural area consultancy services are confined to skill development classes, computer awareness classes, seminars etc. Consultancy services are free of cost and the main aim is to bring the students to the forefront so that they are able to meet the current market challenges.

3.5.5 What is the policy of the institution in sharing the income generated through consultancy (staff involved: Institution) and its use for institutional development.

Our college does not intend to get remuneration for consultancy services. It is basically aimed to help the society, by utilizing the resources available in the college.

3.6 Extension Activities and Institutional Social Responsibility (ISR)

3.6.1 How does the institution promote institution-neighbourhood-community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?

The college is situated in a rural area. Most of the people lack proper education and related facilities. They are not aware of the recent trends and changes taking place in the society. The institution organizes programmes to eliminate their problems by the active involvement of NSS units of the college. The students of our college actively participate in these programmes and help them. These activities help the students to practice good citizenship and give them service orientation.

3.6.2 What is the Institutional mechanism to track students' involvement in various social movements/activities which promote citizenship roles?

As the college is rurally backward, the students utilize the best use of their social skills by being actively engaged in social activities. The college extends all possible support to the students to involve in social movements that promote citizenship roles. The NSS units of the college work with a focus on promoting citizenship roles in students. The staff advisor and the coordinators of the respective units track the involvement of the students. The attendance of the students in these activities is registered without any fail and grace marks are provided at the final stage of their graduation. The students are also encouraged to participate in National Integration Camps of NSS. The college union election is

conducted in a democratic manner and it helps to enhances students' political consciousness and social participation.

3.6.3. How does the institution solicit stakeholder perception on the overall performance and quality of the institution?

The quality and performance of the college is reflected through the feedback received from alumni, PTA, Educational experts, internal exams, seminars, assignments, test papers, semester exams and different programmes undertaken by the college. It provides adequate materials for the assessment.

3.6.4 How does the institution plan and organize its extension and outreach programmes? Providing the budgetary details for last four years, list the major extension and outreach programmes and their impact on the overall development of students.

Outreach programmes of the college are planned and organized by the different clubs operating in the college. Some of the programmes conducted are blood donation campaigns, distributing food packets to taluk hospitals once in a week, conducting Health Awareness Programmes, Waste management, Environment Protection Programmes, Road safety awareness programmes, conducting classes on Tourism and its impact etc. These activities make our students more oriented towards society and it helps in developing their personality and responsible citizenship.

3.6.5 How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other National/International agencies?

The college has an active participation of NSS volunteers in its overall development. The two units of NSS volunteers have around 200 students. The college celebrates all the important dates and events with a very active participation from all the staffs.

The college encourages the faculty and students to participate in extension activities. The faculty members are awarded with grade points for the service they render, which is beneficial for the performance based appraisal for their career based on the 6th pay commission guidelines. The students successfully completing the service are awarded with grace marks at the end of their course. This mark is beneficial for admission to higher studies and for job placements.

3.6.6 Give details on social surveys, research or extension work (if any) undertaken by the college to ensure social justice and empower students from under-privileged and vulnerable sections of society?

The college has adopted a village in the Thiruvananthapuram Taluk for the NSS activity. The college identifies needy students and various kinds of scholarships like merit scholarships, minority scholarships, PH/Blind scholarships are provided to encourage them come to the forefront. Students are advised to contribute funds if they can. It helps the needy students and thus provide a way to promotes social justice and concern for the people from the lower strata of the society.

3.6.7 Reflecting on objectives and expected outcomes of the extension activities organized by the institution, comment on how they complement students' academic learning experience and specify the values and skills inculcated.

The blood donation campaign help the students in understanding the need and importance of timely availability of blood in case of emergencies. The road safety campaigns conducted an awareness of safety driving in the context of increasing road accidents. The organ donation campaigns stress the need to help other people who are less privileged and have difficulty in saving a dear and near one in emergency situations.

3.6.8 How does the institution ensure the involvement of the community in

its reach out activities and contribute to the community development?**Detail on the initiatives of the institution that encourage community participation in its activities?**

Meetings with local self governments and other associations help in knowing about various community related topics that must be looked into by the college. The blood donation campaign is done in collaboration with the Taluk Hospital, and road safety programmes are done in association with the Traffic Police. The institution maintains good rapport with political and social activities and organizations, and assures their involvement in the programmes undertaken by the college. The Women's Studies Cells have conducted various programmes related to Health Problems of Girl students, Legal rights of Women Guidance and Counselling classes by experts in their fields.

3.6.9 Give details on the constructive relationships forged (if any) with other institutions of the locality for working on various outreach and extension activities.

A healthy relation with other colleges and institutions are maintained by our college in Thriuvananthapuram. These institutions are allowed to conduct NSS camps and various other activities and programmes in the college with prior approval from the college authorities. Student empowerment programmes are also conducted with the active participation from other institutions. Faculty members, students, research scholars, academicians, eminent personalities are invited to the college on various occasions. The career and placement cell encourages students to attend and participate in different types of interviews and job recruitment drives and trainings.

3.6.10 Give details of awards received by the institution for extension activities and contribution to the social/community development during the last four years.

The following students got achievements in Physical Education:

Sl.No.	Name	Event	Year	Level	Performance
1.	Subin V.	Cycling	2010-2011	State	Gold medal
2.	Devika K.P.	Wrestling	2010-2011	State	Gold medal
3.	Lidiyamol M.S.	Cycling	2012-2013	State	Gold medal

3.7 Collaboration

3.7.1 How does the institution collaborate and interact with research laboratories, institutes and industry for research activities, cite examples and benefits accrued of the initiatives – collaborative research, staff exchange, sharing, facilities and equipment research scholarships etc.

1. Dr. N.K. Sajeevkumar
 - Is serving as Member, Board of Studies in Statistics (Pass) of University of Kerala.
 - Is serving as member, Board of Studies in Statistics (PG) of Kerala University.
 - Ph.D thesis examiner(Ph.D pre-submission) and question paper setter for various Universities(MG and Calicut).
 - Internal mentor walk with scholar program 2013-2015.
2. Dr. S. Santhosh
 - P.T.A Secretary, Mentor WWS, Staff Advisor, Admission Committee Convenor.
3. Smt. Paulcy Rani P.R.
 - Internal Mentor WWS, 2014-15.
 - Question Paper setter, B.Sc optometry, 2011 & 2012, Kerala University of Health and Allied Sciences.
4. Smt. Asha A.
 - PTA Executive member, WWS Internal Mentor, SSP, Nature Club member.

5. Smt. Tina Elizabeth Mathew
 - Mentor of WWS Programme for years 2013-14, 2014-15.
 - IDE course Co-ordinator from 2008 to 2012
 - Course Co-ordinator of PGDCA course from 2006 onwards till date.
 - Question paper setter for various exams of Kannur, Calicut and Kerala University.
 - Question paper setter of Kerala PSC in 2010.
 - Chairman of Board of Examiners of UG and complementary and SDE in Computer Science in various years from 2009.
 - Member of syllabus revision committee of B.Sc computer Science in 2014.
 - Member Board of Studies (pass) in Computer Science UG 2010-2013.
6. Dr. B. Unnikrishnan Nair
 - PTA Executive Committee Member
 - Internal mentor WWS Programme
 - Board member UG and PG in Physics, University of Kerala
 - Question paper setter in various Universities
 - Member of Academic council University of Kerala.
7. Dr. Boban P.T.
 - NSS Programme Officer for two years from 2008-2010.
8. Mr. Baiju
 - NSS Programme officer for the year 2013-2014.
9. Dr. B. Raju
 - NCC Program Officer
 - Manager for Continuing Education Cell

3.7.2 Provide details on the MoUs/collaborative arrangements (if any) with institutions of national importance/other Universities/Industries/Corporate (corporate entities) etc and how they have contributed to the development of the institution?

There are no formal MoUs signed so far.

3.7.3 Give details (if any) on the industry-institution-community interactions that have contributed to the establishment/creation/up-gradation of academic facilities, student and staff support, infrastructure facilities of the institution viz. laboratories/library/new technology/placement services etc.

Inflibnet and Edusat facilities have been introduced so as to upgrade the information source in the college.

3.7.4 Highlighting the names of eminent scientists/participants also contributed to the events/provide details of national and international conferences organized by the college during the last four years:

1. Dr. C.C. Kartha
Professor of Eminence
Rajiv Gandhi Centre for Biotechnology, TVPM
Key note address entitled “Advances in Biochemistry: Impact in Medicine” on 24th Feb. 2010, Dept of Biochemistry.
2. Dr. Joy Philip
Principal, SUT Academy of Medical Sciences, TVPM
Presented a paper entitled “Biochemistry and Biotechnology in Man’s fight against inflammation” on 24th Feb. 2010, Dept. of Biochemistry.
3. Dr. G.M. Nair
Prof. & Head, Dept. of Biotechnology, University of Kerala
Presented a paper entitled “Stem Cell technology & tissue Engineering” on 24th Feb. 2010, Dept. of Biochemistry.
4. Dr. Nevin K.G.
SNGIST, Ernakulam presented a paper entitled “Proteoglycans in Health & Diseases” on 24 Feb. 2010, Dept. of Biochemistry.
5. Dr. Oommen V. Oommen
Prof. Dept. of Zoology, University of Kerala, presented a paper entitled “Translation research: Curcumin, the solid gold of India on 25 Feb. 2010, Dept. of Biochemistry.

6. Dr. Jakson James
Scientist, Rajiv Gandhi Centre for Biotechnology, TVPM presented a paper entitled “Embronic Stem cells and neural differentiation” on 25 Feb. 2010, Dept. of Biochemistry.
7. Dr. Sandhya S.
Scientific Officer
IISC, Bangalore, presented a paper entitled “Role of Matrix metalloproteinases in Arthritis” on 25 Feb. 2010, Dept. of Biochemistry.
8. Dr. M. Indira
Professor, University of Kerala presented a paper entitled “Selenium-The 21st aminoacid” on 25 Feb. 2010, Dept. of Biochemistry.
9. D. Samson M. Samuel
UConn Health & Centre, Farmington, CT USA presented a paper entitled “Angiogenesis” on 25 Feb. 2010, Dept. of Biochemistry.
10. Dr. Srikumar Chattopadyay
Former Head, Research Analysis Division, Centre for Earth Science Studies, presented an article entitled – “Sustainable development for conflict management” during 20th March 2014 at Dept. of Geography, Govt. College, Kariavattom.
11. Dr. Baby Chakrapani
Sr. Lecturer, Dept. of Atmospheric Sciences, CUSAT presented an article entitled – “projecting weather and climate prediction – complexities, present status and limitations” during 20th March 2014 at Dept. of Geography, Govt.College, Kariavattom.
12. Dr. Jayaprasad
Scientist, Central Geomatics Division, Centre for Earth Science Studies, presented an article entitled “Geoinformation Sciences for Geographic Research” during 20th March 2014 at Dept. of Geography, Govt. College, Kariavattom.
13. Ms. Riby Mathew

Independent researcher and planning consultant CRISIL

Presented an article entitled “Inclusive Growth with reference to urban Kerala” during 21st March 2014 at Dept. of Geography, Govt. College, Kariavattom.

14. Mr. V. Govindankutty

Assistant Professor, Dept. of Geography, Govt. College Kariavattom

Presented an article entitled – “Conserving Cultural landscape.” During 21st March 2014 at Dept. of Geography, Govt. College, Kariavattom.

15. Dr. P.S. Easa

Scientist, Kerala Forest Research Institute, presented an article entitled – “Biodiversity Conservation with special reference to Kerala” during 21st March 2014 at Dept. of Geography, Govt. College, Kariavattom.

16. Dr. Sujith N. Thampi – “Avivahitha Kamkaji Nari Pathrom ke Vidroh Ka Swar” article presented in the national seminar on 20th and 21st November 2014 organised by the Dept. of Hindi at Govt. College Kariavattom.

17. Dr. Gopakumar G. – “Samakaleen Stree Ki Asha Aur Asankayem-Kaisa Sach Ke Visesh Sandarbh Mein” paper presented in the National Seminar organized by the Dept. of Hindi on 20th and 21st November 2014 at Govt. College Kariavattom.

18. Dr. Indu K.V. ‘Dalit Atmakathaom Mein Naree Sangharsh ki Yathra’ paper presented in the National Seminar organized by the Dept. of Hindi on 20th and 21st November 2014 at Govt. College, Kariavattom.

19. Dr. Sindhu S.L. “Mukthi Aur Shakthi : Thinka think Pas” paper presented in the UGC sponsored National Seminar organized by the Dept. of Hindi on 20th and 21st Nov. 2014 at Govt. College, Kariavattom.

20. Dr. Rakhi Balagopal – “Mera Kahani Mein Abhivyakth Nari Chethna” paper presented in the UGC sponsored National Seminar

- organized by the Dept. of Hindi on 20th and 21st Nov. 2014 at Govt. College, Kariavattom.
21. Dr. Gayathri N. Mahila Sasaktheekaran Mein Sahithy Ki Bhoomika” paper presented in the UGC sponsored national seminar organized by the Dept. of Hindi on 20th and 21st Nov. 2014 at Govt. College, Kariavattom.
 22. Dr. Sherlin, Katgalab ke Samagic Paridrishy Mein Nari Sasaktheekaran.
 23. Dr. Sheela R.S. “Krishna Sobthi ke E Ledki Mein Nari Sasaktheekaran” paper presented in the UGC sponsored National Seminar Organized by the Dept. of Hindi on 20th and 21st Nov. 2014 at Govt. College, Kariavattom.
 24. Dr. Lekshmi – Usha Priyomvada Ke Nadi Upanyas ke Pariprekshy Mein Nari Chethna” - paper presented in the UGC sponsored National Seminar organized by the Dept. of Hindi, Govt. College, Kariavattom.
 25. Dr. Reenakumar V. – Chinnamastha Nari Mukthi Ki Sangharsh Gatha” paper presented in the UGC sponsored National Seminar organized by the Dept. of Hindi on 20th and 21st November 2014 at Govt. College Kariavattom.
 26. Dr. Leena B.L. “Raji set ki kahaniyom Mein Nari Asmitha” paper presented in the UGC sponsored national seminar organized by the dept. of Hindi, Govt. College, Kariavattom.
 27. Dr. Sudharma – “Aadhi Duniya ka Mukthi Parv- paper presented in the UGc sponsored National seminar organized by the Dept. of Hindi, Govt. College, Kariavattom on 20th and 21st Nov. 2014.
 28. Dr. Shabana Habeeb – “Hindi Kahaniyom Mein Nari Sasaktheekaran Samanadhikar Ke Visesh Sandarbh Mein” paper presented on the UGC sponsored National Seminar organized by the Dept. of Hindi, on 20th and 21st November 2014, at Govt. College, Kariavattom.

29. Dr. Letha V.S – Chandrakantha Ke Upanyasom Mei Sthree Sasakteekaran” paper presented on the UGC sponsored National Seminar organized by the Dept. of Hindi on 20th and 21st Nov. 2014 at Govt. College, Kariavattom.
30. Remya chandran R.V. – “Bediyam Thodthi Nariyam’ paper presented on the UGC sponsored National Seminar Organized by the Dept. of Hindi on 20th and 21st Nov. 2014 at Govt. College Kariavattom.

3.7.5 How many of the linkages/ collaborations have actually resulted in formal MoUs and agreement. List out the activities and beneficiaries and cite examples (if any) of the established linkages that enhanced and/or facilitated?

No formal MoU or agreement has been signed with any other institution so far.

3.7.6 Detail on the systemic efforts of the institution in planning, establishing and implementing the initiatives of the linkages/collaborations?

Any other relevant information regarding research, consultancy and extension which the college would like to include.

The college so far had only four degree programmes and sustained contributions in research could be produced only on individual basis and not through linkages or collaborations for want by other higher education institutions in the vicinity.

Papers Presentations and Publications

Dept. of Computer Science

**1. Tina Elizabeth Mathew
Paper Published**

Paper entitled “Performance Comparative Study on PCA Based Denoising with joint demosaicing and Denoising”, Conference proceedings of IEEE

International Conference on Computational Intelligence and Computing Research 2010 ISBN-978-1-4244-5967-4/10.

2. Smt. R. Priya

Papers presented

1. Presented a paper entitled “Quantum Cryptography and Signcrypton” at the National colloquium at Saintgits College of Engineering, Kottayam, 27th March 2006.
2. Presented a paper entitled “An object constrained UML modeling for a complex system” in National Conference on Recent Trends in Information Technology at Sree Ayyappa College, Eramallikkara, Kerala, 7-8 March 2014.

Papers Publications

1. Paper entitled “An object constrained UML modeling for a complex system.” Conference proceedings of NCRTIT 2014. ISBN – 978-81-925229-5-1.
2. Paper entitled “Time Based constrained object identification in a Dynamic Social Network”, Conference Proceedings of SNDS – 2012, CCIS 335, pp.314-322, 2012. Springer – Verlag Berlin Heidelberg, 2012.
3. Paper entitled “Categorization of Social Networks based on Multiplicity Constraints” in International Journal of Computer Science Issues (IJCSI) Volume 9, Issue 2, No.2, March 2012.

3. Smt. Devika K.

Publications

1. Paper entitled “An overview of Web Data Extraction Techniques” International Journal of Scientific Engineering and Technology, Volume 2, 4. pp.278-287, 2013.

2. Paper entitled “An overview of AUTOSAR Multicore Operating System Implementation”, International Journal of Innovative Research in Science, Engineering and Technology, Volume 2, Issue 7, pp.3163-3169, 2013.
3. Paper entitled “AUTOSAR Multicore Operating System Implementation for MPC5668G” International Journal of Engineering Sciences and Research Technology, Volume 2, Issue 10, 2013.

Dept. of Biotechnology

I. Smt. Jai Rani P.S.

Paper Published

1. Paper entitled “Genetics of Frontotemporal lobar degeneration” Annals of Indian Academy of Neurology 2010; 13: S55-S62.
2. Paper entitled “MAPT genetic variations are uncommon cause of frontotemporal dementia in South India” Neurobiology of Ageing 2013.

II. Soumya Rani V.S.

Paper Published

1. Paper entitled “Oxidatively Modified High Density Lipoprotein Promotes Inflammatory Response in Human Monocytes – Macrophages by Enhanced Production of ROS, TNF, MMP-9 and MMP-2.
2. Soumya Rani. V. S & Jayakumari. N. Oxidised HDL induces cytotoxic effects : implications for Atherogenic mechanism, J. Biol. Mol. Toxicology. Vol 28, number 11 2014.

Dept. of Biochemistry

1. Dr. Sini H.

Papers Presented

1. XXII Annual Conference of the Society of Toxicology India & National Symposium on Environmental Pollution, November – 2003.
2. International Seminar on Recent Biochemical Approaches in therapeutics, organized by the Dept. of Biochemistry, University of Kerala on 9-11 January 2013.

Papers Publications

1. Paper entitled “Antioxidant activities of chloroform Extract of Solanum trilobatum”, *Pharmaceutical Biology*. Jan-2004, Vol.42, No.6, Page 462-466.
2. Paper entitled “Studies on the insecticidal activity, cytogenecity and metabolism of fatty acid rich fraction of Hydnocarpus laurifolia. *Toxicological and Environmental Chemistry*, volume 87, No.1, January-March 2005, pp.91-98(8).

2. Dr. Boban P.T.

Papers Presentations

1. International Seminar on Recent Biochemical Approaches in Therapeutics, organized by the Dept. of Biochemistry, University of Kerala on 9-11, January 2013.
2. 81st Annual meeting of the society of Biological chemists (India) and Symposium on Chemistry and Biology. Two weapons against diseases at Science city, Kolkata from 8th to 11th November 2012.
3. New Risk factors of Coronary Artery Diseases, organized by the Department of Biochemistry, NSS College, Pandalam 16th and 17th February 2012.
4. International Conference on Natural products in Health and 21st Annual Conference of the Indian Society of Atherosclerosis Research, organized by the Dept. of Biochemistry and Biotechnology. Annamalai University. Annamalinagar. Tamilnadu from 8th to 10th December 2008.

5. International Seminar on Recent Biochemical Approaches in Therapeutics, organized by the Dept. of Biochemistry, University of Kerala on 9-11 January 2013.
6. International Conference on Natural Products in Health and 21st Annual Conference of the Indian Society of Atherosclerosis Research, organized by the Dept. of Biochemistry and Biotechnology, Annamalai University, Annamalinagar, Tamilnadu from 8th to 10th December 2008.
7. New Risk factors of Coronary Artery Diseases, organized by the Dept. of Biochemistry, NSS college, Pandalam 16th & 17th February 2012.

Research Publications

1. Paper entitled “Dietary mucilage promotes regression of atheromatous lesions in hypercholesterolemic rabbits”. *Phytother Res.* 2009; 23(5): 725-30.
2. Paper entitled “Hypolipidaemic effect of chemically different mucilages in rats: a comparative study”. *Br. J. Nutr.* 2006. Dec 96(6): 1021-9.

3. C.R. Dhanya

Paper publications

1. Janeesh,P.A , Haider Sami, Dhanya,C.R(2014).Biocompatibility and genotoxicity studies of polyallylamine hydrochloride nanocapsules in rates RSC Adv.24484-24497,DOI:10.1039/C4RA02418D.
2. Janeesh,P.A , Haider Sami, Dhanya,C.R(2014).Immunocompatibility and Toxicity Studies of poly-L-Lysine nanocapsules in spraguedawelely rates for drug delivery applications,Chemical biology and drug Design.

Articles presented in conferences

1. Presented a paper titled “*In vitro* cellular toxicity studies of polymer encapsulated lanthanide particles in lung cancer cell line (A549)”, in the UGC sponsored National level conferences on computational Biology, Pharmaceuticals and life sciences, at Maharani Lakshmi Ammani college for women, DBT-BIF center, Bangalore, Nov 2012.

2. Presented a paper titled “*In vitro* hemocompatibility studies of layer-by-layer assembled polymer encapsulated lanthanide particles in human blood” in the UGC sponsored International seminar on recent biochemical approaches in therapeutics, organized by Department of Biochemistry, University of Kerala, Trivandrum, Jan 2013.
3. Presented a paper titled “Biocompatibility and *in vivo* toxicity assessment of multilayered polymer encapsulated lanthanide doped particles” in the ACBR young scientist award category, in the International symposium: Infection and cancer at the 32th annual convention of Indian association for cancer research at the Dr.B.R.Ambedkar centre for biomedical research, organized by university of Delhi, February 2013.
4. Presented a poster entitled “Toxicity evaluation of LbL assembled polymer encapsulated lanthanide doped particles in L929 mouse fibroblast cell line” in the National Seminar on Recent trends in Biochemical Research organized by the Department of Biochemistry, University of Kerala, Trivandrum, Oct 2014.
5. Presented a paper entitled “LbL assembled polymer encapsulated lanthanide doped particles for *in vitro* cancer cell imaging and drug delivery” at the 27th Kerala science congress held at Alappuzha, Jan 2015.
6. Presented a paper entitled “Multifunctional multilayer assembled polymer encapsulated lanthanide doped particles for intracellular delivery of doxorubicin in MCF7 breast cancer cells *in vitro* ” at Indo-French seminar jointly organized by Indian Academy of science and CEFIPRA, held at IISc Bangalore, Feb 2015.

Dept. of Geography

1. Mr. Reejo R.J.

Paper Publication

1. Paper entitled “Analyzing Livelihood status of Tribals in Attappady Block, Palakkad, Kerala. “International Journal of Advances in Remote Sensing and GIS Vol.2, No.9, 2014.

2. Mr. Dhanush D.M.**Paper Publication**

1. Paper entitled "Hydrological Status of Ponds in Peruvembu, Palakkad, Kerala. "International Journal of Advances in Remote Sensing and GIS vol.2., No.9, 2104.

Dept. of Physics**1. Dr. B. Unnikrishnan Nair****Papers Publication**

1. Paper entitled "Wavelength shift of Cladding mode resonance in a mechanically induced LPFG by twisting a fibre "Fibre and integrated optics" 26(3), 159-172, 2008.
2. Paper entitled "Resonant bandwidth enhancement in a MLPFG. "Fibre and Integrated Optics" 26(6), 2007.
3. Paper entitled "ASE induced Thermal nonlinearities in a MLPFG. "Optical Engineering" 47(9), 15, (2008).
4. Mechanically induced long period fibre gratings as multichannel notch filter and multipoint pressure sensor. "Optical Engineering (under review).

2. A.S. Jaya**Paper Published**

Paper entitled "Effect of Production and loss of electron on HF Doppler Radar Measurement of vertical plasma drift.

"International Journal of Radio and space Physics", vol.22, April 1993, pp.94-96.

3.Mr.Jolly Bose

Paper presented

1.Article entitled “Micro-Raman spectroscopy as a tool for investigating sensing mechanism of Pt/WO₃ gas sensors” in the 102 Indian science congress held at University of Mumbai during January 3-7 ,2015”.

Department of Statistics

Dr. N.K. Sajeev Kumar

Article published in Journals

1. Sajeevkumar N.K. and Irshad M.R. (2013): Estimation of the mean of normal distribution with known coefficient of variation by U-statistics. IAPQR. Transaction, 38, 51-65.
2. Sajeevkumar N.K. and Irshad M.R. (2013): Estimating the parameter μ of the exponential distribution with known coefficient of variation by order statistics. Aligarh Journal of Statistics, 33, 22-32.
3. Sajeevkumar N.K. and Irshad M.R. (2013): Estimation of the parameters of bivariate normal distribution with equal coefficient of variation using concomitants of order statistics. International Journal of Statistics and Probability, 2, 1-11.
4. Sajeevkumar N.K. and Irshad M.R. (2013): Estimating a parameter of bivariate normal distribution using concomitants of record values when the coefficient of variation of Y variable is known. Collection of recent statistical methods and applications. Department of Statistics University of Kerala Publications, Trivandrum, 137-147.
5. Sajeevkumar N.K. and Irshad M.R. (2012): Estimating the mean of the double exponential distribution with known coefficient of variation by U-Statistics: Journal of the Kerala Statistical Association. Vol.23, 61-71.

6. Sajeevkumar N.K. and Irshad M.R. (2011): Estimating the parameter of the exponential distribution with known coefficient of variation using censored sample. *Journal of Indian Association for productivity, Quality and Reliability*, Vol.36, Number: 2, 155-169.
7. Irshad M.R. and Sajeevkumar N.K. (2011): Estimating a parameter of the exponential distribution with known coefficient of variation by ranked set sampling. *Journal of the Kerala Statistical Association*. Vol. 22, 41-52.
8. Sajeevkumar N.K. (2011). Use of Quasi-ranges in the estimation of scale parameter of a symmetric distribution. *Communications in Statistics theory and methods*. Vol.40, 1780-1786.
9. Sajeevkumar N.K. and P. Yageen Thomas (2010). Use of spacings in the estimation of common scale parameter of several distributions. Vol.39, No.10, 1951-1959.
10. Sajeevkumar N.K. (2010). On uncorrelated linear functions of order statistics of inid random variables. *Calcutta Statistical Association Bulletin*. Vol.62, 245-250.
11. Sajeevkumar N.K. (2008). Some efficiency properties of best linear unbiased estimators of common location and scale parameter of several distributions. *Journal of the Kerala Statistical Association*. Vol.19, 11-18.
12. Sajeevkumar N.K. and P. Yageen Thomas (2008). Estimating the mean of double exponential distribution with known coefficient of variation by order Statistics. A publication of Department of Statistics, University of Kerala, pp.139-152.

Article presented in Conferences

1. Article entitled “Estimating the mean of logistic distribution with known coefficient of variation using k-record values”, Articles presented at National Seminar on Inter disciplinary realms of statistics at Department of Statistics Sree Kerala Varma College Thrissur, during 9-10 January 2015, jointly with Irshad M.R. and Sumi A.R.

2. Article entitled “Estimation of common mean of normal and double exponential distribution with known coefficient of variation using ranked set sampling” at National seminar on Inter disciplinary realms of statistics at Department of statistics Sree Kerala Varma College, Thrissur, during 9-10 January 2015, jointly with Vijayalekshmi K.V.
3. Article entitled “Estimation of a parameter of Morgenstern type bivariate logistic distribution with equal coefficient of variation by concomitants of k-record values” at National seminar on Inter disciplinary realms of statistics at Department of Statistics Sree Kerala Varma College, Thrissur, during 9-10 January 2015, jointly with Sumi A.R.
4. Article entitled “Ranked set sampling and extreme ranked set sampling in estimating a parameter of Morgenstern type bivariate exponential distribution with equal coefficient of variation”, Article presented at International Conference on Statistics and Information Technology for a growing nation at Department of Statistics Sri Venkateswara University, Tirpathi, during 30 November 2014-2, December 2014 jointly with Sumi A.R.
5. Article entitled “Estimation of the mean of the normal distribution with known coefficient of variation by K-record values”, Article presented at National conference on Statistics for twenty-first century at Department of Statistics University of Kerala, during 20-22 March 2014 jointly with Sumi A.R. and Irshad M.R.
6. Article entitled “Ranked set sampling and extreme ranked set sampling in estimating a parameter of bivariate normal distribution with equal coefficient of variation”, Article presented at National Conference on Statistics for twenty-first century at Department of Statistics University of Kerala, during 20-22, March 2014 jointly with Sumi A.R.
7. Article entitled “Ranked set sampling and extreme ranked set sampling in estimating the mean of a logistic distribution with known coefficient of variation”, Article presented at National Conference on Statistics for

twenty-first century at Department of Statistics University of Kerala, during 20-22, March 2014 jointly with Sumi A.R.

8. Article entitled “Ranked set sampling and extreme ranked set sampling in estimating a parameter of Morgenstern type bivariate logistic distribution with equal coefficient of variation.” Article presented at International Conference of on recent advances in statistics and their applications at Department of Statistics Dr. Babasaheb Ambedkar Marathwada University Aurangabad (33rd Annual Conference of ISPS), jointly with Sumi A.R. during December 26-28, 2013.
9. Article entitled “Estimation of a parameter of Morgenstern type bivariate exponential distribution with equal coefficient of variation by ranked set sampling”, Article presented at International Conference of on recent advances in statistics and their applications at Department of Statistics Dr. Babasaheb Ambedkar Marathwada University Aurangabad. (33rd Annual Conference of ISPS), jointly with Irshad M.R. during December 26-28, 2013.
10. Article entitled “Estimation of a parameter of Morgenstern type bivariate exponential distribution with equal coefficient of variation by concomitants of record values”, Article presented at International Conference on Stochastic modeling at St. Thomas College Palai, during 3-4 January 2014, jointly with Irshad M.R.
11. Article entitled “Ranked set sampling and extreme ranked set sampling in estimating the mean of a normal distribution with known coefficient of variation,” Article presented at International Conference on Stochastic modeling at St. Thomas College Palai, during 3-4 January 2014 jointly with Sumi A.R.
12. Article entitled “Estimation of location parameter of certain distributions with known coefficient of variation by record values”, Article presented at International Conference on stochastic modeling at St. Thomas College Palai, during 3-4 January 2014 jointly with Irshad M.R.

13. Article entitled “Estimating a parameter of Morgenstern type bivariate exponential distribution with known coefficient of variation by concomitants of order Statistics”. National Seminar on Statistical theory and applications, during 15-16 March 2013 held at St. Thomas College Palai.
14. Article entitled “Estimating the parameter of Morgenstein type bivariate logistic distribution with known coefficient of variation using concomitants of order Statistics”. International seminar on frontiers of statistics and its applications, during 21-23 December 2012, held at Department of Statistics Pondicherry University.
15. Article entitled “Estimating the parameter of Morgenstein type bivariate logistic distribution with known coefficient of variation using concomitants of record values”. National seminar on statistics for twenty first century, during 10-12 December 2012 held at Department of Statistics, University of Kerala.
16. Article entitled “Estimating the mean of Double exponential distribution with known coefficient of variation using order statistics and ranked set sampling”, Article presented on national seminar on recent trends in statistics and related areas and annual conference of Kerala Statistical association during March 15-17, 2012 held at Calicut University.
17. Article entitled “Estimating the mean of the generalized geometric distribution with known coefficient of variation using order statistic and ranked set sampling”. Article presented International Conference on Statistics, Probability and related areas during December 19-22, 2011 at CUSAT (ISPS conference).
18. Article entitled “Estimating the parameter μ of the normal distribution $N(\mu, c^2\mu^2)$ with known c.v by ranked set sampling with particular reference to imperfect ordering”. Article presented on the International Conference on statistics and information analytics, held at Loyola College Chennai during 25-27, 2011.
19. Article entitled “Estimating the mean of normal distribution with known coefficient of variation by record values”. Article presented National

- Seminar on stochastic modeling and analysis held at Department of Statistics Cochin University of Science and Technology during March 24-25, 2011.
20. Article entitled “Estimating a parameter of bivariate normal distribution using concomitants of order statistics and record values”. Article presented national seminar on statistics for twenty first century held at Department of Statistics, University of Kerala during 17-19 March 2011.
 21. Article entitled “Estimating the mean of the exponential distribution with known coefficient of variation by order statistics”. Article presented on national seminar on recent advances in statistics and computer applications, held at Bharathiyar University Coimbatore during 21-23 December 2010.
 22. Article entitled “Use of quasi-ranges in the estimation of common scale parameter of several symmetric distributions”, Article presented in national seminar on new trends in applied statistical methodology with special emphasis on time series analysis held at Nirmala college Muvattupuzha during 25-27 February 2010.
 23. Article entitled “Use of quasi-ranges in the estimation of scale parameter of a symmetric distribution”, article presented in the International Conference on Statistics, probability operation research, Computer Science and allied areas held at Andhra University during 4-8 January 2010.
 24. Article entitled “Use of spacings in the estimation of common scale parameter of half-normal and exponential distributions”. Article presented in the national seminar on recent trends in statistics held at Nehru arts and Science College, Kanhangad during 12-14 February 2009.
 25. Article entitled “On uncorrelated linear functions of order statistics of independent random variables”. Articles presented in the national seminar on recent advances in statistics and analysis of non-conventional data held at Department of Statistics Farook College, Kozhikode during 15-17 March 2008.
 26. Article entitled “Use of spacings in the estimation of common scale parameter of several distributions”. Article presented seminar on statistics

and research methods held at K.N.M Govt. Arts and Science College Kangirankulam on 24th January 2008.

Dept. of Sanskrit

1) Ms. Sunitha

Paper Presentation

1. Presented a paper on “*State craft of Kautilya – A Scientific Approach*” in the three day International Seminar on ‘Scientific Knowledge Systems in Ancient Sanskrit Texts – Traditions and Innovations organized by the Centre for Vedanta Studies University of Kerala, from 21st -23rd January 2015.

Refresher and Orientation Programme attended

Department of Biochemistry

1. Dr. Sini H.

- i) IT orientation course from 17-12-2006 to 03-01-2007 at UGC-Academic Staff College University of Kerala.
- ii) Refresher Course in Life Sciences from 19-07-2013 to 08-08-2013 at UGC-Academic Staff College, University of Kerala.

2. Dr. Boban P.T.

- i) IT orientation course July 2012, UGC-Academic Staff College, University of Kerala.
- ii) Refresher Course July 2014, UGC-Academic Staff College, University of Kerala.

3. C.R. Dhanya

- i) IT orientation course 9th November to 6th December 2007, UGC, Academic Staff College, University of Kerala
- ii) 12th Refresher Course in Biotechnology at JNU New Delhi 2010.

Department of Chemistry

1. Asha A.

- i. Orientation programme, January 2014.

2. G. Sreekala

- i. One refresher and one orientation

3. Dr. Santhosh S.

- i. Orientation Course 24-06-2000 to 21-07-2000 Academic Staff College, Kariavattom.
- ii. Refresher course 29/05/2002 to 19/06/2002
- iii. Refresher course 11/05/2005 to 31/05/2005.

4. Pauley Rani P.R.

- i. Orientation Course, UGC-ASC Kariavattom 3/10/2013 to 30/10/2013.

Department of Computer Science

1. Tina Elizabeth Mathew

- i) Refresher course in Computer applications conducted on 28th November to 19th December 2005 at UGC ASC Trivandrum.
- ii) Orientation course conducted from October to November 2008 at UGC ASC Trivandrum.
- iii) Refresher course in Environmental Science conducted on 9th January to 29th January 2015 at UGC ASC Trivandrum

2). Vidhya.N.P

1. UGC-Sponsored Orientation Programme (IT-Oriented) conducted by the UGC-Academic Staff College, University of Kerala, Trivandrum, 31-10-2012 to 27-11-2012

2. Refresher course in Computer sciences conducted on 10th October 2011 to 31st October 2011 at UGC ASC Trivandrum

3.)Priya R.

i. UGC-Sponsored Orientation Programme (IT-Oriented) conducted by the UGC-Academic Staff College, University of Kerala, Trivandrum, 27-6-2014 to 21-7-2014.

4.) Kumaresan.K

i. UGC-Sponsored Orientation Programme (IT-Oriented) conducted by the UGC-Academic Staff College, University of Kerala, Trivandrum, 14-10-2014 to 10-11-2014.

Department of Statistics

Dr. N.K. Sajeevkumar

1. UGC sponsored orientation programme attended during 03-04-2010 to 30-04-2010 at UGC Academic Staff College, University of Kerala.
2. UGC sponsored Refresher course attended during 24-11-2011 to 15-12-2011 at UGC Academic Staff College, University of Kerala.

Department of Biotechnology

Smt. Jairani

1. UGC-Sponsored Orientation Programme (IT-Oriented) conducted by the UGC-Academic Staff College, University of Kerala, Trivandrum, 1-1-2015 to 28-1-2015.

CRITERION IV

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

4.1.1 What is the policy of the Institution for creation and enhancement of infrastructure that facilitate effective teaching and learning?

Research and experience have shown that the use of Information and Communication Technology (ICT) enhances the teaching and learning process and contribute to skill formation. The infrastructure of the institution is continuously enhanced with this view.

We have installed

1. White boards in all class rooms and smart boards in three smart class rooms.
2. EDUSAT facility
3. General Lab
4. Centralized Computing Facility
5. Digital language lab for developing communication skills
6. Physics and Computer lab with advanced instruments
7. Botany, Zoology, Biochemistry and Chemistry lab
8. General library with internet connectivity
9. Statistic lab, co-chemical lab.

4.1.2 Detail the facilities available for

- a) **Curricular and co-curricular activities – classrooms, technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, animal house, specialized facilities and equipment for teaching, learning and research etc.**

The institution has 20 spacious, well ventilated class rooms (2 smart class rooms) with black boards, white boards, LCD projector, podiums and adequate seating facility for learners. There are well

equipped laboratories namely Digital Language Lab, Centralized Computer Lab, Botany lab, Zoology lab, Bio-technology, Biochemistry, Chemistry lab and Physics lab. There are 10 staff rooms in total. The institute has computers with the latest configuration in a student ratio of 1:7 UPS power back up. We have five multi functioning photo copiers. All the departments have been provided with computers, laptops, LCD projectors, laser printers, scanners, 10 Mbps internet connectivity, collar microphone with amplifier and speaker.

EDUSAT facility has been set up in the college which facilitate live streaming of classes by experts. It has a seating capacity of 60, Air conditioned room with modern amenities such as LCD projector, interactive board, LCD TV, digital camera, microphones, etc acts as the seminar hall as well as board room. The institution has a well furnished and semi-automated library with 9,690 books. The library is computerized with adequate space for internet browsing, photo copying and reference for students and faculty. All the staff and students have access to internet. Besides, most of the departments have departmental library for providing current journals and periodicals.

1. Administrative Section		
Name	Facilities	Remarks
Principal's Chamber	Laptop-1 No	
	Internet	
	Telephone	
	Computers – 7 Nos	
	600 VA UPS – 7 Nos	
	Laser printer – 4Nos	
	Dot matrix – 2	
	Photocopier – Thoshiba Studio – 163- 1 No	

College Office	10 Mbps Broadband Connection	
	Fax machine – 1 No	
	Scanner – 1 No	
	Inverter – 1	
	Telephone	

2. Digitalized Central Library

Sl. No.	Facilities	Remarks
1	Books	9690
2	Journals	4
3	Computers	2 Nos
4	Laser Printers	1 No
5	600VA UPS	1No
6	Staff Reference section	
7	Student Reference Section	
8	Lib soft library software	
9	Internet connectivity	

3. Laboratory Facilities

Name of the Laboratory	Facilities	Remarks
Centralized computing facility	Computers – 37 Nos	
	600 VA UPS – 10 Nos	
	Speaker - 4	
	Laser jet printer – 1 No	
	Battery (5KV with bid 10 exide batteries) - 1	
	Wi-Fi enabled	
Physics and Electronics Lab	Michelson's interferometer -1	
	Cathode ray oscilloscope - 8	
	Dual power supply-2	
	Signal generator-6	
	Travelling microscope-15	
	Spectrometer-16	
	Microprocessor-3	

	Laptop-3	
	IC trainer kit-5	
Digital language Lab	Desktop-5	
	Head set-5	
	Ups-2	
	Broad band internet facility	

4. Department Facilities		
Name of the Department	Facilities	Remarks
Physics	Desktop computers – 2 Nos	
	600VA UPS – 2Nos	
	Laptop-4 Nos	
	Multifunction Laser jet printer – 1 Nos	
	Wi Fi enabled	
	Broad band Internet facility	
	Speaker 2	
	LCD projector	
	Amplifier	
Computer Science	LCD Projector -1 nos	
	Desktop computers – 60 Nos	
	600 VA UPS-3 Nos	
	Laptop – 1 No	
	Laser jet printer – 2 No	
	5KVA UPS – 5Nos	
	Laptop – 1 No	
	Laser jet printer – 2No	
	Scanner – 1 Nos	
Broad band internet facility		
Chemistry	LCD projector – 1	
	Multifunction lecture stand-2	
	Water Cooler – 1	
Statistics	Desktop computers – 2Nos	
	600VA UPS – 2Nos	
	LCD projector with screen-1	
	Laser jet printer – 1No	
	Broad band Internet facility	
Geography	Broad band Internet facility	
	Desktop computers – 3Nos	
	600VA UPS – 1Nos	
	Scanner – 1Nos	
	Laser jet printer – 1No	

Biotechnology	Desktop computers – 2 No.	
	600 VA UPS – 2 No.	
	Broad band Internet facility	
	Wi-Fi	
	Lasejet Printer- 1 No.	
	Laptop-1	
	Water purifier- 1 No.	
Biochemistry	Desktop computers – 1No.	
	UPS – 1No.	
	Laser jet printer – 1 No.	
	Broad band internet facility	
	LCD projector – 1	
	Water purifier - 1	

5. Other facilities

Name of the Centre	Facilities	Remarks
EDUSAT	Desktop-2	
	Laptop-2	
	Projector mounting-1	
	LCD projector and screen-2	
	LCD TV-1	
	Seating capacity: 60	
	Amplifier – 3	
	Speaker-4	
	Wired microphone-1	
	Wireless microphone-1	
Language lab	Desktop – 5	
	Headset-5	
	Internet facility	
Chemistry	LCD projector	
	Broad band internet facility	
	Library books	
	Photocopier-Toshiba Studio-166-1No.	
	Laser jet Printer-1	
	Counseling Room-1 No	
Audio Visual Seminar Hall	Multi functioning lecture stand	
	LCD projector	
	Seating capacity-500	
	Amplifier with cordless microphone	
Open Air Auditorium	Spacious raised platform which provides view from all floors of the building	

- b) **Extra-curricular activities – sports, outdoor and indoor games, gymnasium, auditorium, NSS, NCC, cultural activities, Public speaking, communication skills development, yoga, health and hygiene etc.**

The college has facilities for enhancing the cultural, sports and other co-curricular activities. They are listed below:

Name	Facilities	Remarks
Physical Education Department	LCD Projector	
	Computer, Monitor & Table	
	Printer, UPS, Internet (Broad Band)	
	Wooden Bureau	
	Steel Bureau	
	Weighing Machine	
	Water Purifier	
	Table with Glass, chairs	
Health and fitness Centre	Notice board, staff name board	
	Competition Bench	
	Incline Bench	
	Military Press Bench	
	Preacher curl Bench	
	Leg curl & Extension	
	Vibrator	
	Double Twister	
	Front Loading rack	
	Smith machine with plate holder	
	Standing calf raise	
	Abs crunch machine	
	Cable cross over	
	Shoulder press machine	
	Pec Deck large	
	Power bench system	
	Olympic Bar	
	Olympic weight plate set	
	Rods 3ft, 4ft, 5ft	
	Dumbbells (total 100kg)	
Mirror Large size (6ft x 4ft)		
Weighing machine		
Stadiometer		

Play ground	Handball court	
	Badminton Court	
	Baseball Court	
	Softball Court	
	Table Tennis	
	Volleyball Court	
	Kabaddi Court	
	Kho-Kho court	
Other sports facilities	Wrestling kit	
	Boxing Kit	
	Yoga	

4.1.3 How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give specific examples of the facilities developed/augmented and the amount spent during the last year years (Enclose the Master Plan of the Institution/ campus and indicate the existing physical infrastructure and the future planned expansions if any).

The institution ensures the optimal utilization of the available infrastructure by effective participatory planning.

- The institution plans curriculum for the students of various combinations such that their schedule in laboratories and class rooms is staggered thereby putting the available infrastructure to maximum use.
- The common seminar hall harbors multiple activities such as co curricular activities and staff meetings in addition to the indoor sports activities.
- The infrastructure is used by other government institutions, public sector units for conducting various competitive examinations.

UGC fund

Year	2011-12	2012-13	2013-14	2014-15
Amount spent	4, 57, 776	13,25,928	17,97,753	49,05,000

Plan fund

Year	2011-12	2012-13	2013-14	2014-15
Amount spent	7,76,800	11,75,200	16,59,500	20,50,200

Non Plan fund

Year	2011-12	2012-13	2013-14	2014-15
Amount spent	1,33,005	1,41,552	8,35,184	47,848

4.1.4 How does the institution ensure that the infrastructure facilities meet the requirements of students with physical disabilities?

The institution is prepared to provide special facilities for differently-abled students as and when such requirements arise.

4.1.5 Give details on the residential facility and various provisions available within them: Hostel Facility-Accommodation available.

College hostel available at palayam for SC/ST students.

4.1.6 What are the provisions made available to students and staff in terms of health care on the campus and off the campus?

Medical services are provided to the students of the college in alliance with health centre Pangappara 3km from the college.

4.1.7 Give details of the Common Facilities available on the campus – spaces for special units like IQAC, Grievance Redressal Unit, Women’s Cell, Counseling and Career Guidance, Placement Unit, Health Care, Canteen, recreational spaces for staff and students, safe drinking water facility, auditorium etc.

The institution believes in providing good basic amenities for its stakeholders.

- A counseling centre is provided in the campus under Equal Opportunity Centre (UGC Funded).

- A Career Guidance and Placement Cell is working in the campus (UGC funded)
- A centre for entry in services (C-JOST) for SC/ST/Minority/OBC and weaker sections of the society funded by UGC is working in the campus.
- There is a Women's Cell to address grievance of girl students
- The Women students have a separate rest room and a common room
- The college campus has ample space for four wheeler and two wheeler parking
- A full-fledged health and fitness centre is available for staff and students
- The campus has a canteen and provides food at subsidized rates
- Water purifiers are installed in each wing and all staff rooms of the building for the students and teachers.
- Internet browsing services is provided at staff rooms for both teachers and students.
- First aid kits are available at the laboratories, sports room, NCC, NSS and ladies common room.
- Ample gender friendly toilet facility is provided for students.
- The student grievance/suggestion box is provided.
- An open air auditorium and an indoor auditorium are there in the institution.

4.2 Library as a Learning Resource

4.2.1 Does the library have an Advisory Committee? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student/user friendly?

To make the library more learner centric and user friendly, the institution has constituted a Library Advisory Committee, which also includes student representatives. The committee designs activity chart of the library depending on users' needs. They recommend and monitor the procurement of the e-books, educational CDs, latest books, journals,

magazines, newspapers and furniture. Library stock verification is conducted by the committee annually.

4.2.2 Provide details of the following:

- **Total area of the library (in Sq. feet: 200 sq feet)**
- **Total seating capacity: 25**

Working hours (on working days, on holidays, before examination days, during examination days, during vacation)

9.30 am to 4.30 pm on all government working days including vacation

4.2.3 How does the library ensure purchase and use of current titles, print and e-journals and other reading materials? Specify the amount spent on procuring new books, journals and e-resources during the last four years.

Library holding	Year-1 2014-15		Year – 2 2013-14		Year-3 2012-13		Year -4 2011-12	
Text books								
Reference books	493	1,79,271	393	2,26,434	112	57,071	90	50,000
Journals/ Periodicals	2	500	2	500	2	500	2	500
Department – library journals								
e-resources	Good collection of e-books and journals available							
Any other (specify)								

4.2.4 Provide details on the ICT and other tools deployed to provide maximum access to the library collection?

- OPAC
 - LIB SOFT library software is used in the library
- Library Website
 - The library does not have an independent website. It has been integrated in the website of the college.
- Library automation

- Library is automated with 9690 books.
- Total number of computers for public access
 - 1 Nos
- Total numbers of printers for public access
 - 1 Nos
- Internet band width/speed
 - 10 Mbps Broadband-1 WiFi enabled

4.2.5 Provide details on the following items:

Average number of walk-ins	100-125
Average number of books issued/returned including department libraries	80-100
Ratio of library books to students enrolled	26:1
Average number of books added during last three years	461
Average number of login to opac (OPAC)	20-40
Average number of login to e-resources	20-40
Average number of e-resources downloaded/printed	10
Number of information literacy trainings organized	Nil
Details of “weeding out” of books and other materials	Nil

4.2.6 Give details of the specialized services provided by the library

Manuscripts	Nil
Reference	A special section is provided for reference in the library for both students and staff
Reprography	Nil
(information Deployment & Notification)	Facilities available and the specialties offered are detailed and displayed on the notice board of the library. New arrivals are displayed on the arrival rack, and all the books are properly indexed and catalogued. Students and teachers can easily consult the catalogue and access books and periodicals.
Download	Download facility is available in the library
Printing	Students can take prints from the library at subsidized rates
Reading list/Bibliography compilation	Nil

In-house/remote access to e-resources	Wi-Fi internet facility ensures direct access to e-resources. Besides, students and teachers can also access the digital resources available in the library
User Orientation and awareness	Students are supported and assisted to get the information they require from the library
Assistance in searching databases	The entire books and periodicals are digitally catalogued and searching is easy.

4.2.7 Enumerate on the support provided by the Library staff to the students and teachers of the college

The institution has a permanent librarian and an attendant. Books, periodicals and other services are offered to the students and teachers by the librarian. We have also set up department libraries so that the students and faculty get the current journals and periodicals without difficulty.

4.2.8 What are the special facilities offered by the library to the visually/physically challenged persons? Give details.

Special facilities are not available in the library for visually challenged persons. At present there are no visually challenged students in the campus.

4.2.9 Does the library get the feedback from its users? If yes, how is it analysed and used for improving the library services. (What strategies are deployed by the Library to collect feedback from users? How is the feedback analysed and used for further improvement of the library services?)

A feedback register is kept in the library. The library council frequently meets to discuss grievances and takes measures to improve the library service.

4.3 IT Infrastructure

4.3.1 Give details on the computing facility available (hardware and software) at the institution

Number of computers with configuration (provide actual number with exact configuration of each available system)	Centralized computer lab	Intel core duo processor (2.4 GHz), 512 MB RAM Inter processor with 4 GB RAM	20	Total 20
	Digital language lab	Dual core (2 GHz), 512 MB RAM	10	Total 10
	Departments	Intel core duo processor (2.9 GHz), 1 GB RAM	15	Total 20
		Laptop	5	
	Administrative section	Dual core (2.9GHz), 1 GB RAM	10	Total 10
	General Library	Dual core (2.9GHz), 1 GB RAM	2	Total 2
	Statistics lab	Intel core duo processor (2.9GHz) 1GB RAM	17	Total 17
	EDUSAT (UGC Funded)	Dual core (2.9GHz), 1 GB RAM	2	Total 3
Laptop dual core 2 GB RAM		1		
Computer-student ratio		1:7		
LAN Facility		33		
Licensed software		Windows XP, 7 Windows 2007 Antivirus – Kaspersky, Norton ETNL Language Lab Software LIB SOFT library software Microsoft Office		
Number of nodes/computers with Internet facility		25 Most of the departments are Wi-Fi enabled		
Printer	Laser	10		
	Dot matrix	5		
	3 in 1	5		
Scanner	5			
UPS	5KVA	1		
	600VA	50		

4.3.2 Detail on the computer and internet facility made available to the faculty and students on the campus and off-campus?

Faculty	All departments are provided with a desktop and laptops, A 10 Mbps broad band connection and a VPN connection. Most of the departments have Wi-Fi connectivity.
Administrative section	A 10 Mbps broad band connection and VPN connection. Most of the departments have Wi-Fi connectivity.
Students	Students can also use the Wi-Fi connectivity

4.3.3 What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?

The institution has spent around Rs.40 lakhs during the last five years for upgrading IT infrastructure. During the next few years we plan to:

1. Acquire Audience Response System for the Seminar Hall to facilitate Group discussions, quiz programmes and similar events.
2. Purchase Public Address Lecterns for Common Classes and Auditorium to facilitate easy and effective conduct of programmes.
3. Acquire visualizers for all classrooms to enhance teaching and learning
4. Protect all computers in the institution with advanced anti-virus software.

4.3.4 Provide details on the provision made in the annual budget for procurement, upgradation, deployment and maintenance of the computers and their accessories in the institution (Year wise for last four years)

Year	Total fund utilized in (Rs.)
2014-15	1,00,000
2013-14	8,00,000
2012-13	7,00,000
2011-12	5,00,000
2010-11	1,00,000

4.3.5 How does the institution facilitate extensive use of ICT resources including development and use of computer-aided teaching / learning materials by its staff and students?

To facilitate ICT for teaching and learning

- The college has edusat room with interactive board and plasma TV
- All departments are provided with laptop computers
- High speed Wi-Fi internet facility is available

- Printing, scanning and photocopying facility is provided for students and staff

4.3.6 Elaborate giving suitable examples on how the learning activities and technologies deployed (access to on-line teaching-learning resources, independent learning, ICT enabled classrooms/learning spaces etc.) by the institution place the student at the centre of teaching-learning process and render the role of a facilitator for the teacher.

Students are motivated only when the learning activities are authentic challenging, multidisciplinary and multisensory. Video, television and computer multimedia software can be excellent instructional aids to engage students in the learning process. ICT enabled classes can thus enhance the teaching-learning process. Using ICT students can initiate their own inquiry, develop hypotheses, and then test them. They provide opportunities for students to practice basic skills on their own time and at their own place. They provide access to worldwide information resources and offer the most cost-effective means for bringing the world into the classroom. This way the student is placed at the center of teaching-learning process and the teacher assumes the role of a facilitator.

4.3.7 Does the Institution avail of the National Knowledge Network connectivity directly or through the affiliating university? If so, what are the services availed of?

The college has EDUSAT facility funded by Government of Kerala

4.4 Maintenance of Campus Facilities

4.4.1 How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities (substantiate your statements by providing details of budget allocated during last four years)?

A team of students attend to minor computer hardware repair and software maintenance under the guidance of the faculty. The major repairs are done by the hired service technicians and also by PWD electronics wing. The expenditure is met from the PTA fund. A few systems are maintained under AMC.

		Maintenance	Fund Utilized
a.	Building	Done by PWD and PTA	Own fund spent by PWD and PTA
b.	Furniture	Done by PTA	
c.	Equipment	Done by PTA	
d.	Computers	Done by PTA	
e.	Vehicles	Nil	
f.	Gardening	Done by PTA	
g.	Plumbing, wiring and repairing of water pump	Done by PTA	

4.4.2 What are the institutional mechanisms for maintenance and upkeep of the infrastructure, facilities and equipment of the college?

Being a government college, the maintenance and improvement of infrastructure is undertaken with the help of state PWD. The Principal, on the basis of a development plan, forward proposals with respect to the infrastructural requirements including equipments to the Director of Collegiate Education and also to the funding agencies concerned. The Government of Kerala allocates and sanctions funds based on assessment of the proposals, student strength, and the nature of the academic programmes offered by the institution. The UGC is also an important source of funds.

4.4.3 How and with what frequency does the institute take up calibration and other precision measures for the equipment/instruments?

The institution does not have the equipments which require periodic calibration.

4.4.4 What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water etc)?

All the laboratories, college office and general library are provided with UPS of sufficient wattage to check voltage fluctuation and power failures. In addition the entire building is connected to 5KVA generator set.

4.4.5 Any other relevant information regarding infrastructure and learning resources which the college would like to include.

We have submitted proposals to the state government for P.G courses in Statistics, Geography, Computer Science, Biochemistry and also submitted proposals for requirements for conducting new courses.

CRITERION V

STUDENT SUPPORT AND PROGRESSION

5.1 Student Mentoring and Support

5.1.1 Does the institution publish its updated prospectus/handbook annually? If 'yes', what is the information provided to students through these documents and how does the institution ensure its commitment and accountability?

Govt. College, Kariavattom publishes revised and updated prospectus every academic year, at the time of new admission. It provides necessary information about program structure, different programmes offered, facilities available in the institution, admission process, and seats available for SC/ST/OBC/PH and other weaker sections of society as per the University regulations. Through this document we intend to convey the required information to the public to ensure social commitment and transparency in the activities of our institution.

In addition to prospectus, academic calendar provides information about the working pattern of the college. Through this document the students understand the rules and regulations prevailing in the institution, various courses offered, academic working days, arrangement for co-curricular and extracurricular activities, library rules and format for applying for various certificates etc...

5.1.2 Specify the type, number and amount of institutional scholarships/free ships given to the students during the last four years and whether the financial aid was available and disbursed on time.

Different types of scholarship and free ship schemes introduced by central and state governments are made available to the students on time by the institution. The following are the main scholarships and free ships disbursed among the students.

- Lump sum grants

- Central Sector Scholarship
- Suvarna Jubilee Merit Scholarship
- Post metric Scholarship
- State Merit Scholarship
- Muslim Nadar Girls Scholarship
- District Merit Scholarship
- Hindi Scholarship
- Merit Scholarship to Children of School Teachers
- Sanskrit Scholarship
- C H Mohammed Koya Scholarship

Financial Support for students for the last three years

Details of Scholarships issued to students during the last three years

Sl. No.	Name of Scholarship	Year	No. of Beneficiaries	Amount per Student (Rs.)	Total Amount (Rs.)
1.	State Merit Scholarship	2011-2012	02	1250	2500
		2012-2013	03	-	-
		2013-2014	03	-	-
2.	Suvarna Jubilee Merit Scholarship	2011-2012	--	10000	390000
		2012-2013	10	10000	250000
		2013-2014	6	10000	60000
3.	Central Sector Scholarship	2011-2012	--	10000	10000
		2012-2013	5	10000	20000
		2013-2014	5	10000	30000
4.	Post metric Scholarship	2011-2012	8	3000	45000
		2012-2013	8	3000	45000
		2013-2014	4	3000	45000
5.	Muslim Nadar Girls Scholarships	2011-2012	--	125	125
		2012-2013	--	-	-
		2013-2014	01	-	-
6.	C. H. Mohammed Koya Scholarship	2011-2012	--	4000	92000
		2012-2013	9	4000	92000
		2013-2014	9	4000	52000

Details of Free ships issued to students during the last four year

Sl. No.	Name of Free ship	Year	No. of beneficiaries	Amount per student (Rs.)	Total Amount (Rs.)
1.	Lump sum grants for SC/ST/OEC	2011-2012	153	950	145350
		2012-2013	129	950	122550
		2013-2014	131	950	124450

5.1.3 What percentage of students receive financial assistance from state government, central government and other national agencies?

Year	Scholarships	Free ships	Total	Percentage
2011-2012	80	153	233	32
2012-2013	35	90	125	28
2013-2014	27	131	178	23

5.1.4 What are the specific support services/facilities available for students from SC/ST, OBC and economically weaker sections:

Govt. College, Kariavattom offers the following support services to the students from SC/ST/OBC and Economically weaker sections of the society:

- Central and State government scholarships are provided to SC/ST and OBC (KPCR scheme) students.
- SC/ST students enjoy fee concession and receive lump sum grant.
- Various merit scholarships are given to Economically Backward Students
- Students are timely informed about the call for various Governmental and Non-governmental scholarships and aids.
- Encourages participation in empowerment programmes targeting particular sections like SC/ST.

❖ For Students with physical disabilities

- Of the total seats in UG and PG, 1% in the admission is reserved for physically challenged.

- Provides financial assistance to physically challenged students through scholarships.
- Scribe facility made available during university public examinations.
- Classrooms and other facilities are arranged in such a way that disabled students can access these facilities very easily and with less effort.
- Special seating arrangements in class rooms.

❖ **Students to participate in various competitions/National and International**

- Conducting competitions in Fine arts and sports annually to identify the talents
- Physical Education Department conducts coaching classes for various events which enable the students to participate in the competitive events conducted at University and Inter University level.
- In all academic working days coaching classes are conducted for volley ball, cricket, table tennis, football, power lifting, weightlifting, body building etc on the basis of pre-determined schedule.
- Providing training by appointing trainers in Fine Arts to improve the talents in extracurricular events.
- The department is furnished with the basic infrastructure and acts as an integral part of personality moulding.
- Financial Aids as and when required.
- Students are assisted to participate in the cultural competitions both at university and state level.
- Transport facility to competition venue.
- Students are escorted by faculty members for participation in events outside the institutions.
- Honoring the winners and participants.

❖ **Medical assistance to students: health care, health insurance etc.**

- A well equipped Health and Fitness Centre is functioning in the college.
- Physical Education Department ensures basic health facilities.

- Various health awareness programmes are conducted by NSS, and Health Club Units.
- ❖ **Organizing coaching classes for competitive exams**
 - Career Guidance and Placement Cell and Equal Opportunity Cell also conduct programmes which enable students to appear for competitive examinations.
- ❖ **Skill development (Spoken English, Computer literacy etc)**
 - Department of English ensures the development of communication skills in English among the students.
 - A well furnished Digital Language Lab is functioning and students make use of this facility to improve their communication skills.
 - Separate courses are designed in all the departments to develop computer awareness among students.
- ❖ **Support for “slow learners”**
 - Each department of our institution takes initiative for providing additional coaching classes for slow learners.
 - Remedial classes are conducted by the departments concerned after regular scheduled working hours.
 - To improve the academic quality of slow learners a new scheme – Scholar Support Programme (SSP) – also conducted.
 - Special attention is paid during tutorial hours.
 - Peer supported learning – A gifted student is given charge of a group of slow learners.
- ❖ **Exposures of students to other institution of higher learning/corporate/business house etc.**
 - Students are given opportunity to attend important lectures, seminars, workshops, debates, symposiums, competitions, etc in the neighbouring colleges and University departments.

- Students are encouraged to visit higher education institutions and the faculty members also accompany them in such programmes.
- Arranging study tours and industrial visits to institutions like National Institute of Nutrition Hyderabad (NIM), Salur Jung Museum, Hyderabad, Central Food Technological Research Institute Mysore (CFTRI), IIM, Calicut etc.

❖ **Publication of student magazines**

- In each academic year the college union publishes a student magazine with Principal as Chief Editor. The editorial board includes staff editor, student editor, staff and student representatives. This annual publication provides opportunity to the students to express their creativity and ideas.
- Wall magazines maintained by the Departments also deserve special mention in boosting the literary talents of the students.

5.1.5 Describe the efforts made by the institution to facilitate entrepreneurial skills, among the students and the impact of the efforts.

Govt. College, Kariavattom hosts an Entrepreneurship Development Club under the guidance of the career Guidance cell and Edusat , which promotes entrepreneurial skills among the students. Students are given opportunity to develop skills related to different careers and self employments such as photography, videography, visual documentation, scripting and editing and event management.

NSS volunteers plan to cultivate paddy in alliance with model farmers in the neighbourhood, so that students shall be made aware of the nuances of farming and agricultural cultivation.

5.1.6 Enumerate the policies and strategies of the institution which promote participation of students in extracurricular and co-curricular activities such as sports, games, quiz competitions, debate and discussions, cultural activities etc.

The institution promotes the active participation of the students in various co-curricular activities. The activities of various clubs and cells enrich the participation of students in extra and co-curricular activities.

Department of Physical Education is a centre for molding intellectually enriched, emotionally balanced and physically strong young men and women. Department has its own infrastructure such as playground with volley ball court, power lifting sets, fitness centre, gymnasium, wrestling mats etc. By utilizing these facilities students ensure participation at district, university and state level competitions. The college hosts an active sports club. Sports materials are supplied to the students to develop their performance in different sports events. We have been regularly upgrading our sports equipments using the funds elicited from both the UGC and the Department of Collegiate Education.

A well organized arts club is functioning in the college that enriches creativity among the students. various cultural activities such as Fine arts Festival and college day celebrations and programmes under different departmental associations organized by the democratically elected college union ignite the talents among the students.

Quiz competitions are conducted by the departments concerned, NSS unit and other outside organizations as well at regular intervals. The academic seminars and workshops also offer a platform for debates and discussions. In association with different outside agencies and organizations, debates and open forums are conducted by the departments and NSS unit. These programmes facilitate students to express their views and ideas.

5.1.7 Enumerating on the support and guidance provided to the students in preparing for the competitive exams, give details on the number of students appeared and qualified in various competitive exams such as

UGC-CSIR-NET, UGC-NET, SLET, ATE/CAT/GRE/TOFEL/ GMAT/ Central/State services, Defense, Civil Services, etc.

Nil.

5.1.8 What type of counseling services are made available to the students (academic, personal, career, psycho-social etc.)

Personal and academic counseling are rendered by the concerned class tutor. And a counseling cell also functions and it aims to provide psychological counseling to the students who are suffering from mental stress and other problems.

Walk with a Scholar Programme (WWS) implemented in this College aims at giving necessary orientation to needy students, to prepare them for employment and give them necessary guidance, motivation and necessary mental support to identify appropriate areas for higher study as well as employment.

(Details of Psycho social, career guidance and personal counseling services are provided in criterion II.

5.1.9 Does the institution have a structured mechanism for career guidance and placement of its students? If 'yes', detail on these services provided to help students identify job opportunities and prepare themselves for interview and the percentage of students selected during campus interviews by different employers (list the employers and the programmes).

Our college has a career Guidance and Placement Cell (UGC funded) with a co-ordinator and two faculty as members. The cell functions the centre for identifying job opportunities in different sectors. The cell organizes various guidance and motivation sessions and maintains a notice board for display of news paper calls of job opportunities and training programmes. It maintains a well organized data-bank of the students. Arranges career oriented lectures and talks by

specialists, collects all the information on various opportunities to assist students to build up their career.

The career guidance and counseling cell offers academic and personal counseling and also helps students by providing an external counselor to solve complicated issues and problems. It conducts mock interviews and model tests to prepare the students to build up a better career. Due to the remoteness of the institution very few employers are attracted for campus interviews. The cell provides the following services to the students:

- Career orientation seminars are conducted
- Student enrichment training programmes are conducted
- Students are sent for training programmes and camps
- Campus recruitment drives are conducted

Activities of the Career Recruitment Cell, Government College Kariavattom

1. January 2015

Received invitation from IEDC Centre, Trinity College of Engineering to an Entrepreneurship workshop which will be conducted by IEDC Centre in association with KITCO. This innovation and entrepreneurship workshop seeks therefore to educate and inspire innovators to commercialize their ideas.

Day and Date: 24/01/2015,

Venue: Adrak Hotel, Kumarapuram, Trivandrum,

Registration Fee: Rs.1000/- per business (maximum two per team).

2. Dec.16, 2014

Provided soft copy of database of Govt. College passed out students towards the career fair. For placement at ICICI Bank in Kerala as Officer (On-Roll and Permanent), at a salary package Rs.1.54 lakhs per annum (non-metro location) + TA + Mob.

3. Oct. 30, 2014

CL Educate Limited (Formerly Career Launcher India Ltd) submitted proposal for conducting a test to identify the skills and areas of interests of students. The test comprises aptitude tests, quantitative skills, verbal intelligence combined with psychometric test. They have requested for a slot to conduct career guidance seminar and test.

4. Aug. 11, 2014

Informed students about the communication received from TVS Group Company. They have a sign-up with ICICI Bank to recruit Sales Officers and are conducting recruitment drive for ICICI bank for sales position.

5. Aug. 5, 2014

CMS Info Systems Pvt Ltd submitted request to conduct an awareness programme in Networking and Software Technologies to enhance career opportunities.

6. June 21, 2014

NIIT Limited in association with Pankajakasthuri College of Engineering and our media partner is Mathrubhumi invited the students to participate in various domains in the “Kerala Mega Job Fair 2014” on Saturday 5th July-2014 @ University College Campus, Palayam, Trivandrum, Kerala.

7. June, 2014

Informed students about the ‘CAREER FEST 2014’ at TRIVANDRUM on 21 June 2014 Venue: John Cox Institute of Technology, Kumarapuram, Kannammoola Road, Kannammoola, Thiruvananthapuram, Kerala.

8. June 3, 2014

Students were notified about recruitment drive for ICICI Bank for Sales position conducted by TVS Group Company. They have a sign-up with ICICI Bank to recruit Sales Officers.

9. Feb 20, 2014

Handed over the list of candidates from the college (along with their contact addresses) for a Campus Selection Process for candidates aspiring to make a career with Eureka Forbes.

10. February 19, 2014

Several students appeared for the selection test and Recruitment rally at “Airmen Selection Centre” Kakkanad Kochi on 19 February 2014 for selection to the Indian Air Force as Airmen.

11. February 13-14, 2014

Pooled Recruitment drive by Wipro at Christ Nagar College Maranalloor.

The following students from the Dept. of Statistics were selected.

1. Veena parasuram
2. Gowry G.R.
3. Shyama B.C.

12. February 12, 2014

SCM Hub conducted a career programme on ‘Logistics and Employability factor for final year students.

13. December 5, 2013

Overseas Education Consultancy CHOPRA’S conducted a seminar on Educational programmes abroad for final year students.

14. August 21, 2013

Revenue Med India contacted. Students were informed about the evolving career in Revenue Med India Pvt. Ltd a captive business processing operation for Revenue Med, Inc. of Atlanta, USA. The firm operates from the Pamba, Periyar & Nila buildings, providing a range of business processing services such as coding, extended business operations and claims and remittance processing across the healthcare revenue cycle for hospitals and insurance co.

15. August 21, 2013

Open Ignite is a special and exclusive initiative by TCS for science students. It is a free portal for imparting employability skills to science students aspiring for a career in IT. Several student registered for the programme.

16. August 20, 2013

IT learning class conducted by Networks Systems.

17. July 2013

Notice circulated about the Job Fair on August 18 conducted by G Tech.

5.1.10 Does the institution have a student grievance redressal cell? If yes, list (if any) the grievances reported and redressed during the last four years?

The college has a Student's Grievance Redressal Cell for the past many years. The cell includes the principal, Vice-Principal, PTA Secretary, selected staff members and student representatives. The Staff Council also plays an important role in enforcing discipline as well as redressing student grievances.

The Cell functions in a decentralized manner. Students are free to submit their complaints, if any, to the Grievances Redressal Cell in the department, consisting of Heads of Departments and Senior faculty members and Class tutors. If their complaints are not dealt with satisfactorily in the Cell, they can appeal to the college level committee. Further justice, if needed, can be had from the University level committee. Since the introduction of the continuous Assessment method, student complaints, hearing and redressing have become formalized.

Some grievances redressed during the last four years are:

- As requested and suggested by the students it was decided to open the College library and Reading room from 8.30am onwards on all working days.
- As pointed out by the students, the number of fans in the classroom has been increased and water coolers were installed in all blocks.
- The minor political confrontations of the students' organizations are effectively redressed.
- As requested by the students the College provides the facility for parking two wheelers.
- As a solution to the water scarcity in the college, two extra tanks were setup to ensure steady supply of water.
- Following complaints on the quality of food in the canteen, the College take necessary action to provide quality food at affordable price.

5.1.11 What are the institutional provisions for resolving issues pertaining to sexual harassment?

An Anti-Sexual Harassment Cell functions in the college headed by the Principal for handling issues on sexual harassment. The committee conducts preliminary investigations and submit the report to the Principal. Based on the report Principal and College Council will take necessary actions as per University, State government and UGC rules. However no such incidents have been reported in the college so far.

5.1.12 Is there an anti-ragging committee? How many instances (if any) have been reported during the last four years and what action has been taken on these?

The college has an Anti-Ragging Cell with the principal as the head and Vice-Principal, selected staff members, the Sub Inspector of Police and senior students as members. The committee conducts separate awareness class on anti-ragging to both the freshers and the senior students at the beginning of every academic year, just before the

commencement of classes. The committee constitute a squad to be vigilant in tracking such matters. The details of the cell are displayed on the notice board. With these precautionary measures, no incidents have been reported so far.

5.1.13 Enumerate the welfare schemes made available to students by the institution?

The College, being a public institution has several student welfare schemes. Our College is offering study materials, Books etc. free of cost to financially backward students. There is a college canteen that provides food at subsidized rates for students. The Women's Study Unit has organized functions aimed at the welfare of girl students. A Co-operative Store is working in the college to meet the necessities of students at discounted rates such as photocopying, stationary items, text books etc.

The National Service Scheme units of the College organizes programmes aimed at development of student personality through annual camps, special classes conducted on an annual basis and training programme. Students of the college are sent to various outside-the-campus competitions such as quizzes, debates and the like.

5.1.14 Does the institution have a registered Alumni Association? If 'yes', what are its activities and major contributions for institutional, academic and infrastructure development?

The college has a registered Alumni Association. It actively engages in the developmental projects of the college and periodically makes contributions to the college in the form of sponsoring academic seminars and other supports. The Alumni actively support our efforts for raising funds for the developmental projects of the college. Representatives of the alumni are invited for the programs conducted in the college.

5.2 Student Progression

5.2.1 Give the socio economic profile of the students of the last two batches

List of SC/OBC/General

Year	SC/ST		OBC		General		Total		Total
	UG	PG	UG	PG	UG	PG	UG	PG	
2012-13	105	01	285	4	220	3	610	8	618
2013-14	108	03	280	6	223	9	613	18	631

5.2.2 What are the efforts made by the institution to minimize the dropout rate and facilitate the students to complete the course?

Our institution motivate the students to continue the course by highlighting the importance of doing Degree programs and its employment possibilities. Providing extra classes for the low performers and also to the students those who couldn't attend the regular classes. Arranging motivation and counseling classes. Students-dropout has been reduced by identifying weaker students with the help of PTA meetings regularly conducted for the U.G classes. Class PTA meetings organized at the department level address issues such as student absenteeism and underperformance. The students are also assisted to avail the various State and central governments scholarships. It offer the students a motivation to excel in their studies. As a result the dropout rate in the institution is very low.

5.2.3 On an average, what percentage of the students progress to further studies and go for employment

a) Details of Student progression:

Table showing the percentage of students who progress to further studies

Departments	2010-2011	2011-2012	2012-13	2013-14
Computer Science	70%	72%	73%	75%
Physics & Computer Application	65%	67%	69%	70%

Biotechnology	72%	75%	77%	78%
Chemistry & Industrial Chemistry	60%	62%	63%	65%
Statistics	70%	74%	75%	77%
Geography	60%	61%	63%	65%
Biochemistry	72%	74%	76%	78%

5.2.4 How does the institution facilitate its outgoing students? What proportion of the graduating students has been employed?

A Placement Cell functions in the college and assists students in appearing for job interviews and examinations by the private and multinational companies in India. The Cell also supports students by giving counseling and through personality development initiatives. Timely information about different job openings in different sectors of the Indian job market is provided to students through circulars at the department level. Though exact proportion cannot be mentioned, it can be said that a sizeable proportion of the Post Graduates get employed in various organizations.

5.2.5 How does the institution facilitate and support students appearing and qualifying in various competitive examinations? Give details on the number of students coached, appeared and qualified in various competitive examinations (Average of last five years).

PG Departments support students in preparing for UGC-CSIR NET examinations by conducting orientation classes during the tutorial sessions. For B.Sc statistics students additional classes are given for qualifying Indian Statistical service.

5.2.6 Give a comparative analysis of the institutional academic performance with reference to other colleges of the affiliating University and the University average.

The College performs reasonably well in the university examinations and the pass percentage for the last four years has been

more than 78 percent in the UG level and above 90 percent in the PG level compared to the University average.

Year	Pass Percentage	
	UG	PG
2010-2011	74	
2011-2012	84	
2012-2013	86	
2013-2014	97	Result awaiting

5.2.7 Providing the percentage of students progressing to higher education or employment (for the last four batches) highlight the trends observed.

The details of student progression to higher education and employment is represented below:

Student progression	2010-11	2011-12	2012-13	2013-14
UG to PG	70%	66%	69%	75%
Employed/Campus selection	3%	6%	7%	6%
Other than campus recruitment	38	34	36	38

5.2.8 Provide details of the program wise pass percentage and completion rate for the last four years (cohort wise/batch wise as stipulated by the University)? Furnish program-wise details in comparison with that of the previous performance of the same institution and that of the Colleges of the affiliating university within the city/district.

B.Sc Computer Science		
Year	Pass Percentage	Remarks
2010-2011	85	
2011-2012	96	
2012-2013	96	
2013-2014	100	Grading System

B.Sc Physics and Computer Application		
Year	Pass Percentage	Remarks
2010-2011	88	
2011-2012	92	
2012-2013	92	
2013-2014	100	Grading system
B Sc Biotechnology		
Year	Pass Percentage	Remarks
2010-2011	68	
2011-2012	80	
2012-2013	90	
2013-2014	95	Grading system
B.Sc Chemistry and Industrial Chemistry		
Year	Pass Percentage	Remarks
2010-2011	64	
2011-2012	62	
2012-2013	90	
2013-2014	100	Grading system
B.Sc Statistics		
Year	Pass Percentage	Remarks
2010-2011	67	
2011-2012	75	
2012-2013	71	
2013-2014	97	
B.Sc Geography		
Year	Pass Percentage	Remarks
2010-2011	70	
2011-2012	89	
2012-2013	83	
2013-2014	90	

B.Sc Biochemistry		
Year	Pass Percentage	Remarks
2010-2011	77	
2011-2012	94	
2012-2013	80	
2013-2014	100	

5.2.9 How does the institution facilitate student progression to higher level of education and/or towards employment?

Carrier Guidance and Placement Cell (UGC funded) is functioning in the college acts as a centre for identifying job opportunities and higher education facilities. Students are informed of the higher education institutions and application procedures. Notification of admission to premier institutions is displayed on the notice board and students are encouraged to apply for admission. As a result, our students have began to apply for admission at premier institutions such as Kerala University, MG University, Calicut University, and Central Universities and we have succeeded in getting them admission in these centers.

Additional Skill Acquisition Program (SAP) implemented in our college envisages in imparting skills for easy employment of graduate students. classes are conducted in every working day morning 9 am to 10am, some Saturdays and during vacations. Now 30 students are getting benefit of it. The first year module consists of 180 hrs training out of which 120 hrs is for Communicative English and 60 hrs is for information Technology. We have already covered 155 hrs of training. The second phase is for skill training such as Printing technology, share trading etc. So far 18 students got selection to various skill training courses. Scheme like ‘Walk with a Scholar Programme’ also facilitate student progression to higher level of education and towards employment.

5.2.10 Enumerate the special support provided to students who are at risk of failure and drop out?

Remedial Coaching Classes for SC/ST/OBC and Minorities (UGC funded) have been instrumental in considerably reducing the dropout rate of our students and in raising their academic performance. Besides, the newly introduced scheme 'Scholar Support Programme' is being implemented in the college with the funding of the Government of Kerala. Under this scheme, 10 students who are weak in their respective subjects are identified and provided with special coaching. Each department conducts remedial coaching for weaker students and special counseling classes are given to avoid the problem of drop outs.

5.3 Student Participation and Activities

Sports Achievements

Representation in University/State

No.	Name	Event	2010-11	2011-12	2012-13	2013-14	2014-15	Performance
1.	Renjith Nair	Gymnastics	University/State		University			
2.	Jithu V.S.	Do	Do	University				
3.	Subin V.	Cycling	State		State			Gold medal
4.	Reshma K. Nair	Volley ball	University/State	University				
5.	Arunraj J.S.	Lawn Tennis	University/State	University	University			
6.	Sajin S	Do	University	University				
7.	Mittu R.P.	Kho-Kho	University	University	University	University		
8.	Aswinarras	Do	University					
9.	Devika K.P.	Wrestling	State		University			Gold medal
10.	Rahul G.	Taekwondo	University/State	University/state	University			
11.	Rajil M.	Do	University/State	University/State				
12.	Vipinkumar G.	Kho-Kho		University	State/Uty			
13.	Vignesh T.	S. Badminton			University	University		
14.	Shan S.M.	Cycling			State	University		
15.	Sumesh S.P.	Do			State/Uty			
16.	Lidiyamol M.S.	Do			State/Uty			Gold Medal
17.	Reshma V.	Taekwondo			State/Uty	University		Medalist
18.	Athul M.	Lawn Tennis			University			
19.	Muha Hamraz	Do			University	University		
20.	Sarath S.S.	Kho-Kho			University	University		
21.	Shielda A.P.	Athletics				University		Gold Medalist
22.	Jaseema William	B. Badminton			University	University		

NSS Activity Report -2012-2013

The national Service Scheme was started in order to establish a meaningful linkage between campus and community. The object of the scheme is “developing the personality of the students through community service.” In order to achieve this objective, various activities were conducted in and outside the college by the N.S.S. unit.

The Government College, Kariavattom has 2 units of National Service Scheme. To ensure the main objective of serving the Society through Education, various activities and programmes were conducted by our NSS units.

- The important regular activities were conducted by NSS units in our college during 2012-13 are observation of NSS day, Independence Day, Teachers Day, Gandhi Jayanthi, Republic Day, National Youth Day, World Environment Day, AIDS Day, International Literacy Day, Human Right Day, International Women’s Day etc.
- Blood Donation Camp was organized by NSS units. A total of 70 volunteers donated their blood through this camp.
- On June 5 ,2013 NSS volunteers celebrated as “Environmental day”.
- A special programme named “Clean Campus Programme” was conducted by NSS units from July 7 and July 8. NSS volunteers cleaned the college campus and volunteers planted different types of plants in the college campus.
- NSS volunteers celebrated Onam, Christmas, New Year and Bakrid festivals in the college.
- NSS unit also distributed various certificate to NSS volunteers.
- NSS unit undertook and organized “ASAP Mega Campus Recruitment” Programme with the help of NSS volunteers.
- A special Camp conducted from December 22 to December 28, 2013.

NSS Activities for the current year (2013-2014)

- On 2013 June 7, NSS volunteers celebrated anti-tobacco Day and a debate is conducted.
- On 2013 October 31, NSS unit organized blood donation Camp. A total of 60 volunteers donated their blood through this camp.
- On March 7 2014, NSS units observed as International women's day.
- A special Camp conducted from 19 December 2014 to 25th December 2014.

5.3.1 Furnish the details of major student achievements in co-curricular , extracurricular and cultural activities at different levels: University/State/Zonal/National/International, etc for the previous four years.

In the academic year 2011-2012 College achieved Gold medal in Taekwondo championship in the Statelevel. Thirteen students have achieved in University level championship in gymnastics, volley ball, lawn tennis, Kho-kho and Taekwondo.

In the academic year 2012-2013, three students have won gold medal in cycling and wrestling. Twelve students achieved University level championship in gymnastics, cycling, lawn tennis, Kho-kho , wrestling and Taekwondo .

In the academic year 2013-2014, one student have won gold medal in athletics. Eight students achieved University level championship in Badminton, cycling, lawn tennis, Kho-kho , Taekwondo and athletics.

NCC

NCC Naval wing was established in this college in the year 2002. As a subunit of 1(k) Naval unit NCC, Thiruvananthapuram is the Hobson's choice for all students aspiring for naval carrier and Navy related subjects. The total sanctioned strength of sub unit is 50 cadets(boys and girls). Training and lecturer classes will be conducted in physical and mental training, boat pulling and sailing, shooting and trekking, environmental and ecology, navigation and direction, gunnery and boat work, community development, vigilance awareness programme and disaster management.

5.3.2 How does the college seek and use data and feedback from its graduates and employers, to improve the performance and quality of the institutional provisions?

Each department in our college has its own alumni associations which are convened every year, and the feedback obtained testifies that the exposure provided to the graduates is timely and appreciable. We also receive feedback from the institutions where our graduates are employed, which reinforces our efforts to provide further facilities to our students.

5.3.3 How does the college involve and encourage students to publish materials like catalogues, wall magazines, college magazine, and other material? List the publications/materials brought out by the students during the previous four academic sessions.

5.3.4 Does the college have a Student Council or any similar body? Give details on its selection, constitution, activities and funding.

The college has a Student Council consisting of Chairperson, Vice Chairperson, General Secretary, University Union Councilor, General Captain, Arts Club Secretary and representatives for each year of UG and PG and Association secretaries of different disciplines. Notification for College Union Election is announced by the university. They are elected in a parliamentary model by all the enrolled students of the college. A Returning Officer is appointed by the principal as per the recommendations of the college council, and elections are conducted as per the guidelines of Lyngdoh Commission. The Council chalks out the activities in consultation with the Staff Advisor to the students union. The fund collected from the students at the time of admission forms the main source of fund for their activities. In the event of deficit, additional fund is raised from PTA, and through collection from well-wishers. The General Secretary to the college union is responsible for keeping the accounts. Fine arts secretary is given the charge of identifying the talents and co-

ordinating the cultural activities. General Captain with the support of physical education trainer organizes the Annual Sports Meet and encourages participation of students in sports and games outside the institution at different levels.

The major activities of the Union include organizing various cultural events to enrich the talents as follows:

- Organizing of Annual Sports Meet
- Conduct of Fine Arts Festival
- Publication of College Magazine
- Selecting and supporting students for University festivals
- Facilitating the various programmes undertaken by the college

5.3.5 Give details of various academic and administrative bodies that have student representatives on them.

There are a number of bodies in the college with student representatives.

- Kerala University Union
- Anti-ragging Cell
- Anti-sexual harassment Committee
- College Development Council
- Library Advisory Committee
- Heritage Museum Monitoring Committee
- Student Welfare Committee
- College Magazine editorial board
- Canteen committee

- ❖ IQAC has included the chairperson and General Secretary to the College Union as members.

5.3.6 How does the institution network and collaborate with the Alumni and former faculty of the Institution.

The college has an alumni association constituted to serve a common platform for the former students to establish warm relationship

with the Institution and to ensure their participation in the overall development of the Alma Mater. Involvement of all former faculty members is ensured during alumni meets and other important events convened by the college.

2. The Current Office Bearers are:

- President : Prof. Sreekala Rani (Principal)
- Vice President : Dr.B.Unnikrishnan Nair (Vice-Principal)
- Teacher Secretary : Dr.Sabeen H M.
- Member Secretary :
- Treasurer : Dr.S.Santhosh (Teacher representative)

3. Activities:

The Alumni has provided the seed money for designing and refurbishing the college website and has contributed generously towards the construction of a house for a poor student of the college under the NSS unit extension programme.

4. The top five alumni of the College are:

1. Dr.Viji.R.I, Assistant professor ,Department of Plant science, Central university of Kerala Kasargod.
2. Dr.V.B.Sameerkumar,Assistant professor and HOD,Department of Biochemistry,Central university of Kerala Kasargod.
3. Smt.Prabha George, Asst. Director Bureau of Economic and Statistics Dept., Govt. of Kerala
4. Smt.Sreeja.S, Assistant professor, Department of Computer science, Govt.College Kariavattom.
5. Mr.Anu S. Nair, Deputy Collector (PLA),Govt.of Kerala

5.3.7 How does the institution encourage its students to participate in extracurricular activities including sports and games? Give details for last two years.

The institution focuses on extra-curricular activities to ensure the all round development of the students. Along with academics students are encouraged to participate and organize in extra curricular activities. Most of the programmes are organized by the students union of the college in consultation with the student's staff advisor. They participate in various literary and cultural events. Each department has an association, which provides students to display their talents conduct, competitions and other activities. In addition to Department Associations, Debate Club, Drama Club, Literary Club, Nature Club, legal literacy Cell, Tourism and Film Clubs cater to student's divergent tastes. The students celebrate Arts club week, Kerala Day and other national and State festivals.

Students who are proficient in sports are given admission in sports quota. Students who wish to develop their potential ability in sports and games are identified at the beginning of the year and put under special coaching. The sports students are given extra support to make up for the academic lessons they miss due to practice, training and participation in competitions in various levels such as inter collegiate, state and national. The performance of the students in various sports events is noteworthy and the institution also provides professional trainers and coaches for extra-curricular activities and sports to improve the performance of the students. All these activities provide a good atmosphere to mould the students and help them to become effective functioning members of the society.

5.3.8 Any other relevant information regarding Student Support and Progression which the college would like to include.

The college has been in the frontline in assuring maximum support to the students in the form of scholarships, free ships and other financial

assistance. The college has been upgrading its infrastructure with a view to support our students academically. We are with higher education developmental programmes like SSP, WWS, ASAP and FLAIR. We have been submitting proposals for various student support programmes, and we feel that both UGC and state governments should make more liberal contributions to our college.

CRITERION VI

GOVERNANCE AND LEADERSHIP

6.1 Institutional Vision and Leadership

6.1.1 State the Mission and Vision

Vision

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.

Mission

- To mould students of the institution into well-meaning citizens of the nation through a socially committed, intellectually inclined, culture driven and future oriented paradigm of learning.
- To empower the students to aspire for significantly contributing to the nation's development through socialist and secular strategies of instruction.
- The institution shall always strive to stride forward and keep pace with the changing needs and spirit of the times. It shall not lounge on its glorious past.
- The college shall continue to foster talent and build on its rich repository of fame and prestige.
- The institution shall continue to uphold its commitment to the nation in general and to the society in particular and perpetually strive to carry this out through a series of carefully crafted, tested and systematically executed steps of actions.
- The institution shall signify learning from the past, assimilating the present and planning for the future.

The Vision statement of the College states that it shall mould students into well-meaning citizens through carefully crafted designs of education. Its mission statement asserts that the institution shall spare no pains to change with the needs of the times and that it shall learn from the past, assimilate the present and plan for the future.

6.1.2 What is the role of top management, Principal and Faculty in design and implementation of its quality policy and plans?

The Govt. College, Kariavattom affiliated to the Kerala University is one of the premier institutions of its kind in the state of Kerala. The area, which the college is meant to serve, has a very high economic potential but is educationally backward. Motivated and dedicated Teaching and non-teaching staff, a well organized PTA and disciplined students keep the Government College as a high place of education and culture. Being a college in the government sector, it has to function in conformity with the guidelines laid down by the Government Policy on Higher Education Checks and balances envisaged by academic and administrative bodies like the College Council and the Academic Council shall have a decisive role to play in the nature of the functioning of the College. The curricular and co-curricular activities implied in the vision statement are carried out through the regular ancillary units of the College like the NSS and the NCC.

6.1.3 What is the involvement of the leadership in ensuring?

The administrative functions of the institution are carried out by the Head of the Institution through a consortium of committees at the College and Department levels. Powers are delegated to these different bodies for the smooth functioning of academic and administrative activities with the Principal in a supervisory role. The College Council, Staff Council, Department Staff Councils and the Parent Teacher Association assist the Head of the institution in various activities. Responsibilities are well defined and communicated to the staff through office communications and periodic meetings of the various committees.

With the support of the college administration and the College Council, the Principal ensures the involvement of all stakeholders in the effective and efficient transaction of the teaching-learning processes.

6.1.4 What are the procedures adopted by the institution to monitor and evaluate policies and plan of the institution for effective implementation and improvement from time to time?

Department Staff Councils discuss the student feedback and overall academic performance in meetings which are promptly and properly recorded. The College Council and the PTA discuss feedback and academic progress, and the minutes of these meetings are recorded and available for review. A monthly evaluation of students is carried out by the each department.

6.1.5 Give details of the academic leadership provided to the faculty by the top management?

Meetings of the College Council, Staff Council, PTA, Advisory Committee of the NSS and the Staff Club, presided over by the principal, are the platforms on which all stakeholders are encouraged to contribute effectively for academic growth.

6.1.6 How does the college groom leadership at various levels?

The Principal is the administrative and academic head of the institution who liaises with the Government and the administrative bodies of education in the State and with the Staff and students of the institution. She establishes a rapport with these stakeholders for effective administration of the college.

6.2 Strategy Development and Deployment

6.2.1 Does the Institution have a formally stated quality policy? How is it developed, driven, deployed and reviewed?

Academic merit is given priority in admissions even though reservation is maintained as per rules. The quality policy of the institution is driven home right at the induction program. Continuous appraisal of the

performance of the students, teachers and administrative staff is done regularly. The quality policy is reviewed through the feedback of all stakeholders. The administrative functions of the institution are carried out in a participatory manner through committees. Major administrative decisions of the institution are taken in the meetings of the college council and the College Development Committee. Teaching departments are given autonomy in decisions regarding academic programs. Teaching, evaluation and feedback systems are developed by individual departments taking into consideration the local as well as the global situation.

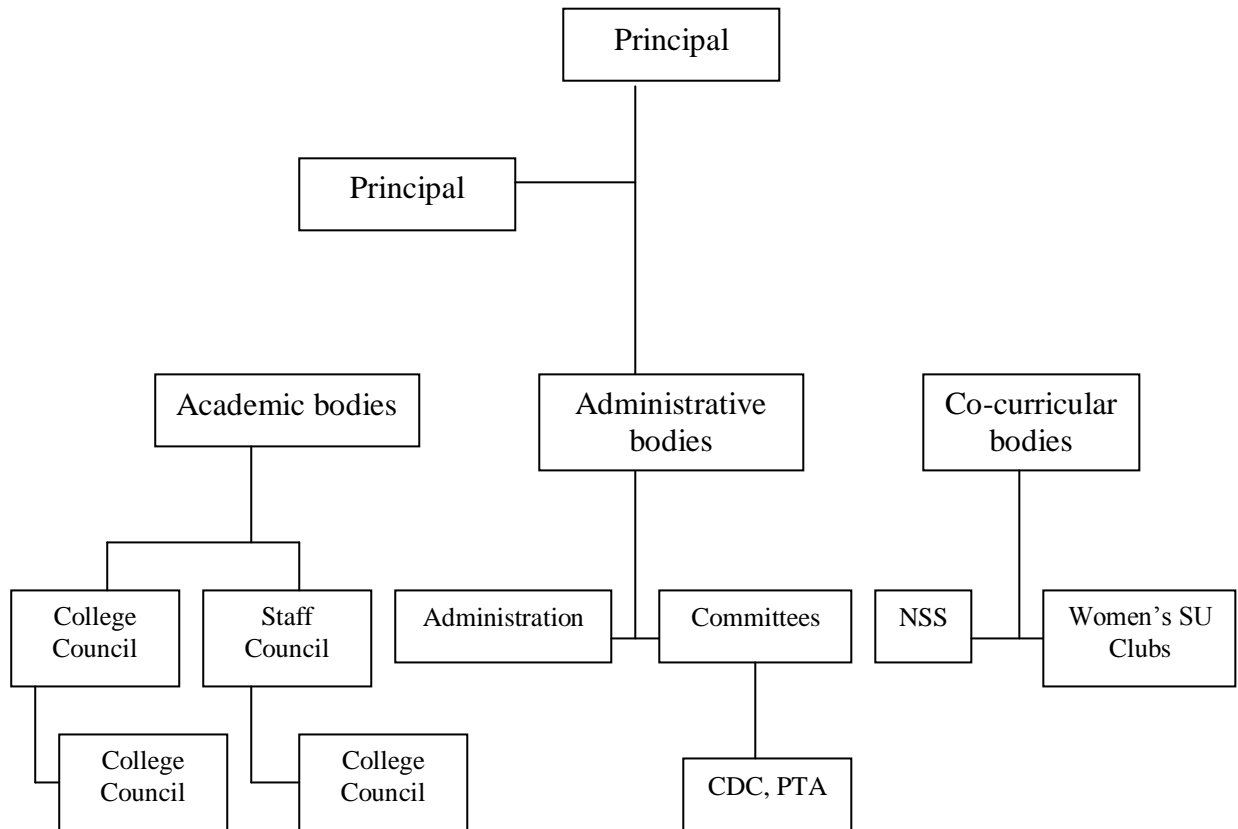
6.2.2 Does the Institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.

The institution, being affiliated to the University of Kerala, has a somewhat limited role in developing the perspective institutional plan. The College develops plans to comply with the broad guidelines issued by the University and the Government from time to time for the successful conduct of academic programs. The College Council is the supreme planning body of the institution which discusses and develops institutional plans to match those of the University and Government. Developmental issues of the institution are discussed in the College Development Committee with the District Collector as its chairman.

The following are the key plans of the institution for the next five years.

1. Start more postgraduates and degree programs
2. Develop the infrastructure to world standards
3. Raise the college to a research centre of the university
4. Attract funds for research projects and academic programs
5. Assure scholarships for all students
6. Start the construction of the open air auditorium and the compound wall
7. To start the construction of the girls hostel

6.2.3 Describe the internal organizational structure and decision making processes.



The College administration is carried out by the Principal with the help of various bodies such as the office, the college council, the college development council, and the staff council. Principal delegates duties and responsibilities to these bodies for effective administration.

The college council is an advisory board that helps the Principal in his academic and administrative functions. It is composed of the Principal, the Heads of Departments, the Librarian and selected faculty. The Council meets periodically to decide upon major academic and administrative issues. The minutes of the council meetings are circulated among the departments.

The Parents Teacher Association consists of elected members of staff and parents with the Principal as its President and an elected Parent

member as the Vice President. The General Body of the PTA meets annually and the Executive Committee members meet periodically to transact business. The PTA fund is utilized for student welfare and for the development of the departments. The College Development Committee, with the district Collector as its chairman holds periodic meetings to discuss infrastructural development and maintenance of the institution.

The constitution of development committees is as follows:

1. District Collector – Chairman
2. Principal of the college – Secretary and Treasurer
3. One teacher nominated by the college council
4. The president of the PTA
5. The president of the alumni association
6. The chairman of the college union
7. The executive engineer (Building)
8. Four persons to be nominated by the director of collegiate education from among eminent public men and men of arts/Letters (preferably former teachers, old students or parents of the students of the colleges)

The National Service Scheme, the Women's Welfare and grievance redressal cell and the various clubs of the college help in the all-round personality development of the students.

6.2.4 Give a broad description of the quality improvement strategies of the institution for each of the following:

➤ Teaching & Learning

We have a number of technology assisted quality improvement strategies in the institution. College's library is well-equipped with 19193 books, 27 journals in addition to the e-books and digital resources, and it is complemented by the department libraries. Modern teaching methods using Wi-Fi broadband internet, INFLIBNET, EDUSAT, interactive boards, LCD projectors and amplifiers and laptop computers are increasingly employed in the classrooms to keep pace with the

information explosion round the world. College provides opportunity to the teachers to attend orientation and refresher courses to make improvements in teaching. A Digital Language Lab is set up to improve the language proficiency among teachers and students. The centralized computing facility enhances the IT skills of our students and facilitates better teaching and learning. Members of the faculty encourages students to acquire knowledge from divergent sources. Thus interactive learning takes place through field work, study tours, group discussions, quizzes, workshops, and academic seminars. GDs, debates and seminars are conducted by all departments. Extension lectures by academic scholars are offered to the students. academic progress of students is assessed through class tests. The tutorial system helps students to overcome learning difficulties.

➤ **Research & Development**

The Research Committee of the college encourages and motivates the teachers to take up research projects, and fosters a culture of research among students and staff. The committee is also involved in synchronizing and facilitating research activities carried out by the members of the faculty by providing relevant information, and updates the faculty members on the availability of funds and their sources. Publication of research findings and presentation of research papers are undertaken by the faculty members.

➤ **Community Engagement**

Community orientation is a fundamental principle closely followed by the college. The NSS unit organizing road safety awareness camps and blood donation campaigns are a few of the activities of the college. The college conducts blood group identification camps every year, and keeps a registry of blood donors, and provides blood to the blood bank and to the needy as and when required.

➤ **Industry Interaction**

The college fosters a culture of industry friendliness and creates opportunities for strong interaction of students with industries. The Career Guidance and Placement Cell conducts seminars and workshops in which different industries interact with our students and thus the students get a feel of the demands of the outside job market and the skills they have to develop. Industries also conduct job recruitment drives in the campus and also provide career seminars in associations with the college.

6.2.5 How does the Head of the institution ensure that adequate information from feedback and personal contacts etc.) is available for the top management and the stakeholders, to review the activities of the institution?

Through the internal coordination and monitoring the Head of the Institution ensured that the adequate information is available for the top management. To review the activities of the institution the top management coordinates the network involving the College Council, Staff Council and the administration. A two way flow of information takes place between these bodies.

6.2.6 How does the management encourage and support involvement of the staff in improving the effectiveness and efficiency of the institutional processes?

The management encourages the faculty members to cooperate in the areas of student development and student support, sharing expertise acquired through local, national and international training programmes. Teaching departments actively encourage interdisciplinary knowledge-seeking, utilizing faculty from other departments. IQAC (Internal Quality Assurance Cell) takes the initiative in organizing programmes to enable faculty members to share their experience and training.

6.2.7 Enumerate the resolutions made by the Management Council in the last year and the status of implementation of such resolutions.

Not applicable

6.2.8 Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If 'yes', what are the efforts made by the institution in obtaining autonomy?

No, there is no such decision has been taken by the college.

6.2.9 How does the Institution ensure that grievances/complaints are promptly attended to and resolved effectively? Is there a mechanism to analyze the nature of grievances for promoting better stakeholder relationship?

The Principal is the appellate authority of the institution and all employee grievances received by the Principal are placed before the College Council which decides upon the issue based on facts. The minutes of the College Council are an authentic record of all such grievance redressal. Employee grievances are discussed and settled in an amicable way and there has not been any serious instance of employee dissatisfaction in the institution.

6.2.10 During the last four years, had there been any instances of court cases filed by and against the institute? Provide details on the issues and decisions of the courts on these?

NIL

6.2.11 Does the Institution have a mechanism for analyzing student feedback on institutional performance? If 'yes', what was the outcome and response of the institution to such an effort?

Yes, the institution collects feedback on the performance of each teaching faculty, course and the institution and uses the feedback from the students for enhancing the institutional performance, we have the practice of holding meetings of the representatives of various student's organizations and college union members to discuss the issues related to

student community. Student feedback, feedback from Class PTA and general PTA meetings and the inputs of the teaching departments to the College Council are considered in deciding measures to improve academic performance and administrative management.

6.3 Faculty Empowerment Strategies

6.3.1 What are the efforts made by the institution to enhance the professional development of its teaching and non teaching staff?

The institution promotes professional development of the faculty to the greatest possible extent. The plan fund is utilized for professional development, enabling the teaching departments to organize seminars, conferences and workshops. College provides facility to all the faculty members to attend refresher and orientation courses. All the faculty members are motivated to apply for minor/major projects funded by the UGC and other funding agencies and to pursue research works individually. Faculty members of the institution actively participate in national and international seminars and conferences within India. The institution encourages faculty members to enroll for or provide resources for training programs and workshops. Non teaching staffs are deputed for IMG training programs conducted by the government of Kerala.

6.3.2 What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform?

There are relevant rules in place regarding attendance at seminars, conferences, refresher and orientation courses, and other training programs. The need for such training is assessed by Heads of Departments who recommend members of the faculty for such programs. The Government suggests the names of senior faculty who need to be trained for administrative positions when promotions are due. The College has organized seminars, workshops, conferences in various disciplines for its staff as well as for the faculty of other institutions in the

state. Government provides fair perks to faculty members on the basis of their nature of work, qualification and designation.

6.3.3 Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.

The institution makes good use of the self appraisal method and comprehensive assessment by students to assess the performance of the faculty and staff. The feedback is communicated to the teachers and staff so that they may make necessary improvements in their performance. Department staff meeting address specific issues in teaching and learning pointed out by the students, arrives at a consensus regarding the corrective measure required.

6.3.4 What is the outcome of the review of the performance appraisal reports by the management and the major decisions taken? How are they communicated to the appropriate stakeholders?

College determines the needs of training and developments on the basis of performance appraisal reports and takes proper decisions regarding at proper time. The principal and staff council motivate the staff according to their working results and give guidance to the staff. Institution intimates these by way of circulars and notices. In addition to this, staff meeting is conduct to communicate the matters.

6.3.5 What are the welfare schemes available for teaching and non teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?

The strategies adopted by the Department of Collegiate Education, Government of Kerala for faculty welfare include monetary and Career Advancement benefits for those with higher qualifications such as M.Phil and Ph.D as well as opportunities for those who wish to improve their qualifications. There are also government schemes in place to provide

loans for those who wish to buy/construct houses or to purchase computers. At the institutional level, the College Council motivates faculty members through prompt appreciation of exceptional merit and talent and by providing opportunities for self expression. The Staff Club of the College is committed to faculty welfare and it offers a platform for the talented and the aspiring.

6.3.6 What are the measures taken by the institution for attracting and retaining eminent faculty?

Institution creates opportunities for self improvement and provides sound working atmosphere to assure job satisfaction among the staff. It helps the institution to attract and retain eminent faculty.

6.4 Financial Management and Resource Mobilization

6.4.1 What is the institutional mechanism to monitor effective and efficient use of available financial resources?

A college level monitoring committee has been constituted in the college headed by the principal, and the UGC fund utilization under different proposals are entrusted with the co-ordinators concerned, who monitor the implementation process and ensure that the work has completed properly. The fund is disbursed from the office only on the basis of the certification of the work by the co-ordinator concerned. The plan and non plan fund utilization is made according to the direct monitoring by the principal. The principal and the office superintendent make sure that the remittances are made in time. For the utilization of the PTA fund, approval of the PTA executive committee is a pre-requisite and the PTA secretary keeps necessary records related to the utilization. The proposals placed before the PTA/principal are evaluated and discussed in the staff council to ensure that the expenditure is only for the developmental activities of the college and the welfare of the students. The utilization of the CDC fund is made according to the approval of the college developmental council headed by the district collector.

6.4.2 What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.

All the accounts of the college are regularly audited. Since the College is a Government institution the accounts are audited by the Collegiate Education Department of Government of Kerala and Accountant General of India.

The last audit was conducted from 13/08/2014 to 18/08/2014 by the office of accountant general, and the audit report has not been received so far.

6.4.3 What are the major sources of institutional receipts/funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and the reserve fund/corpus available with Institutions, if any.

The entire funding for the functioning of the college is done by the Government of Kerala. Tuition fees and special fees collected at the time of admission is an important source of institutional receipts, and it is remitted in the government treasury account.

CDC fund is collected at the time of admission and yearly matching grant is allotted to the college by the Government of Kerala. The college collects PTA fund as an additional source of internal revenue for carrying out the activities of the college.

6.4.4 Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any).

The Institution is managed by the government of Kerala. All the recurring expenditures are borne by the government agencies. The UGC

extends financial support for various academic and developmental activities. Besides PTA and CDC extends financial support. The important grants received in the last four years are given below.

a) Non Plan Fund received from the Government of Kerala

No	Heads	2010-11	2011-12	2012-13	2013-14
1.	Electricity charge	112461	132229	172955	80,000
2.	Water charge	15772	10,000	40,000	24288
3.	Materials & supplies	21000	20,000	45000	12720
4.	Telephone	7938	13114	13000	12194
5.	Other charges	15465	5000	7000	7000
6.	Tour TA	5000	5000	1200	Nil
7.	Transfer TA	5000	5000	13581	7145
8.	Medical reimbursement	Nil	Nil	213023	6234
9.	Wages	1357400	1006550	1440360	Nil
10.	Walk with a scholar			114265	292500
11.	Scholar support program			95000	175000
	Total				

b) Plan Fund Released By Government of Kerala

No	Heads	2010-11	2011-12	2012-13	2013-14
1.	Study Tour	40,000	20,000	25,000	40,000
2.	Faculty Development			10,000	80,000
3.	Matching Grand	46400	46800	53800	56400
4.	CIUP			55,00,000	10,10,000
5.	Student Amenities	30,000			
6.	Minor Works	3,00,000	3,00,000		
7.	Accreditation of College by NAAC	12,00,000	4,00,000	6,00,000	2,00,000
8.	Purchase of lab/library	8,00,000	15,00,000	15,00,000	4,00,000

9.	EDUSAT	Nil	10,00,000	5,00,000	3,00,000
10.	Maintenance of play ground	1,00,000	80,000		
11.	IT grid	55,000	70,000	65,000	60,000
12.	Starting of new courses	4,00,000	4,00,000	3,00,000	4,00,000
13	Job oriented Add on course	50,000	40,000		
	Total	3031400	3856800	8553800	2546400

6.5 Internal Quality Assurance System (IQAS)

6.5.1 Internal Quality Assurance Cell (IQAC)

Has the institution established an Internal Quality Assurance Cell (IQAC)? If 'yes', what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes.

- i. Yes, the college has an Internal Quality Assurance Cell. The department of collegiate education, Kerala introducing many programs in colleges to ensure the internal quality in colleges. Government College Kariavattom, being part to this venture, actively participating programs like, ASAP, SSP and Walk with a Scholar of DCE.
- ii. ASAP, SSP and Walk with a Scholar of DCE has been approved and implemented by the college.
- iii. Yes, there are external members in its committee. Most of them are faculties of different colleges who take classes for students in morning and evening sessions, before and after the regular class time.

6.5.2 Does the institution have an integrated framework for Quality assurance of the academic and administrative activities? If 'yes', give details on its operationalisation.

Yes, the academic and administrative activities of the college are based on the directives of Directorate of collegiate education and Kerala University.

6.5.3 Does the institution provide training to its staff for effective implementation of the Quality assurance procedures? If 'yes', give details enumerating its impact.

Yes, the administrative staff periodically undergoes IMG training. The faculty members regularly update their knowledge through orientation, refresher course and university trainings.

6.5.4 Does the institution undertake Academic Audit or other external review of the academic provisions? If 'yes', how are the outcomes used to improve the institutional activities?

The academic audit is achieved through student feedback on the program structure and quality of teaching.

6.5.5 How is the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities?

The college is in the first cycle of accreditation process and our quality assurance mechanisms are not so far aligned with the requirements of external agencies.

6.5.6 What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?

Currently the teaching learning process is reviewed through student feedback and result analysis. The results are discussed by the staff council and it suggests steps to improve the quality of teaching learning process such as special classes or peer group study.

6.5.7 How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders?

The prospectus of the college and the college calendar communicate the policies and practices of the college to the internal and external stakeholders. The college gives reports to the Medias whenever required.

CRITERION VII

INNOVATIONS AND BEST PRACTICES

3.8 7.1 Environment Consciousness

7.1.1 Does the Institute conduct a Green Audit of its campus and facilities?

The college campus has developed a plastic free culture in the sense that students and faculty use only recyclable plastic above 50 microns. We do not have plastic waste in the campus beyond a meager amount. We have been constant in our efforts to green the campus, and have formed environment club to foster the culture of eco friendliness. We plant trees in an around the college campus with the help of NSS, and environment club. All these cells make their contribution in greening the campus.

7.1.2 What are the initiatives taken by the college to make the campus eco-friendly?

- **Energy conservation**

The college has a lot of electrical equipments which require regular power supply. To reduce our consumption of electricity, we have done away with bulbs and heaters in the campus and have resorted to CFL lights. We have the culture of using energy in a thrifty manner that all the unnecessary connections are disconnected after the class hours and during holidays. Our office monitors that no lights, fans or air conditioners work during off hours and thus we reduce our electricity consumption.

- **Plastic free campaign**

The college does not encourage the use of plastic band flex banners. The students are encouraged to use jute bags carry bags.

- **Use of renewable energy**

The college has a proper waste processing system which generates manure for the plants and garden in the campus.

- **Efforts for carbon neutrality**

Ours is a zero carbon emission campus as we do not use refrigerators, air conditioners and other carbon emitting equipments beyond the permitted scale and point.

- **Plantation**

The campus has been beautiful with garden and plants.

- **Hazardous waste management**

The college does not generate any hazardous waste at all.

- **E-waste management**

The college has only started to feel the issue of e-waste, and currently we manage the issue by arranging the distributors themselves to take back our irreparable electronic commodities to be recycled or processed professionally.

3.9 7.2 Innovations

7.2.1 Give details of innovations introduced during the last four years which have created a positive impact on the functioning of the college.

The college has tremendous developments and has introduced a number of innovations in infrastructure, teaching and learning, administration, student support and progression. They are mentioned below:

1. Introduced Wi-Fi internet connectivity
2. Started intranet facility for speedy transfer of data and files
3. Campus has been beautiful with garden and plants
4. All students are supported with scholarships
5. Students are supported in online registrations and downloading hall tickets
6. Subsidized printing and copying facility introduced
7. A canteen has been functioning inside the campus of the college
8. Admission process has been computerized

9. Office administration has been automated
10. Career Guidance Cell, SC/ST and Minority Cell, Scholarship Cell formulated.
11. All departments have started to apply for UGC funding for academic programmes like seminars and workshops.
12. General library has been automated and updated
13. Fund for study tour was secured
14. Student seminar presentations have been done with the help of interactive projectors
15. EDUSAT facility started in the college
16. Programmes like Walk with a Scholar, Scholar Support Programme and Additional Skill Acquisition Programme started.
17. Auditorium constructed
18. Girls room constructed
19. Health and Fitness Centre
20. Purified drinking water facility established
21. Internal Quality Assurance System

7.2.2 Clubs and Activities

1) Scholar Support Programme (SSP)

Scholar Support Programme is implemented in the college to provide personalized additional support to students. Additional lectures and interactive sessions are organized in the college and the pupils are provided study materials and question banks. Students with <60% marks for their qualifying exam are selected for the programme. The number of students selected from the college are limited to a maximum of 50. Based on result analysis six weak subjects at college level are identified and the students are given additional support to improve their performance in the weak subjects.

2) Fostering Linkages in Academic Innovation and Research (FLAIR)

Newly joined faculty members of the college, who have less than five years of service and at least 20 years of service have applied to become FLAIR members. The programme is aimed at motivating faculty members to adopt innovative teaching-learning and research strategies. It also aims to bring quality consciousness in the field of higher education through meaningful interventions in academics and research. The programme also envisages establishment of web based networks of academicians called 'Collaborative Academic Networks' (CAN) for knowledge sharing.

3) Career Guidance and Counseling

A career guidance cell functions in the college, aimed at notifying the students about competitive exams, options in higher education and placement opportunities through seminars, lectures, demonstrations, brochures etc. The counseling centre offers advice and psychological guidance to help students to overcome the stress and strains of adolescence and to strengthen them mentally.

4) Anti-Ragging Cell

As per the order of the Supreme Court, an anti-ragging squad is constituted in the college, aiming to prevent ragging. The cell also arranges awareness programme on ragging and related issues.

Anti-Ragging cell is formed at the institution with the objective to curb-out ragging. It is brought to the notice of the Institutions, students and other various stakeholders that ragging is a criminal offence. UGC has framed regulations, on curbing ragging in higher educational institution, in order to prohibit, prevent and eliminate the scourge of ragging.

Anti-Ragging Cell is functioning in Govt. College Kariavattom since 2008 onwards. The main objectives of the Cell are:

1. To aware the students about the dehumanizing effect of ragging and any act of ragging shall not go unnoticed and unpunished.
2. To keep a continuous watch and vigil over ragging so as to prevent its occurrence and recurrence and thereby creating a disciplined academic atmosphere.
3. To deal with the incidents of ragging brought under the notice of the cell.

Members of the Committee:

- Co-ordinator of the Cell
- Principal of the College
- Vice-Principal of the College
- Office Superintendent
- HODs of various Departments
- CDC Member
- ASI of Police Dept.
- PTA Member
- Student Representatives

❖ Smt. A.S. Jaya is the Co-ordinator of the Cell from 2012-13.

Main activities of the cell are:

1. Annually Conduct Awareness programmes to students regarding the evil effects of ragging.
2. Students are requested to take an Anti-Ragging pledge at the time of admission in the presence of parents
3. In collaboration with the NSS unit of the college the cell conduct Legal literacy class to students

5) Health Education Club

Maintenance of physical and mental health is an important parameter for the survival of human beings and also for the construction of a healthy nation. To achieve the above purpose, a health club is functioning the campus to give health awareness to students through seminars, medical camps etc.

6) Entrepreneurial Development Club

Govt. College Kariavattom is having an ED club which aims to create wealth and employment commensurate with unlimited natural and immense human resource potential of Kerala by developing entrepreneurship in the youth. The aim of the club is to nurture the latent entrepreneurial talent, develop awareness among its members of the attitudes, values and skills of successful entrepreneurs around the globe.

Objectives of the club:

- To sensitize students on the real economic and industrial development scenario of the state.
- To inculcate entrepreneurial culture in students.
- To enable them to take informed decisions
- To induct entrepreneurial spirit in the institutions.
- To bring in successful entrepreneur and students on a common platform.

Functions of the club

- Organize interactive sessions with successful entrepreneurs from outside as well as within the state.
- Organize workshops/debates
- Organize industrial visits to business enterprises within/outside state.
- To introduce talented youth to industrial research organizations.

7) Language Lab and Speaking Club

The club aims at providing ample opportunities for students to speak English to improve their fluency and communication competency. The club meets regularly on Fridays and organizes various activities in this regard.

8) Media/Film Club

Media club has been working in this college for last 7 years. The club aims to give its member's exposure to new Media Technologies and open Source Initiatives. There will also be sessions for viewing and appreciating acclaimed movies and documents films.

Keeping in view the importance of media in society and students' continuous engagement with media it is important that the students start understanding media rather than just being passive viewers or readers. The way students are taught different subjects like language, social science, science and mathematics similarly they should be provided with the academic inputs about media which is very integral part of their lives. With the increasing number of channels TV & radio, publications and the new media students now days are inundated with plethora of media messages. Discussing media and media messages with students is the need of the hour. Keeping in view the growing media industry, the media discourse at college level is timely. Considering the wide variety of content media offers it can be easily assimilated into classroom and can promote critical thinking skills and understanding concepts in an integrated manner.

Objectives of the media club:

- To develop amongst students an understanding of importance of communication

- To develop among students an understanding of the effects of mass media on themselves as individuals and also upon society.
- To develop skills to encourage the production of creative media messages.
- To encourage students to express their feelings and thoughts through media messages they produce
- To introduce students to various career opportunities in mass media
- To intimate the general public various social activities carried out by students of this college

Structure of the Media Club:

The media club is handled by a media club coordinator with academic background in one of the following subjects; Language, social science; or mass communication. Other than media club coordinator, the involvement of language, social science art and computer teacher will strengthen the media club activities. Media club activities are planned and modified in consultation with Media Club Group which include Principal, Media club coordinator, experts from media and media education and teachers.

9) Career Guidance and Placement Cell

Activities of the Career Recruitment Cell, Government College Kariavattom

1. January 2015

Received invitation from IEDC Centre, Trinity College of Engineering to an Entrepreneurship workshop which will be conducted by IEDC Centre in association with KITCO. This innovation and entrepreneurship workshop seeks therefore to educate and inspire innovators to commercialize their ideas.

Day and Date: 24/01/2015,

Venue: Adrak Hotel, Kumarapuram, Trivandrum,

Registration Fee: Rs.1000/- per business (maximum two per team).

2. Dec.16, 2014

Provided soft copy of database of Govt. College passed out students towards the career fair. For placement at ICICI Bank in Kerala as Officer (On-Roll and Permanent), at a salary package Rs.1.54 lakhs per annum (non-metro location) + TA + Mob.

3. Oct. 30, 2014

CL Educate Limited (Formerly Career Launcher India Ltd) submitted proposal for conducting a test to identify the skills and areas of interests of students. The test comprises aptitude tests, quantitative skills, verbal intelligence combined with psychometric test. They have requested for a slot to conduct career guidance seminar and test.

4. Aug. 11, 2014

Informed students about the communication received from TVS Group Company. They have a sign-up with ICICI Bank to recruit Sales Officers and are conducting recruitment drive for ICICI bank for sales position.

5. Aug. 5, 2014

CMS Info Systems Pvt Ltd submitted request to conduct an awareness programme in Networking and Software Technologies to enhance career opportunities.

6. June 21, 2014

NIIT Limited in association with Pankajakasthuri College of Engineering and our media partner is Mathrubhumi invited the students to participate in various domains in the “Kerala Mega Job Fair 2014” on Saturday 5th July-2014 @ University College Campus, Palayam, Trivandrum, Kerala.

7. June, 2014

Informed students about the ‘CAREER FEST 2014’ at TRIVANDRUM on 21 June 2014 Venue: John Cox Institute of Technology, Kumarapuram, Kannammoola Road, Kannammoola, Thiruvananthapuram, Kerala.

8. June 3, 2014

Students were notified about recruitment drive for ICICI Bank for Sales position conducted by TVS Group Company. They have a sign-up with ICICI Bank to recruit Sales Officers.

9. Feb 20, 2014

Handed over the list of candidates from the college (along with their contact addresses) for a Campus Selection Process for candidates aspiring to make a career with Eureka Forbes.

10. February 19, 2014

Several students appeared for the selection test and Recruitment rally at “Airmen Selection Centre” Kakkanad Kochi on 19 February 2014 for selection to the Indian Air Force as Airmen.

11. February 13-14, 2014

Pooled Recruitment drive by Wipro at Christ Nagar College Maranalloor. The following students from the Dept. of Statistics were selected.

4. Veena parasuram
5. Gowry G.R.
6. Shyama B.C.

12. February 12, 2014

SCM Hub conducted a career programme on ‘Logistics and Employability factor for final year students.

13. December 5, 2013

Overseas Education Consultancy CHOPRA’S conducted a seminar on Educational programmes abroad for final year students.

14. August 21, 2013

Revenue Med India contacted. Students were informed about the evolving career in Revenue Med India Pvt. Ltd a captive business processing

operation for Revenue Med, Inc. of Atlanta, USA. The firm operates from the Pamba, Periyar & Nila buildings, providing a range of business processing services such as coding, extended business operations and claims and remittance processing across the healthcare revenue cycle for hospitals and insurance co.

15. August 21, 2013

Open Ignite is a special and exclusive initiative by TCS for science students. it is a free portal for imparting employability skills to science students aspiring for a career in IT. Several student registered for the programme.

16. August 20, 2013

IT learning class conducted by Networks Systems.

17. July 2013

Notice circulated about the Job Fair on August 18 conducted by G Tech.

10) Additional Skill Acquisition Programme (ASAP)

The Additional Skill Acquisition Programme (ASAP) seeks to equip students currently enrolled Under Graduate Courses in Arts & Science Colleges, with industry/business relevant skills. It aims at creating employment opportunities for the unemployed youth, enhancement of skill sets of the labour force, emphasizing industry linkage and enhancing employability of students. Expertise of industry organizations like, NASSCOM, CII, FICCI and various sector skill councils set up by the National Skill Development Mission will be sought for the programme. The programme will be focusing on additional skill acquisition, through a series of activity based modules including communication, information Technology, skills etc. defined by the industry so as to ensure that the students passing out of the institution have employable skills that are required by labour market and the industry, nationally and internationally.

The ASAP program at our college was launched on Nov. 2012 with the presence of Smt. Sreelakha, Ward Councillor, as chief guest. ASAP classes are arranged in every working day from 9am to 10am and also in some Saturdays, if necessary. So far we have completed 140 hrs of training and 30 students of our college are getting its benefit.

11) Edusat

Edusat is a facility provided by the Dept. of collegiate Education, Govt. of Kerala for providing live classes to students and teachers. Classes are conducted by the experts in the relevant field, on every Tuesday and Thursday at 11 A.M, at the main studio, Sanskrit College campus, Thiruvananthapuram. Teachers are also getting opportunity for handling classes. During class time, students can directly interact with the resource person.

12) Science Club

Science club activities are conducted on every academic year to build scientific aptitudes among students. Seminars and quiz programmes are conducted. The students of BSc departments are the members of science club.

13) Language Lab and Speaking Club

The club aims at providing ample opportunities for students to speak English to improve their fluency and communication competency. The clubs meets regularly on Fridays and organize various activities in this regard.

7.3 Best Practices

7.3.1 Elaborate on any two best practices which have contributed to the achievement of the Institutional Objective and/or contributed to the Quality improvement of the core activities of the college.

BEST PRACTICE – 1

1. Title of the Practice:

E-learning and Administration

2. Goal

- Use the internet for resource mobilization
- Facilitate access to information
- Administrative reforms

The college has set Wi-Fi broadband internet connection for all Departments, administrative sections and library. The college offers high speed Wi-Fi Internet connectivity and Edusat facility which provide sufficient exposure to our advanced learners. This connectivity has positively impacted all realms of the institution. Administration has shifted to e-mode, students have begun to browse and access information using the net and the teachers have begun to use the internet for resource mobilization. All the departments offering core subject are provided with a laptop desktops, laser printer with scanner and LCD projector. All the PG classrooms are turned into smart class rooms. The setting up of a Language Laboratory and Edusat Centre has helped the students to keep pace with modern technology in the teaching-learning process.

3. The Context

Even though the College is located in a remote area our college is capable of providing all the necessary things for the furnishing of these facilities. The college provides adequate training to staffs and students. adapting to blogging as a teaching/learning tool has been a slow one and is still in the progressing phase.

4. The Practice

The broad band internet Wi-Fi connectivity and its use in teaching and administration is one of the strong points considering the educational and general backward status of the rural area in which the college located. Being a college in a rural area, the connectivity offers an opportunity for students to have hands on

experience in using technology, web/networks, blogging, communicating with emails etc, which are essential components of a student's knowledge domain. The connectivity provides a great opportunity for the staff to update subject related developments. Language lab and the Edusat room are platforms from which the facility can be tapped. Resource sharing by teachers using the internet helps build the rapport among staff, thus building team spirit and the collaboration which can be the backbone of a learning institution. In the administrative sector, data/record keeping and communication skills have shown an upward curve. The concept and promotion of the use of smart classrooms has also been another positive development in this line.

5. Evidence of Success

It provides pace and effectiveness in teaching learning process. The administrative process and document exchanges within the college and with the affiliated University through internet eased and secured the process.

6. Problems Encountered and Resources Required

The uneven nature of the terrain, location of different departments in different blocks and lack of funds considering the huge initial investment were the significant hurdles. Wi-Fi connection and other smart classroom facilities, in all class rooms is another milestone to be achieved whereby teaching approaches can be directed more towards differentiated tasks and instructions. For optimal use of the available resources and to tap technology completely, more training is inevitable for both staff and students. The college has a shortage of technical experts to handle this aspect. To minimize time and labour, e-administration is necessary.

BEST PRACTICE – 2

18. Title of the Practice:

Walk with a Scholar Programme

19. Goal:

- Provide necessary orientation to the students to prepare for employment
- Necessary guidance to select areas for higher study.
- Guidance for their future

Walk With a Scholar (WWS) scheme proposes to arrange specialized mentoring programs for students in Under Graduate Programs in Arts, Science and Commerce and to provide necessary orientation to prepare for employment or necessary guidance for their future. The scheme introduces the idea of mentoring and builds on the concept of mentor as a 'Guide' and 'Friend.'

20. The Context:

The mentoring scheme for students will be purely voluntary in nature. It will be open for all students entering the first year of the Under Graduate Programme of Study. The scheme aims at giving necessary orientation to needy students, to prepare them for employment and give them necessary guidance, motivation and necessary mental support to identify appropriate areas for higher study as well as employment. The programme introduces the idea of mentoring. Mentoring is a personal enhancement strategy through which one person facilitates the development of another by sharing known resources, expertise, values, skills, perspectives, attitudes and proficiencies. It allows the learner to build skills and knowledge while attaining goals for career development.

21. The Practice:

The initial works of the programme were started in the last week of November 2012. The college council selected Dr. Sudha Bai R, Associate Professor, Dept. of Botany as the college level coordinator. A notice was served and a briefing of the programme has been done by the Coordinator in all the first semester under-graduate classes. As much as 30 students from different disciplines were registered. The programme is aimed to provide necessary orientation, guidance and motivation to the students so as to enrich their talents for higher studies and better employment. Its target is to develop certain generic skills, non-technical competencies, attitudes and behaviours that contribute to a

person's sense of self and personal well-being. The programme is designed in such a manner as to inculcate the potential skills and capabilities of the students. Sessions were arranged on Saturdays and Holidays without affecting the normal academic routine of the students and the college.

Details of Internal Mentoring:

Primarily, students are grouped on the basis of the subject they chose for under-graduation. The science students are allotted to the internal mentor from the faculty of science, commerce students are allotted to the internal mentor from the faculty of commerce, History and Economics students are allotted to the internal mentors from the faculties of humanities and language students are allotted to the internal mentor from their own faculty.

Name of Internal Mentors: (2012-2015 Batch)

Sl.No.	Name	Faculty
1.	Dr. Unnikrishnan Nair B.	Physics
2.	Dr. Santhosh S.	Chemistry
3.	Mr. Fyzee S.	Zoology
4.	Dr. N.K. Sajeevkumar	Statistics
5.	Mrs. Saritha G.	English

Name of Internal Mentors: (2013-2016 Batch)

Sl.No.	Name	Faculty
1.	Dr. Remakanthan A.	Botany
2.	Mrs. Asha A.	Chemistry
3.	Mrs. Tina Elizabeth Mathew	Computer Science
4.	Dr. Boban P.T.	Biochemistry
5.	Mrs. Sreekala G.	Physics

Name of Internal Mentors (2014-2017 Batch)

Sl.No.	Name	Faculty
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1.	Mrs. Priya R.	Computer Science
2.	Mrs. Vidya N.P.	Computer Science
3.	Mrs. Paulcy Rani	Chemistry
4.	Mrs. Sreekala. G.	Chemistry
5.	Mr. Reejo R.J.	Geography

The primary objective of internal mentoring is envisaged to provide the aspirant some customized activities that enhance their learning experience and employability skills. As it requires some training built on the foundations of knowledge, internal mentoring aims at providing some opportunities to catch a meaningful life and better careers with a strong foundation of certain skills, attitudes and competencies.

The pedagogy of the programme concentrates on active study techniques that require the students to think and reason for themselves. Sessions were arranged to open up avenues for achieving personal fulfillment, continued competitiveness and growth that enable them to make practical judgements, to think on their feet, to act diligently and skillfully and to shape their attitudes to learn and enhance their decision-making abilities. The better the aspirants can explain how and why of their personal traits and attitudes, the more thorough will be their understanding and development. Keeping the frame, the following themes were selected for internal mentoring:

- Career Ambition – Attitude & Aptitude
- Self Assessment – Strengths & Weakness
- Positive Thinking & Capacity Building
- Personality & Soft Skills Development
- Goal Setting: Self Esteem & Confidence
- Group Dynamics – Role Plays & Presentation Skills
- Object Oriented Learning – Mindset for Higher Studies
- Strengths, Weaknesses, Opportunities & Challenges (SWOC) Analysis

- Learning Problems: Cases & Solutions
- Career Prospects

Details of External Mentoring:

Regarding external mentoring, students were allotted to external mentors in the same manner as in the case of internal mentoring. Persons with proven expertise in career guidance, soft skills development, communicative skills, and various competitive examinations were selected as external mentors.

We believe that when the instructors create relevant and active learning experiences linking today's education with tomorrow's market place, students find learning more relevant, rewarding and practical. Individuals become skilled and knowledgeable by actively engaging their minds as they go through the processes of activity and reflection. Keeping these objectives in mind, the major themes allotted to external mentors are:

- Communicative & Presentation Skills
- Soft Skills Development
- Group Dynamics
- Industry Exposure & Management Skills
- Orientation, Guidance & Motivation for Higher Studies & Better Employment
- Leadership, Assertiveness & Interview Skills

22. Evidence of Success:

All the mentors performed their role profoundly well and were highly beneficial and appreciated by the mentees. The mentees got an opportunity to gain wisdom from someone who have traveled the path before them. The sessions gave them not only the means but also the wherewithal to lead a meaningful life. The most significant observation in this regard is that none of the mentees were absent even in a single session of mentoring. The enthusiasm and interest shown by them inspired the mentors as well.

3. Evaluative Report of the Departments

The self-evaluation of every department may be provided separately in about 3-4 pages avoiding the repetition of the data.

Evaluative Report of the Department: Physics

1. Name of the department : Physics
2. Year of Establishment : 1997
3. Names of Programmes/Courses offered (UG, PG, M.Phil, Ph.D., Integrated Masters, Integrated Ph.D. etc) : UG, PG
4. Name of Interdisciplinary courses and the departments/units involved :
Computer Science
5. Annual/Semester/choice based credit system (Programme wise)
6. Participation of the department in the courses offered by other departments
7. Courses in collaboration with other universities, industries, foreign institutions, etc.
8. Details of courses/programmes discontinued (if any) with reasons: Nil
9. Number of Teaching posts

	Sanctioned	Filled
Professors		
Associate Professor	3	3
Asst. Professors	1	1

10. Faculty profile with name, qualification, designation, specialization
(D.Sc/D.Litt./Ph.D/M.Phil. etc.)

Name	Qualification	Designation	Specialization	No. of years of experience	No. of Ph.D. students guided for the last 4 years
A.S. Jaya	M.Sc	Asso. Prof.	Electronic	20	-
Dr. B. Unnikrishnan Nair	MSc, M.Tech, Ph.D.	Asso. Prof.	OptoElectronic	20	-
Sreela S.	M.Phil,	Associate	Nuclear	18	-

	BEd.	Professor	Physics		
Jolly Bose R.	M.Sc, B.Ed	Associate Professor	Electronics	7	

11. List of senior visiting faculty
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty
13. Student-Teacher Ratio (programme wise) : UG = 36.67, PG= 5
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled
15. Qualifications of teaching faculty with DSc/D.Litt/Ph.D/MPhil/PG.
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received
17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc and total grants received
18. Research Centre/Facility recognized by the University
19. Publications:-
 - * a) Publication per faculty
 - * Number of papers published in peer reviewed journals (national/international) by faculty and student
 - * Number of publications listed in International Database (for eg: Web of Science, Scopus, Humaniites International Complete, Dare Database – International Social Sciences Directory, EBSCO host etc)/
 - * Monographs
 - * Chapter in Books
 - * Books Edited
 - * Books with ISBN/ISSN numbers with details of publishers
 - * Citation Index
 - * SNIP
 - * SJR
 - * Impact factor
 - * h-index
20. Areas of consultancy and income generated

21. Faculty as members in
 - a) National Committees
 - b) International Committees
 - c) Editorial Boards.....
22. Student projects
 - a) Percentage of students who have done in-house projects including inter departmental/programme
 - b) Percentage of students placed for projects in organizations outside the institution ie. in research laboratories/industry/other agencies.
23. Awards/Recognitions received by faculty and students
24. List of eminent academicians and scientists/visitors to the department
25. Seminars/Conferences/Workshops organized and the source of funding
 - a) National
 - b) International
26. Student profile programme/course wise:

Name of the course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass Percentage
			*M	*F	
2009-10	1000	27	10	17	100
2010-11	1100	31	13	18	93
2011-12	1150	27	10	17	85
2012-13	1200	26	7	19	92
2013-14	Online	25	11	14	100
		136			

*M = Male, * F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad
2009-10	0	0	
2010-11	0	0	
2011-12	97	3%	
2012-13		0	

2013-14		0	
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28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil Services, Defense Services, etc.?

NET – 1, Defense Service – 2

29. Student progression

Student progression	Against % enrolled
UG to PG	136 – 57 = 41.9%
PG to M.Phil	1.75%
PG to Ph.D.	
Ph.D to Post-Doctoral	
Employed	
<ul style="list-style-type: none"> • Campus Selection • Other than campus recruitment 	136-36
Entrepreneurship/Self-employment	

30. Details of Infrastructural facilities

a) Library : Centralized library with NET connection

b) Internet facilities for Staff & Students: Yes

c) Classrooms with ICT facility: Nil

d) Laboratories : UG and PG lab

31. Number of students receiving financial assistance from college, university, government or other agencies: 50% of the students

32. Details on student enrichment programmes (special lectures/workshops/ seminar) with external experts: WWS, SSP Programmes

33. Teaching methods adopted to improve student learning: Exptal method, Teaching with aids etc.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities: CES

35. SWOC analysis of the department and future plans:

5. Format for Presentation of Best Practice

1. Title of the Practice
The title should capture the keywords that describe the Practice.
2. Goal
Describe the aim of the practice followed by the Institution. Mention underlying principles or concepts in about 100 words.
3. The Context
Describe any particular contextual features or challenging issues that have had to be addressed in designing and implementing the Practice in about 150 words.
4. The Practice
Describe the Practice and its implementation in about 400 words. Include anything about this practice that may be unique in the Indian higher education. Please also identify constraints or limitations, if any
5. Evidence of success
Provide evidence of success such as performance against targets and benchmarks and review results. What do these results indicate? Describe in about 200 words.
6. Problems encountered and resources required
Please identify the problems encountered and resources (financial, human and other) required to implement the practice in about 150 words.
7. Notes (Optional)
Any other information that may be relevant and important to the reader for adopting/implementing the Best Practice in their institution (about 150 words).
8. Contact details
Name of the Principal:
Name of the Institution:
City:

Pin Code:

Accredited Status:

Work Phone:

Website:

Mobile:

Fax:

Mobile:

Evaluative Report of the Department: Geography

1. Name of the department: Geography
2. Year of Establishment : 1998
3. Names of programmes/courses offered (UG, PG, M.Phil, Ph.D. Integrated Masters; Integrated Ph.D etc): UG (B.Sc Geography)
4. Names of Interdisciplinary courses and the departments/units involved: Geology & Statistics
5. Annual/semester/choice based credit system (programme wise): Semester CBCS
6. Participation of the department in the courses offered by other departments: Open courses
7. Courses in collaboration with other universities, industries, foreign institutions, etc – Nil
8. Details of courses/programmes discontinued (if any) with reasons: Nil
9. Number of teaching posts

Post	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors	Nil	Nil
Assistant Professors	2	2

10. Faculty profile with name, qualification, designation, specialization, (D.Sc/D.Litt./Ph.D/M.Phil etc).

Name	Qualification	Designation	Specialization	No. of years of experience	No. of Ph.D students guided for the last 4 years

Reejo R. J.	M.Sc., B.Ed	Assistant Professor	Medical Geography	2.5	
Dhanush D.M.	M.Sc., B.Ed	Assistant Professor	Town Planning	2.5	

11. List of senior visiting faculty : Nil
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: (hours/week)

Semester	Theory	Practical
Ist	2	2
IInd	2	2
IIIrd	2	4
IVth	2	4
Vth	7	19
VIth	7	19

13. Student-Teacher Ratio (programme wise):

Semester	No. of students	No. of teachers	Ratio
Ist	30	3	1:10
IInd	30	3	1:10
IIIrd	29	3	1:9
IVth	29	3	1:9
Vth	31	4	1:10
VIth	31	4	1:10

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: 1 (Lab Assistant)
15. Qualifications of teaching faculty with D.Sc/D.Litt/Ph.D/M.Phil/PG.

Name	Designation	Qualification
Reejo R.J.	Asst. Professor & Head	PG
Dhanush D.M.	Asst. Professor	PG
Aswathy S.R.	Guest Lecturer	PG
Maneesha Mohan M.	Guest Lecturer	PG

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: Nil
17. Departmental projects funded by DST – FIST; UGC, DBT, ICSSR, etc. and total grants received: Nil
18. Research Centre/ facility recognized by the University: Nil
19. Publications:
- *a) Publication per faculty

Name of Faculty	Name of Publication	Journal
Reejo R.J.	1. Analyzing livelihood status of tribals in Attappady Block, Palakkad, Kerala	International Journal of Advances in Remote Sensing and GIS Vol.2 No.3, 2014
Dhanush D.M.	1. Hydrological Status of Ponds in Peruvembu, Palakkad, Kerala	International Journal of Advances in Remote Sensing and GIS Vol.2, No.9, 2014

* Number of papers published in peer reviewed journals (national/international) by faculty and students

Faculty	Number of Publications	Status
Reejo R.J.	1	International
Dhanush D.M.	1	International

Students: Nil

* Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database – International Social Sciences Directory, EBSCO host, etc): Nil

* Monographs: Nil

* Chapter in Books: Nil

* Books Edited : Nil

* Books Edited : Nil

* Books with ISBN/ISSN numbers with details of publishers:

1. Book Name : Tribal Woes About: HDI of Tribals in Attappady, Palakkad, Kerala Publishers: GK Publishers, Chennai ISBN: 978-93-81208-33-5 Published Year: 2014 Authors: Richard Scaria, Reejo R.J, Dhanush D.M, Sumesh K
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* Citation index: Nil

* SNIP : Nil

* SJR : Nil

* Impact factor: Nil

* h-index : Nil

20. Areas of consultancy and income generated: Nil
21. Faculty as members in a) National committees b) International Committees
c) Editorial Boards....: Nil
22. Students projects
 - a) Percentage of students who have done in-house projects including inter departmental/programme: 33%
 - b) Percentage of students placed for projects in organizations outside the institution ie. in research laboratories/industry/other agencies: Nil
23. Awards/Recognitions received by faculty and students: Nil
24. List of eminent academicians and scientists/ visitors to the Department : Nil
25. Seminars/Conferences/Workshops organized and the source of funding
 - a) National: 1
 - b) International:
26. Student profile programme/course wise:

Name of the course/programme	Applications received	Selected	Male	Female	Pass percentage
1 st SEM	287	33	11	21	100
3 rd SEM	319	29	20	09	100
5 th SEM	480	30	12	18	87

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad
1 st SEM	96	3	0
3 rd SEM	100	0	0
5 th SEM	100	0	0

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil Services, Defense services, etc.? – Data not available

29. Student progression

Student progression	Against % enrolled
UG to PG	44
PG to MPhil	
PG to Ph.D	
Ph.D to Post Doctoral	
Employed <ul style="list-style-type: none"> • Campus Selection • Other than campus recruitment 	1
Entrepreneurship/Self employment	55

30. Details of Infrastructural facilities:

- a) Library : No
- b) Internet facilities for Staff & Students: Yes (Lab equipped with 11 PC systems for students and 2 for staff members)
- c) Class rooms with ICT facility: Nil
- d) Laboratories: 2 (Two) – (1 computer lab and 1 cartographic lab)

31. Number of students receiving financial assistance from college, University, Government or other agencies:

Programme	State Scholarship	Central Scholarship
1 st year		
2 nd year	14	0
3 rd year	5	6

32. Details on student enrichment programmes (special lectures/workshops/seminar) with external experts: National Seminar : 1

33. Teaching methods adopted to improve student learning:

Teaching Methods	Remarks
ICT Based learning	Regular basis
Study Tour	Year-wise

Field Visits	Occasionally
Institutional Visits	Occasionally

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

Programmes/Activities	Remarks
NCC (National Cadet Corps)	6 students from the department
NSS (National Service Scheme)	70 students from the department
WWS (Walk with Scholar)	12 students from the department
ASAP (Additional Skill Acquisition Programme)	10 students from the department
SSP (Scholar Support Programme)	14 students from the department
Nature Club	74 students from the department

35. SWOC analysis of the department and Future plans

Strength	Weakness	Opportunity	Capacity
Rare subject	Limited Number of faculty	Higher rate of employability	Capable to train students for higher achievements
Access to City	Poor Infrastructure	Diverse Opportunity for students including;	Capable to train students for higher examinations or competitive examinations
Qualified Faculty	Assigning of other duties to existing faculty members	- Civil service exams/ competitive exams	Capable for conducting extension activities
Computer Lab with Internet Facility	Syllabus with limited scope (need revision)	- Software development (Open Source)	Capable for collaborative projects and research activities with other departments and government
Wide varieties of Surveying Instruments	Absence of Modern Survey Equipments/Imageries/ Secondary data	Wide varieties of specializations	
	Limited financial assistance to purchase high-end GIS Softwares	- Remote Sensing - Planning - Watershed - Management - GIS	

	Lack of space for further expansion	- Medical Geography - Environment studies	agencies
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Evaluation Report of the Department: Statistics

1. Name of the Department: Dept. of Statistics
2. Year of Establishment: 1997
3. Names of Programmes/Courses offered (UG, PG, M.Phil, Ph.D., Integrated Masters; Integrated Ph.D., etc): B.Sc Statistics
4. Names of Interdisciplinary courses and the departments/units involved: Open course (Data Analysis): Dept. of Computer Science, Dept. of Geography; Dept. of Physics with Computer Application.
5. Annual/Semester/Choice based credit system (programme wise): Up to 2012 Annual and after that CBCS
6. Participation of the department in the courses offered by other departments: Subsidiary Statistics for B.Sc Geography and Open Course
7. Courses in collaboration with other universities, industries, foreign institutions, etc: Nil
8. Details of courses/programmes discontinued (if any) with reasons: Nil
9. Number of teaching posts

	Sanctioned	Filled
Professor	Nil	nil
Associate Professors	nil	nil
Asst. Professors	3	1

10. Faculty profile with name, qualification, designation, specialization, (D.Sc/D.Litt/Ph.D/M.Phil. etc.)

Name	Qualification	Designation	Specialization	No. of years of Experience	No. of Ph.D students guided for the last 4

					years
Dr. N.K. Sajeevkumar	M.Sc., M.Phil, Ph.D, NET	Assistant Professor	Order Statistics	7	4
Dr. Irshad M.R.	M.Sc., M.Phil, Ph.D	Guest Lecturer		4 months	
Asha S. Nair	M.Sc	Guest Lecturer		1	

11. List of senior visiting faculty: Nil
12. Percentage of lectures delivered and practical classes handled (Programme wise) by temporary faculty: 4: 3
13. Student-Teacher ratio (Programme wise) : 30 : 1
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: 3
15. Qualifications of teaching faculty with DSc/D.Litt/Ph.D/M.Phil/PG: Mentioned in 10.
16. Number of faculty with ongoing projects form a) National b) International funding agencies and grants received: 1
17. Departmental projects funded by DST – FIST; UGC, DBT, ICSSR, etc. and total grants received: UGC Major Research Project (F No: 41-810/2012)
18. Research Centre/Faculty recognized by the University: Nil
19. Publications:
 - a) Publication per faculty
 - Dr. N. K. Sajeev Kumar: 20 articles
Dr. Irshad M.R. : 7 articles
 - Number of papers published in peer reviewed journals (national/international) by faculty and students: 20
 - Number of publications listed in International database (for Eg: Web of Science, Scopus, Humanities International Complete, Dare Database – International Social Sciences, Dictionary, EBSCO host, etc): 17
 - Monographs
 - Chapter in Books: Fourth chapter in contributions to order statistics edited by Dr. Philip Samuel

- Books edited
 - Books with ISBN/ISSN numbers with details of publishers
 - Citation Index
 - SNIP
 - SJR
 - Impact Factor
 - h-index
20. Areas of consultancy and income generated: Order statistics
21. Faculty as members in
- a) National committees b) International Committees c) Editorial Boards.....
- Dr. N.K. Sajeevkumar – State Executive Committee member (KSA)
- Member Board of studies(PG),University of Kerala
22. Student Projects
- a) Percentage of students who have done in-house projects including inter departmental/programme: 100 since 2012-2013
- b) Percentage of students placed for projects in organizations outside the institution, ie., in Research Laboratories/ industry / other agencies: Nil
23. Awards/ Recognitions received by faculty and students
- Dr. N.K. Sajeevkumar will get R.N. Pillai Young Statistician Award 2002 given by KSA and T.S.K. Moothathu best paper award 2008 given by KSA. Students Achievement: Veena P. and Nayana S. got second prize in quiz competition conducted by Ministry of Statistics and Program Implementation 2013-2014.

Name of the course/programme	Name of the student	Achievement
2010-2011	Aswathy T.R. Soumya S.	Kerala University 2 nd Rank Kerala University 3 rd Rank
2011-2012	Gayathri R.	Kerala University 2 nd Rank
2012-2013	Reji R. Nair	Kerala University

	Syam Krishna R.	2 nd Rank Kerala University 2 nd Rank
2013-2014	Aparna C. Shyma B.C. Veena P.	Kerala University 1 st Rank Kerala University 2 nd Rank Kerala University 3 rd Rank

24. List of eminent academicians and scientists/visitors to the department:

1. Prof. Madhav Kulkarni (Dept. of Mathematics and Statistics BYK college of commerce Nashik) visited on 2012.
 2. Prof. Aleyamma Mathew (RCC Trivandrum)
25. Seminars/Conferences/Workshops organized & the source of funding
- a) National
 - b) International

Dept. Organized a add on course in data analysis during 2012.

Funded by Collegiate Education department

26. Student Profile programme/course wise

Name of the courses/programme	Application received	Selected	Enrolled		Pass percentage
2010-2011	800	32	7	25	85
2011-2012	765	32	13	19	85
2012-2013	760	32	18	14	88
2013-2014	690	32	7	25	85
2014-2015	810	36	15	21	-

27. Diversity of Students

Name of the course	% of students from the same state	% of students from other states	% of students from abroad
2010-2011	100	0	0
2011-2012	100	0	0

2012-2013	100	0	0
2013-2014	100	0	0
2014-2015	100	0	0

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, CIVIL services, Defense services, etc: 5

29. Student progression

Student progression	Against % enrolled
UG to PG	Per year about 50%
PG to M.Phil	5%
PG to Ph.D	2%
Ph.D to Post-Doctoral	-
Employed	
• Campus selection	-
• Other than campus recruitment	50%
Entrepreneurship / Self-employment	-

30. Details of Infrastructural facilities

- a) Library : Common campus library
- b) Internet facilities of Staff & Students: Available
- c) Class rooms with ICT facility: Nil
- d) Laboratories: Well equipped computer lab

31. Number of students receiving financial assistance from college, university, government or other agencies: per year 10 students

32. Details on student enrichment programmes (special lectures/workshops/seminar) with external experts. Per year one

33. Teaching methods adopted to improve student learning. Interactive learning practice for students utilizing power point presentations.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities: Students participated in NSS/NCC

35. SWOT analysis of the department and future plans: Department planning to start M.Sc Statistics course and to start research centre in statistics with well equipped lab and library.

Evaluative Report of the Department : Department of Computer Science

1. Name of the department: Computer Science
2. Year of Establishment: 1997
3. Names of programmes/courses offered (UG, PG, M.Phil, Ph.D. Integrated Masters; Integrated Ph.D. etc): UG-B.Sc Computer Science
4. Names of Interdisciplinary courses and the departments/units involved:
Two: Vocational subject in B.Sc Physics with computer Application, Complementary subject in B.Sc Statistics
5. Annual/Semester/choice based credit system (programme wise): CBCS-B.Sc Computer Science
6. Participation of the department in the courses offered by other departments:
Running B.Sc Computer Science, BCA and B.Com with Computer Application (Annual Scheme) of School of Distance Education, University of Kerala
7. Courses in collaboration with other universities, industries, foreign institutions etc: PGDCA, DCA (2012) courses of Continuing Education Cell, and Adult Continuing Education Cell affiliated to Technical Education.
8. Details of courses/programmes discontinued (if any) with reasons: Nil
9. Number of Teaching posts

	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors	Nil	Nil
Asst. Professors	8	5

10. Faculty profile with name, qualification, designation, specialization, (D.Sc/D.Litt./Ph.D/ M.Phil. etc).

Name	Qualification	Designation	Specialization	No. of years of experience	No. of Ph.D students guided for the last 4 years
Mrs. Tina Elizabeth Mathew	MSc, SLET	Assistant Professor, HOD-in-charge	Data Mining	11 yrs	Nil
Mrs. Vidhya N.P.	MCA, UGC, NET	Assistant Professor	Data Structures	6 yrs	Nil
Mrs. Priya R.	MCA, M.Phil, UGC NET	Assistant Professor	Object Oriented Modeling	3 yrs	Nil
Mr. Kumaresan K.	MCA, UGC, NET	Assistant Professor	Computer Networking	3 yrs	Nil
Mrs. Devika K.	MTech, UGC-NET	Guest Lecturer	Data Mining		Nil
Mrs. Sreerekha V.K.	MCA, UGC-NET	Guest Lecturer	Data Structure and Algorithms, System Programming and Operating systems		Nil
Mrs. Salini P.S.	MCA	Guest Lecturer	Compiler Design		Nil
Mrs. Anju T.E.	M.Sc, NET	Assistant Professor	System Programming and Operating systems		

11. List of senior visiting faculty: Nil
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: Lecture – 50%, Practical – 50%
13. Student-Teacher Ratio (programme wise): 18:1 for all programme of UG
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: One post- Laboratory Assistant-sanctioned and filled
15. Qualifications of teaching faculty with DSc/D.Litt/Ph.D/M.Phil/PG:

Name	Qualification
Mrs. Tina Elizabeth Mathew	MSc, SLET
Mrs. Vidhya N.P.	MCA, UGC-NET
Mrs. Priya R.	MCA, MPhil, UGC-NET
Mr. Kumaresan K.	MCA, UGC-NET
Mrs. Devika K.	M.Tech, UGC NET

Mrs. Sreerekha V.K.	MCA, UGC NET
Mrs. Salini P.S.	MCA
Mrs.Anju T.E.	M.Sc, UGC NET

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: Nil
17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: Nil
18. Research Centre/Facility recognized by the University: Nil
19. Publications: Given in faculty profile
 - a) Publication per faculty
 - b) Number of papers published in peer reviewed journals (National/international) by faculty and students
 - c) Number of publications listed in International Database (for Eg: Web of Science, Scopus, Humanities International Complete, Dare Database – International Social Sciences, Directory, EBSCO host etc.)
 - d) Monographs
 - e) Chapter in Books
 - f) Books Edited
 - g) Books with ISBN/ISSN numbers
 - h) Citation Index
 - i) SNIP
 - j) SJR
 - k) Impact factor
 - l) H-index
20. Areas of consultancy and income generated: Nil
21. Faculty as members in
 - a) National committees b) International committees c) Editorial Boards : Given in faculty profile
 1. Board of studies (Pass) in Computer Science – (2010-2013)- 1
22. Student projects: Done in outside organizations

- a) Percentage of students who have done in-house projects including inter departmental/programme: Nil
- b) Percentage of students placed for projects in organizations outside the institution ie. in research laboratories/industry/other agencies: 100%
23. Awards/Recognitions received by faculty and students: in faculty profile
1. Best research paper award in NCRTIT 2014-1
24. List of eminent academicians and scientists/visitors to the Department: Nil
25. Seminars/Conferences/Workshops organized and the source of funding
- a) National:
 1. National Seminar on Dot Net Technology and Spectral Analysis of Signals conducted on 15th February 2006 by Department of Computer Science and Physics, sponsored by Director of Collegiate Education Govt. of Kerala.
 - b) International: Nil

26. Student profile programme/course wise:

Name of the course/programme (refer question no.4) BSc Computer Science	Applications received	Selected	Enrolled		Pass Percentage
			*M	*F	
2014	1800	29	13	16	100%
2013	1800	29	20	9	79%
2012	1800	29	6	23	67%
2011	1700	35	11	24	86%
2010	1600	29	8	21	93%

* M = Male *F = Female

27. Diversity of Students

Name of the	% of students	% of students	% of students fro
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course	from the same state	from other states	abroad
BSc Computer Science	100% in 2014, 2013, 2012	1 student from Lakshwadeep in 2008-11 batch	1 student from Combodia in 2004

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services etc?

UGC NET-2 (2012, 2014)

State Service – Kerala Police (2011) – 1, Lakshdweep Police – 1 (2011)

Central Service (FCI) – 1 (2012)

29. Student progression

Student progression	Against % enrolled
UG to PG	65%
PG to M.Phil	
PG to Ph.D	
Ph.D. to Post-Doctoral	
Employed	
<ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	
<ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	50% of 2008 – 11 batch & 80% of 2008-10 batch are employed
Entrepreneurship/Self-employment	

30. Univesity Ranks secured by students: 1. 1st Rank in BSc Computer Science Programme, University of Kerala in 2010(Anand R Nair)

2. 2nd rank in BSc ComputerScience Course, University of Kerala in 2002(Mahima S)

3. 3rd rank in BSc ComputerScience Course, University of Kerala in 2014 (Nishi.N)

31. Details of infrastructural facilities
- a) Library : No departmental library
 - b) Internet facilities for staff & students: Internet connection in one system in lab – NME to ICT scheme
 - c) Classrooms with ICT facility: Nil
 - d) Laboratories: Two – Labs with 28 and 21 system housing facility and separate UPS room. Systems are standalone and running on Windows 7 and Ubuntu.
- Configuration:-
- Intel core i3/core 2 duo systems with Intel original Motherboard, 2GB DDR3 RAM, 500 GB SATA HDD, 18.5” LCD Monitor, MM key board, optical mouse, DVD writer, ATX Cabinet
32. Number of students receiving financial assistance from college, university, government or other agencies:
- 2014- 3 (University Merit Scholarship – 1, Survarna Jubilee – 1, higher education scholarship -1)
- 2013-8 (University Merit Scholarship – 1, Suvarna jubilee – 3, state Merit – 3, VKS Panicker – 1)
- 2012 – 2 (University Merit Scholarship – 1, Suvarna jubilee – 1)
- 2011 –
- 2010 –
33. Details on students enrichment programmes (special lectures/workshops/seminar) with external experts: conducted seminars on latest technologies like Android, .Net Technologies etc by various private firms as Networks systems, Time technologies, NIIT, White Oval Technologies in 2014, 2013, 2012, 2011 and 2010.
34. Teaching methods adopted to improve student learning: Lecture notes, Power point presentation, Library references.

35. Participation in Institutional Social Responsibility (ISR) and Extension activities: Conduct courses – B.Sc, CS, BCA, BCom with CA, PGDCA, DCA (2012) as part of the Distance Education and Continuing Education
36. SWOC analysis of the department and future plans: Plans for introducing PG in Computer Science, Incorporating library facility for the department and increasing state of art facilities in laboratories.

Evaluation Report of the Department: Biotechnology

1. Name of the department: Department of Biotechnology
2. Year of Establishment: 1997
3. Names of Programmes/Courses offered (UG, PG, M.Phil, Ph.D. Integrated Masters; Integrated Ph.D. etc) : UG-BSc Biotechnology (Multimajor)
4. Names of interdisciplinary courses and the departments/units involved: Open course: Department of Biochemistry, Department of Geography, Department of Statistics.
5. Annual/Semester/choice based credit system (programme wise): CBCSS
6. Participation of the department in the courses offered by other departments: Open courses: Department of Biochemistry, Department of Geography, Department of Statistics.
7. Courses in collaboration with other universities, industries, foreign institutions, etc. Nil
8. Details of courses/programmes discontinued (if any) with reasons: Nil
9. Number of Teaching posts: Assistant Professors; Sanctioned = 2, Filled = 2
10. Faculty profile with name, qualification, designation, specialization (D.Sc/D.Litt./Ph.D. M.Phil etc)

Sl. No	Name	Qualification	Designation	Specialization	No. of years of experience	No. of Ph.D students guided for the last 4 years
1.	Jairani P.S.	M.Sc, CSIR-	Assistant	Biotechnology	2	Nil

		Net, PGDBI, Ph.D (submitted)	Professor			
2.	Soumyarani V.S.	M.Sc, MPhil, CSIR-Net, Ph.D (submitted)	Assistant Professor	Biotechnology	2	Nil

11. List of senior visiting faculty: Nil
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: Nil
13. Student-Teacher Ratio (programme wise): 1:33
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled; Laboratory Attender Sanctioned post = 1, filled = 1
15. Qualifications of teaching faculty with D.Sc/D.Litt/Ph.D/M.Phil/PG
16. Number of faculty with ongoing projects from a) national b) International funding agencies and grants received: Nil, Minor Project submitted to UGC
17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc and total grants received: Nil
18. Research Centre/Faculty recognized by the University: NA
19. Publications:
 - a) Publication per faculty
 - b) Number of papers published in peer reviewed journals (national/international) by faculty and students

Sl. No.	Name of the Faculty	Papers published	Impact factor	Review article	Book chapters published
1.	Jairani P.S.	Two	6	1	1
2.	Soumyarani V.S.	Two	2.5	Nil	nil

Jairani P.S.

1. Book chapter

Jairani P.S, Aswathy PM, Mathuranath PS. “Emerging concepts in genetics and neurobiology of dementias”.In Taly AB & Singh G (Editors), Review in Neurology: Neurogenetics and Neuroimmunology, Indian Academy of Neurology, Bangalore, 2009.

2. Review Article

Aswathy PM, Jairani PS & Mathuranath PS. “Genetics of Frontotemporal lobar degeneration”, Annals of Indian Academy of Neurology 2010: 13: S55-S62.”

3. Research paper

Aswathy PM, Jairani PS. Joe Verghese, Srinivas Gopala & PS Mathuranath. “MAPT genetic variations are uncommon cause of frontotemporal dementia in south India.” Neurobiology of Aging, 2013.

Soumyarani V.S.

1. Oxidatively Modified High Density Lipoprotein Promotes Inflammatory Response in Human Monocytes – Macrophages by Enhanced Production of ROS, TNF, MMP -9 and MMP-2, Soumyarani V.S. and Jayakumari N. Molecular and Cellular Biochemistry, Volume 366, Numbers 1-2 (2012), 277-285.
2. Soumya Rani. V. S & Jayakumari. N. Oxidised HDL induces cytotoxic effects : implications for Atherogenic mechanism, J. Biol. Mol. Toxicology. Vol 28, number 11 2014.

20. Areas of consultancy and income generated
21. Faculty as members in a) National committees b) International committees
c) Editorial Boards: Nil
22. Student projects
 - a) Percentage of students who have done in-house projects including inter departmental/programme

b) Percentage of students placed for projects in organizations outside the institution ie. in Research laboratories/industry/ other agencies: 10%

23. Awards/Recognitions received by faculty and students

24. List of eminent academicians and scientists/visitors to the Department: Dr. A.J. Nair, Head, Dept. of Biotechnology, University of Kerala Campus

25. Seminars/Conferences/Workshops organized and the source of funding

a) National

b) International : Nil

26. Student Profile programme/course wise:

Name of the programme	Academic Year	Total no. of students admitted	M	F	Pass Percentage
BSc Biotechnology Multi major	2010-11	25	6	19	68
	2011-12	18	2	16	80
	2012-13	20	3	17	90
	2013-14	22	6	16	95

27. Diversity of Students

Name of the course	% of students from the same state	% of students from other states	% of students from abroad
B.Sc Biotechnology Multimajor	98.5	1.5	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil Services, Defense services, etc? 6 (CSIR-NET)

29. Student progression

Student progression	Against % enrolled
UG to PG	35

PG to M.Phil	2
PG to Ph.D.	10
Ph.D to Post Doctoral	1
Employed	
• Campus selection	Nil
• Other than campus recruitment	65
Entrepreneurship/self-employment	2 (other than subject)

30. Details of Infrastructural facilities

- a) Library: Department Library
- b) Internet facilities for staff & students presently available but no LAN facility
- c) Classrooms with ICT facility: U-Board, Smart Screen, Multi-media Projector available, but infrastructure renovation should be done urgently
- d) Laboratories: Microbiology, Sterile Cabinet facilities and plant tissue culture lab

31. Number of students receiving financial assistance from college, university, government or other agencies: 26

32. Details on student enrichment programmes (special lectures/workshops/seminar) with external experts: WWS

33. Teaching methods adopted to improve student learning: Interactive learning practice for students utilizing Power point presentations

34. Participation in Institutional Social Responsibility (ISR) and Extension activities: participated in Science EXPO 2012 for Science Exhibition and won 2nd prize a State level.

Organized a Science exhibition as part of Science Club Activity at the College on the Inauguration of ASAP, 2012, and won the first prize.

35. SWOC analysis of the department and future plans:

Major Renovations should be implemented in the infrastructure of the department of which initiatives have been begun in assistance with Public works Department. Future plans comprise uplifting the department of Biotechnology into a Research Centre, with sophisticated Central Laboratory facilities equally available for all students of Life Science Discipline in the college. Setting the required equipments to fulfil the

requirements of project student and M.Phil, Ph.D graduates in future Extension of Culture Laboratories on New Building plan in the Campus, and splitting General and Molecular laboratories from culture environment setting Animal Culture Laboratory. Starting of PG course in Biotechnology and make the students progress rates higher. Pursuing Post Doc Degrees by Faculties. Establishing future research collaborations with the Department of Biochemistry and Biotechnology, University of Kerala, Kariavattom Campus and other CSIR-Research Centres in the state.

Evaluative Report of Departments: Department of Chemistry

1.	Name of the Department	Chemistry			
2.	Year of Establishment	1997			
3.	Names of Programmes/courses offered	BSc chemistry and Industrial chemistry			
4.	Names of interdisciplinary courses and the departments/units involved	Name	Depts. Involved		
		Open course essentials of chemistry			
		All Departments			
5.	Annual/Semester/Choice Based credit system (programme-wise)	BSc chemistry and Industrial chemistry BSc Biochemistry BSc Biotechnology			
6.	Participation of the Department in the courses offered by other Departments	CBCSS Chemistry and Industrial Chemistry			
7.	Courses in collaboration with other universities, industries, foreign institutions, etc.	Nil			
8.	Details of courses/programmes discontinued (if any) with reasons	Nil			
9.	Number of Teaching posts		Sanctioned	Filled	
		Associate Professor	1	1	
		Assistant professors	7	7	
10	Faculty Profile				
	Name	Qualification	Designation	Specialization	Experience in years
1.	Dr. Santhosh S.	MSc, Ph.D, Net	Associate Professor	Inorganic Chemistry	18
2.	Dr. Kshama V. Das	M.Sc, Ph.D, Net	Asst. Professor	‘,‘	19
3.	Smt.G. Sreekala	M.Sc, MPhil, NET BEd	Assistant Professor	Inorganic Chemistry	6
4.	Smt.Asha A.	MSc, BEd, NET, SET	Assistant Professor	Inorganic Chemistry	4
5.	Smt.Paulcy Rani P.R.	MSc, NET, BEd.	Assistant Professor	Inorganic Chemistry	4
6.	Dr.Sajithra C.V.	M.Sc, M.Phil, NET, Ph.D	Assistant Professor	Inorganic chemistry	3

7.	Smt.Sabitha Mohan M.R.	MSc, NET	Assistant Professor	Inorganic Chemistry	1
8.					
	Temporary faculty				
	FDP Substitute				
	Guest Faculty				
1.	Dr. Dhanya S.	M.Sc, MPhil, Ph.D	Assistant Professor		
11.	List of senior visiting faculty				
12.	Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty				
	7 percent				
13.	Student-Teacher Ratio (programme wise)		UG	PG	
			18:1		
14.	Number of academic support staff (technical) and administrative staff		Two post Laboratory Assistant		
15.	Qualifications of teaching faculty with D.Sc/D.Litt/Ph.D/M.Phil/PG				
	Name		Qualification		
1.	Dr. Santhosh S		MSc, Ph.D, NET		
2.	Dr. Sharma V as				
3.	Smt.G. Sreekala		MSc, M.Phil, NET, BEd		
4.	Smt.Asha A		MSc BEd NET SET		
5.	Smt.Paulcy Rani P.R.		MSc NET BEd		
6.	Smt.Sajithra C.V.		MSc, M.Phil, NET		
7.	Smt.Sabitha Mohan.M.R		MSc, , NET		
	Temporary Faculty				
	FDP Substitute				
1.					
	Guest faculty				
1.	Dr. Dhanya S.		MSc, MPhil, Ph.D.		
2.					
16.	Number of faculty with ongoing projects				
	a) National Funding agencies				
	Name of the PI	Title	Details of the grant		
			Funding agency	Grant received (Rs.)	
	b) International Funding agencies				
17.	Departmental projects funded by DST-FIST; UGC, DBT, ICSSR			Nil	
18.	Research Centre/Facility recognized by the University			Nil	
19.	Publication Details				
No.	Article		Publisher	National/ International	ISSN /ISBN
	Name of Teacher				
1.					
2.					
3.					
4.					
5.					
6.					
7.					
20.	Area of consultancy and income generated				

21.	Faculty as members in a) national committees b) International Committees c) Editorial Boards							
22.	Student projects					UG		PG
	Percentage of students who have done in-house projects including inter Departmental/programme							
	Percentage of students placed for projects in organizations outside the institution ie., in Research/Laboratories/Industry/other agencies					35%		
	Publications by PG students from PG student projects:							
23.	Awards/ Recognitions received by faculty and students							
	Name		Faculty/ Student	Awards/Recognition			Awarding Body	Year
1.								
2.								
3.								
4.								
24.	List of eminent academicians and scientists/visitors to the Department							
	Name			Designation			Date	
1.								
2.								
3.								
4.								
5.								
25.	Seminars/Conferences/Workshops organized & the source of funding							
26.	Student profile programme/course wise							
	Course	Year	Number of Applicants	Selected	Enrolled		Pass %	University Ranks
		2014	1400	26	M	F	80	I rank
		2013	1400	24	14	10	72	I, II, III rank
		2012	1400	29	10	19	65	I
		2011	1400	22	10	12	55	
		2010	1400	22	5	17	58	
27.	Diversity of Students							
	Name of the course			% of students from the same state		% of students from other states		% of students from abroad
	B.Sc Chemistry			100		Nil		Nil
28.	How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil Services, Defense services, etc?							
29.	Student Progression							
				2009-10	2010-11	2011-12	2012-13	2013-14
	UG to PG							40
	PG to M.Phil							
	B.Ed							
	Ph.D							
	Other courses							
	Employed campus selection							
	Other than campus recruitment							
	Entrepreneurship /self employment							
30.	Details of Infrastructural facilities							
	Library							
	Internet facilities for Staff & Students							
	Classrooms with ICT facility							

	Laboratories	3	
31	Number of students receiving financial assistance from college, university, government or other agencies (UG & PG)	15%	
	Name of the scholarship	Funding agency	No. of students
32.	Details on student enrichment programmes (special lectures/ workshops/seminar) with external experts		
	Resource Person	Program	Year
33.	Teaching methods adopted to improve student learning		
	<ul style="list-style-type: none"> ❖ Special classes for weaker students ❖ Remedial classes for students belonging to SC/ST, OBC and Minorities ❖ Conduct of test papers/model examinations 		
34.	Participation in Institutional Social Responsibility (ISR) and Extension activities		
35.	SWOC analysis of the Department and Future plans		
	Strengths		
	<ul style="list-style-type: none"> ❖ Qualified faculty members ❖ Consistently high levels of academic achievements by students as evidenced by the number of University Ranks secured. 		
	Weaknesses		
	<ul style="list-style-type: none"> ❖ Basic infrastructure like laboratories and equipment are still inadequate ❖ Insufficient number of digital classrooms & computers 		
	Opportunities		
	<ul style="list-style-type: none"> ❖ Possibility of funding of faculty research by funding 		
	Challenges		
	<ul style="list-style-type: none"> ❖ More than 60% of students come from socially and educationally backward sections of the society. It is a real challenge to prepare these students having diverse abilities to the levels required by the demands of the society. 		
	Future plans		
	<ul style="list-style-type: none"> ➤ To start PG Programme in Chemistry ➤ To conduct seminars and workshops 		

Evaluative Report of Department: Department of Bio-chemistry

1. Name of the department: Biochemistry
2. Year of Establishment: 1997
3. Names of Programmes/Courses offered (UG, PG, M.Phil, Ph.D., Integrated Masters; Integrated Ph.D., etc): UG –B.Sc Biochemistry

4. Names of interdisciplinary courses and the departments/units involved:
One; B.Sc Biotechnology
5. Annual/semester/choice based credit system (programme wise): CBCS-BSc Biochemistry
6. Participation of the department in the courses offered by other departments:
7. Courses in collaboration with other universities, Industries, foreign institutions, etc: Nil
8. Details of courses/programmes discontinued (if any) with reasons: M.Sc Biochemistry discontinued since the course was self financial for students and partly assisted by PTA
9. Number of Teaching posts

	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors	Nil	Nil
Asst. Professors	4	4

10. Faculty profile with name, qualification, designation, specialization, (D.Sc/D.Litt./Ph.D/M.Phil etc)

Name	Qualification	Designation	Specialization	No. of years of experience	No. of Ph.D students guided for the last 4 years
Dr. Sini H.	MSc, ICAR-NET, MPhil, CSIR-UGC JRF-NET, Ph.D	Assistant Professor, HOD-in-charge	Phychemicals and Cancer	8 yrs	Nil
Dr. Boban P.T.	MSc, MPhil, CSIR-UGC, JRF-NET, Ph.D	Assistant Professor	Biochemistry cardiovascular biology	7 yrs	Nil
Mrs. Dhanya C.R.	MSc, MPhil, CSIR-UGC, JRF-NET	Assistant Professor	Nanobiotechnology & Cancer	6 yrs (Aided college service) + 3 yrs Govt. service	Nil
Mrs. Anupama S.S.	MSc, NET	Assistant Professor		Joined on 19-12-2014	

11. List of senior visiting faculty: Nil
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: Nil
13. Student-Teacher Ratio (programme wise): 18:1
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: One post – Laboratory Assistant
15. Qualifications of teaching faculty with DSc/D.Litt/Ph.D/MPhil/PG.:

Name	Qualification
Dr. Sini H.	MSc, ICAR-NET, MPhil, CSIR-UGC, JRF-NET, Ph.D
Dr. Boban P.T.	M.Sc, MPhil, CSIR-UGC, JRF-NET, Ph.D
Mrs. Dhanya C.R.	MSc, MPhil, CSIR-UGC, JRF-NET
Mrs.Anupama S.S.	MSc, NET

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: Nil
17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: Nil
18. Research Centre/Facility recognized by the University: Nil
19. Publications: Given in faculty profile
 - Publication per faculty
 - Number of papers published in peer reviewed journals (national/international) by faculty and students
 - Number of publications listed in International Database (for Eg; Web of Science, Scopus, Humanities International Complete, Dare Database – International Social Sciences Directory, EBSCO host, etc.)
 - Monographs

- Chapter in Books
Dhanya Chandrasekharan Rajalekshmi, Aghilarani Koipallil Gopalakrishnan and Chandrasekharan Cheranalore Kartha, VEGF signaling: A therapeutic Target for Cardiovascular Disease, 2008, Advances in Biochemistry in Health and Disease, Signal Transduction in the Cardiovascular System in Health and Disease, Springer Publication, Vol 3 (III), 301-326.
 - Books edited
 - Books with ISBN/ISSN numbers with details of publishers
 - Citation index
 - SNIP
 - SJR
 - Impact factor
 - H-index
20. Areas of consultancy and income generated: Nil
 21. Faculty as members in a) National committees b) International committees
c) Editorial Boards.....: Given in faculty profile
 22. Student projects: Done in our department laboratory
 - a) Percentage of students who have done in-house projects including inter departmental/programme: 100% in every year
 - b) Percentage of students placed for projects in organizations outside the institution ie., in Research laboratories/industry/other agencies: Nil
 23. Awards/Recognitions received by faculty and students:
 7. Best poster award for presenting a paper entitled, “Toxicity evaluation of LbL assembled polymer encapsulated lanthanide doped particles in L929 mouse fibroblast cell line” in the National Seminar on Recent trends in Biochemical Research organized by the Department of Biochemistry, University of Kerala, Trivandrum, Oct 2014.
 24. List of eminent academicians and scientists/visitors to the department : Nil
 25. Seminars/Conferences/Workshops organized & the source of funding

- a) National: National Seminar on Advances in Biochemistry in Health and Disease, organized by the Department of Biochemistry, Government College, Kariavattom from 24th and 25th February 2010. Funded by Directorate of Collegiate Education under Plan Fund Expenditure.
- b) International: Nil

26. Student profile programme/course wise:

Name of the course/programme (refer question no.4)	Applications received	Selected	Enrolled		Pass Percentage
			*M	*F	
2014	1500	32	7	23	100%
2013	1500	32	12	20	94%
2012	1500	32	4	28	88%
2011	1500	32	9	22	100%
2010	1500	32	9	23	96%

*M = Male *F = Female

27. Diversity of Students

Name of the course	% of students from the same state	% of students from other states	% of students from abroad
BSc Biochemistry	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil Services, Defense Services etc.?

35

29. Student progression

Student progression	Against % enrolled
UG to PG	40%
PG to M.Phil	2%
PG to Ph.D.	2%
Ph.D. to Post-Doctoral	1%

Employed	
<ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	Nil
Campus selection	
* Other than campus recruitment	
Entrepreneurship /Self employment	

30. University Ranks secured by students: 2nd and 3rd University highest grade points in 2014
2nd and 3rd University highest grade points in 2013
31. Details of infrastructural facilities
- a) Library:Nil
 - b) Internet facilities for Staff & Students:Available
 - c) Classrooms with ICT facility:Nil
 - d) Laboratories: Well equipped laboratory
32. Number of students receiving financial assistance from college, university, government or other agencies:26
33. Details on student enrichment programmes (special lectures/workshops/seminar) with external experts:Nil
34. Teaching methods adopted to improve student learning:Interactive learning utilizing power point presentation.
35. Participation in Institutional Social Responsibility (ISR) and Extension activities: Conducts a 6 month course titled Advanced Diploma in Medical Biochemistry under the Continuing Education Cell (CEC) for graduate students.
36. SWOC analysis of the department and Future plans:
Planning to start M.Sc Biochemistry and Research Centre. To make well-equipped library in the department.

UNDERTAKING

This is to certify that **Government College Kariavattom** fulfills all norms

1. Stipulated by the affiliating university and/or
2. Regulatory Council/Body (such as NCTE, AICTE, MCI, DCi, BCI etc) and
3. The affiliation and recognition is valid as on date 10/09/2014.

In case the affiliation /recognition is conditional then a detailed enclosure with regard to compliance of conditions by the institution will be sent .

It is noted that NAAC accreditation if granted, shall stand cancelled automatically once the institution loses its University affiliation or Recognition by the Regulatory Council as the case may be.

In case the undertaking submitted by our institution found to be false then the accreditation given by NAAC is liable to be withdrawn.

The undertaking given to NAAC is also displayed on our institutional website.

Principal

Prof. Sreekala Rani

(Office seal)

Kariavattom
10/03/2015

23236351, 23232701, 23237721, 23234116
23237233, 23232317, 23236735, 23239437

www.ugc.ac.in

F.8-128/2005 (CPP-1)

174
6/3/07



A2

UNIVERSITY GRANTS COMMISSION
BAHADURSHAH ZAFAR MARG
NEW DELHI 110 002

February 2007

24 FEB 2007

The Registrar,
University of Kerala,
Thiruvananthapuram-695 034 (Kerala).

Sub: List of Colleges prepared under Section 2 (f) of the UGC Act, 1956. Inclusion of New Colleges.

Handwritten initials and signature.

Sir,
I am directed to refer to the letter No. A.2/745/02-03/CCK dated 18.11.2006 received from the College on the subject cited above and to say that the name of the following College has been included in the list of Colleges prepared under Section 2 (f) of the UGC Act, 1956 under the head Government Colleges teaching upto Bachelor's Degree:-

Name of the College	Year of Establishment	Remarks
Government College, Kariavattom, Thiruvananthapuram-695 581 (Kerala). (On temporary affiliation)	1993	The College is not eligible to receive Central assistance in terms of the Rules framed under Section 12 B of the UGC Act, 1956.

The documents submitted in respect of the above College have been accepted by the Commission.

Yours faithfully,

(Mrs. Umil Gupta)
Under Secretary

Copy forwarded to:-

1. The Principal, Government College, Kariavattom, Thiruvananthapuram-695 581 (Kerala).
2. The Secretary, Government of India, Ministry of Human Resource Development, Department of Secondary Education & Higher Education, Shastri Bhawan, New Delhi-110 001.
3. The Secretary to the Government of Kerala, Department of Higher Education, Thiruvanthapuram (Kerala).
4. The Deputy Secretary, UGC, South-Western Regional Office, Prasanna Kumar Block, Palace Road, Bangalore-560 009.
5. Publication Officer, UGC-Website, New Delhi.
6. Section Officer (F.D.-III Section) U.G.C., New Delhi.
7. All Sections, U.G.C.
8. Guard file.




Handwritten signature and name: (Mr. Prakash) Section Officer

ANNEXURE - 2

विश्वविद्यालय अनुदान आयोग
बहादुरशाह जफर मार्ग
नई दिल्ली-110 002
UNIVERSITY GRANTS COMMISSION
BAHADURSHAH ZAFAR MARG
NEW DELHI-110 002

236351, 23232701, 23237721
34116, 23235733, 23232317
3735, 23239437, 23239627

Order No. 413 (CPP-I Colleges)
Website: www.ugc.ac.in


SPEED POST

October, 2009

F. No. 8-128/2005 (CPP-I)

The Registrar,
University of Kerala,
Thiruvananthapuram – 695 034,
Kerala.

Sub: Declaring a College fit to receive Central Assistance under Section 12 (B) of the UGC Act, 1956 **Govt. College, Kariavattom, Thiruvananthapuram – 695 581, Kerala.**

Sir,

I am directed to refer to letter dated 13-08-2009 on the above subject and to say that on the basis of information/ documents now received from the Institution "**Govt. College, Kariavattom, Thiruvananthapuram – 695 581, Kerala**" already included under Section 2 (f) of the UGC Act, 1956 under the head Non Government College teaching upto Bachelor's Degree is fit to receive Central/UGC assistance in terms of Rules framed under Section 12 (B) of the UGC Act, 1956.

Yours faithfully,

(S.C. Chadha)
Deputy Secretary

Copy forwarded to:-

1. ✓ The Principal, Govt. College, Kariavattom, Thiruvananthapuram – 695 581, Kerala.
2. The Secretary, Government of India, Ministry of Human Resource Development, Department of Secondary Education & Higher Education, Shastri Bhawan, New Delhi-110 001.
3. The Secretary to the Government of Kerala, Department of Higher Education, Thiruvananthapuram, Kerala.
4. The Deputy Secretary, UGC, South-Western Regional Office, Prasana Kumar Block, Palace Road, Bangalore-560 009.
5. Publication Officer (Website-UGC), New Delhi.
6. Section Officer (F.D.-III Section) U.G.C., New Delhi.
7. All Sections, U.G.C, New Delhi.
8. Guard file.

(Sunita Gulati)
Section Officer





Phone: 0471-2305631
 Fax: +91-471-2307158
 Email: regrku@gmail.com

UNIVERSITY OF KERALA

Thiruvananthapuram, Kerala, India - 695034

(Established as University of Travancore by the Travancore University Act in 1937 and reconstituted as University of Kerala by the Kerala University Act of 1957 and presently governed by the Kerala University Act of 1974 passed by the Kerala State Legislative Assembly)

No.Ac.B/41042/2014

Dated: 10.09.2014

CERTIFICATE

This is to certify that the **Government College, Kariavattom, Thiruvananthapuram** has been affiliated to the University of Kerala since the year 1997, offering the following courses.

Sl.No		Courses	Seats
1	B.Sc	Computer Science	24
2		Biotechnology	24
3		Biochemistry	32
4		Statistics	32
5		Geography	24
6		Physics & Computer Applications	24
7		Chemistry and Industrial Chemistry	24
8	M.Sc	Physics	8

This certificate is issued to the Principal, Government College, Kariavattom to produce before the National Assessment and Accreditation Council (NAAC).

B




 REGISTRAR

