Yearly Status Report - 2019-2020

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

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Dr.Jyothi S Nair**
Phone no/Alternate Phone no.	**04712384707**
Mobile no.	**9846564246**
Registered Email	**jyothinair05@gmail.com**
Alternate Email	**jyothinairs@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	**https://www.knmgovtcollege.ac.in/index.php/naac-ssr-2016**

4. Whether Academic Calendar prepared during the year	**No**

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**2.43**	**2008**	**16-Sep-2008**	**15-Sep-2013**
2	**B++**	**2.78**	**2017**	**02-May-2017**	**01-May-2022**

6. Date of Establishment of IQAC	**03-Oct-2008**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Placement application of faculty of English, Malayalam, Hindi, Sociology, History,	**03-Feb-2020** **90**	**14**

Political Science, Commerce, Mathematics, Physics and Physical Education were processed and verified by the IQAC of the college. The Screen Cum Evaluation Committee mi	

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
College	State Plan Fund	Government of Kerala	2019 120	1828689
College	Non Plan Fund	Government of Kerala	2019 90	578944

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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	**2**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

12. Significant contributions made by IQAC during the current year(maximum five bullets)

Placement application of faculty of English, Malayalam, Hindi, Sociology, History, Political Science, Commerce, Mathematics, Physics and Physical Education were processed and verified by the IQAC of the college. The Screen Cum Evaluation Committee minutes and the Assessment Report were forwarded through proper channel to the Directorate of Collegiate Education. Subject to final approval by Director, Department of Collegiate Education 14 faculty got placement

The college has completed institutional registration under the YOUNG INNOVATORS PROGRAMME of KDISC, Govt of Kerala

List of Students and faculty membership has been updated in INFLIBNET and the college is successfully registered to access N-List

The services of Jeevani Counselor has been successfully utilized for improving counseling and mentoring facility in the college.

Faculty of the college has successfully placed online proposals under the ICSSR IMPRESS and UGC STRIDE scheme.

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
Forwarding of placement application of faculty after conducting Screening Cum Evaluation Committee meeting at college.	Placement application of faculty of English, Malayalam, Hindi, Sociology, History, Political Science, Commerce, Mathematics, Physics and Physical Education were processed and verified by the IQAC of the college. The Screen Cum Evaluation Committee minutes and the Assessment Report were forwarded through proper channel to the Directorate of Collegiate Education. Subject to final approval by Director, Department of Collegiate Education 14 faculty got placements
Institututional Registration under YIP programme	The college has completed institutional registration under the YOUNG INNOVATORS PROGRAMME of KDISC, Govt of Kerala
College registration with National Library and Information Services Infrastructure for Scholarly Content (N-LIST)	List of Students and faculty membership has been updated in INFLIBNET and the college is successfully registered to access N-List
Enhance student mentoring and counselling facility at college	The services of Jeevani Counselor has been successfully utilized for improving counseling and mentoring facility in the college.
Catalytic for organizing research projects at college	Faculty of the college has successfully placed online proposals under the ICSSR IMPRESS and UGC STRIDE scheme.
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14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
College Council	16-Dec-2021

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	No
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	Digital Document Filing System(DDFS) has ensured transparency and efficiency of the college office through paperless digital filing. SPARK Service and Payroll Administrative Repository for Kerala has been developed by National Informatics Centre (NIC) based on state government decision to implement an integrated personnel and payroll management system covering all government departments in the state. Salary processing and disbursal has been made online through this system .. All financial transactions are managed through Bill Information and Management System (BiMS). This has made all financial accounting hasslefree and facilitates the faster implementation of projects and prompt purchases. . GeM Portal emarket place is used for the purchase of the electronic equipments. The college is registered with the PFMS portal for digital money transfer. The college is thus using MIS in different platforms for the smooth conduct of the academic and administrative functions with much glitches

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The UG and PG programmes offered at the college were updated after syllabus revisions undertaken at University of Kerala, to which our college is affiliated. Department Level Monitoring Committee regularly conducts Academic Audits and remedial measures are also taken up to correct possible shortcomings in the curricular transactions. College Level Monitoring Committee effectively streamlines the continuous internal evaluation by organising internal examinations in a phased manner, due care is also taken to ensure that enough time is provided for getting feedback from the students and to address to the grievances in relation to the Continuous Internal Evaluation. The co-curricular activities are also conducted on the basis of the guideline and instructions

from UGC, Higher Education Council, Ministry of Sports Affairs and Sports, Ministry of Women and Child Development programmes, Department of Environment and Climatic change, to supplement the curriculum are organized in the college. Such programmes are intended to make the students aware of concepts like gender equality, constitutional values, environmental issues etc. College organises General Induction Programme for all the first year UG and PG students to familiarize them with the objectives, vision and mission of the college and the programmes undertaken here. The college encourages the faculty members to organise and conduct seminars, workshops and symposiums to discuss and deliberate on various teaching methods which are innovative to student community. Target based Special programs like Scholar Support Programme, WWS and ASAP are organised in the college with the active support of the faculty and non-teaching staff. Extracurricular activities are streamlined by National Students Scheme, Women Cell, Environment Club, Human Rights Club, Science Cub and many other Cells, Clubs and Committees .There has been an attempt on the part of the faculty to integrate the learning experience at college to the community at large. Extension and field based activities have become a major way of curricular engagements in the wake of the contingencies like Flood and ensuing threat of Covid Pandemic. Most of the curricular engagements were conducted through online mode after declaration of nationwide lockdown. Continuous Internal Evaluation was carried out efficiently making use of the internet and information based technologies. Seminars and workshops were organized to bring about academia industry interactions.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Certificate in Library and Information Science(CLISC)	Nil	20/07/2019	50	Employability	Library cataloguing
Certificate in Library and Information Science(CLISC)	Nil	08/02/2020	50	Employability	Library Cataloguing

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Economics	15/06/2010

BA	Sociology	15/06/2010
BA	Communicative English	15/06/2010
BSc	Mathematics	15/06/2010
BCom	Tax Procedure and practice	15/06/2010
MA	Sociology	20/08/2012

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

	Certificate	Diploma Course
Number of Students	71	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Walk with Scholar	09/10/2019	90
Student Support Programme	15/10/2019	150
ASAP	16/10/2019	27
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BCom	Industrial visit to KINFRA, Kazhakootam, Alfas Laminations Pvt Lts, Kanyakumari Exporters Pvt.Ltd on 19th November,2019	19
BCom	Personal entrepreneurial Competencies training at Kerala Institute for Entrepreneurship Developm ent,Kalamaserry,Ernakulam from 10th to 13th December,2019	8
BCom	Field and exposure visit to Industrial exhibition at Kanakakkunu,Trivandrum on 22nd,January,2020	26
BCom	'Meet the entrepreneur' ,Field visit at Pappancode Industrial Estate ,Thiruvanathapuram	26
MA	Internship at Totem India Foundation , National Level NGO for Tribal Development.3	4

	months	
MA	Survey on NRHM and Arogyakeralam Activities in Kanjiramkulam Panchayath. One month (10.1.2020 to 10.2.20)	6
MA	Survey on Participatory Development Model in Chengal Grama Panchayath, Adarsh Gram Program One month (10.1.2020 to 10.2.20)	5
MA	Survey on Pachathuruth Rural Development program (10.1.2020 to 10.2.20)	5
MA	Survey on MGNREGA in Kottukal Panchayath – implementation, empowerment and impact(10.1.2020 to 10.2.20)	5
MA	Exposure and field visit to Department of Sociology, Goa University	23
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained

The feedback on curriculum were collected from all the stakeholders and were analyzed presented before the college council for discussing about the further course of action. The feedback collected from the students on the curriculum was on a five point scale on which they were asked to assess how the courses were integrated to the programme,whether the course content have increased skills and capabilities, conduct of periodic assessment, evaluation and feedback collection, integration of ICT enabled teaching and learning methods, options available for opting courses across disciplines, opportunity to participate in co-curricular and extracurricular activities, assessment on online teaching and assessment during covid-19 pandemic ,exposure to the employment prospect,access to e-learning resources during covid-19 pandemic and whether the teaching and learning ecosystem has improved students' capacities and skills. The faculty were provided opportunity to assess the content of curriculum and its transactions. The feedback has focused both on the courses and the programme. Faculty were asked about the effectiveness in the integration of foundation, elective, complementary and elective courses into

the programme, increase in the knowledge and skillsets of the students, conduct of periodic assessment, evaluation and feedback, incorporation of ICT enabled teaching and learning methods, incorporating learner centered activities and evaluation techniques, effectiveness in the online teaching and assessment during covid-19 lockdown, integration of field based projects in improving learning, assessment and evaluation ,increasing employment prospects of students, familiarity of students with e-learning resources and adaptiveness of online and offline teaching and learning after covid-19.The feedback about the curriculum was collected from parents on the their opinion on whether their ward had access to both digital and physical at the college during Covid lock down, the quality of teaching leading to increase in employment prospects, encouragement available at college to participate in co-curricular and extra curricular activities, and the opinion of the parents on whether the curriculum related engagements have improved their ward's adaptability to fast changing world .The feedback from the alumni indicated that more provision has to be given to internships and on the job training. It was very difficult to get feedback from the employers as most of the students were not employed due to pandemic related lockdown.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Economics	62	Nill	62
BA	Sociology	62	Nill	62
BA	Communicative English	38	Nill	38
BCom	Commerce	39	Nill	39
BSc	Mathematics	30	Nill	30
MA	Sociology	26	Nill	26
MCom	Finance	22	Nill	22
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	621	120	Nill	Nill	35

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used

35	35	11	18	18	11

<center>View File of ICT Tools and resources</center>

<center>View File of E-resources and techniques used</center>

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

The student community of the college hail mostly from rural and remotest parts of Thiruvananthapuram district. The challenges before these students are many, the faculty always gives prime importance to the mentoring and counselling. As the five programmes offered at the college are at Under graduate level, the UG students constitute the lionshare of student community. The students who joins the college have to be given guidance about carrying out studies with the help of the library reference books, rather than depending on the textbooks alone. In order to prune the students to face the challenges of learning in higher education institutions, mentoring is essential. The students have a lot of apprehensions while they join the college from the dress code to the medium of instruction .The mentoring system in our college starts from the admission process itself. The tutors of the first year students are provided a Tutors diary into which all the personnel, academic and extra and co-curricular activities of the students are entered. The entering of the details of the students is done by the tutor through several sessions of close interactions with the students. The tutors dairy is passed on other tutors as the students progresses semester after semester. Tutors dairy serves as a reference for the students' performance in personnel, academic and co-curricular activities. During the PTA meeting the parents are provided to go through the details entered about their wards in the Tutors diary. The parents are also asked to verify the details and to sign the concerned pages to ensure their involvement in assessing the progress made by the students. The tutorship and mentoring system followed in the college ensures that most of the faculty of the college will become very familiar with the student, their academic performance and the social-economic background from which they come. The tutorial system has been successful in strengthening the student-teacher relation with in the college and has also been very instrumental in the formation of the alumni associations. Mentoring system is getting reinforced by the Tutors dairy which helps in documenting the trajectories of the students life of each of the student. Programmes for Curricular enrichment like field visits, study tours have also helped in solidifying the mentors-mentee relations .Conduct of the group projects and the dissertation works have been instrumental in improving the relationship between the faculty and the students. In addition the faculty and the students who were part of the Walk with Scholar programme were able to establish a special rapport with each other, the programme has been immensely helpful in the nurturing of the a lifetime bond between the faculty and the mentees. The time slot between 3.30 to 4.30 pm has been most effectively used for tutorial system. Jeevani is a project introduced by the Department of Collegiate Education, Government of Kerala, which focuses on the mental well-being of the students is being successfully implemented in the college during the academic year 2019-20 .The case analysis of the counselling sessions by students indicate that career related anxieties are increasing among the students. So steps has also been initiated for providing more career guidance programmes..

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
747	35	1:21

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
35	35	Nill	4	9

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2020	Dr.Chitra S Nair	Assistant Professor	Best Paper Award in the 4th Biennial International

				Conference on Aging Well organised by SCMS School of Business Management, Aluva, January 3-5 2020.

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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	150	VI	10/06/2020	27/08/2020
BA	156	VI	10/06/2020	27/08/2020
BA	133	VI	12/06/2020	26/08/2020
BCom	159	VI	12/06/2020	26/08/2020
BSc	220	VI	12/06/2020	27/08/2020
MA	560	IV	08/07/2020	06/01/2021
MCom	590	IV	08/07/2020	06/01/2021

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

Attendance, Assignments, Seminars and Internal examinations are the mandatory requirements for Continuous Internal Evaluation. With the support of the discipline committee of the college steps, and necessary guidelines were provided to ensure strict attendance in the department level. Home rule period was introduced and students arriving late to college were asked to give written explanation for the same. Due to strict adherence to discipline and punctuality, the attendance of the students and the general learning of the college has improved. Continuous Internal Evaluation marks awarded to each student in the concerned semester is entered into the tutor's dairy and same is shown to the parents during Semester PTA meetings. The question papers of the internal examination is prepared in the model of University examination, the evaluation and feedback on answer scripts have helped the students in improving their scores in University examination. Regarding the conduct of the assignments and seminars, the course co-ordinators have introduced reforms within the purview of the courses they offer. While handling Foundational Courses like Social Informatics, the students creativity and urge for innovation were channelized by involving them in forming virtual groups, creation of blogs, vlogs, website, youtube channel, e- market places etc. During the pandemic related lockdown period internal assessment tests were conducted using Google forms, seminars were conducted in online platforms like Gmeet and Zoom. In order to bridge the digital divide the students who were finding difficulty in undergoing online assessment were allowed to write examination at college strictly following Covid protocol. An open house was conducted to assist the students in collecting and preparing learning materials

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

The college follows academic calendar prepared forwarded to the affiliated

colleges. The academic calendar is circulated among the faculty in order to prepare and plan delivery of the courses. Internal examination as part of the continuous assessment is conducted adhering to the schedule of the University academic calendar. The conduct of the internal examination for all programmes at the college level is co-ordinated by College Level Monitoring Committee and Department Level Monitoring Committee. After enrolment candidate codes is made available in the Exams portal of the University. The faculty, students and the administration uses the exams portal for managing all examination related matters. Academic audits are conducted at department level to assess the progress of the courses and to prepare the schedule for internal examination and for providing study leave before University examination. All the co-curricular and extracurricular activities are allotted timeslots on the basis of the schedule prepared by the advisory committees. Attendance statement is prepared for each year published in the notice board in order to enable the students who have attendance shortage to rectify the same by applying for condonation. The differently abled students are provided facility to make use of scribes in the examination. In order to avoid glitches, they are informed in advance to apply for the same. The internal examinations are completed in time and the Continuous Assessment marks are published in the noticeboard for the students to verify the marks and to clear the doubts related to marks. During the pandemic related lockdown period internal assessment tests were conducted using Google forms, seminars were conducted in online platforms like Gmeet and Zoom. In order to bridge the digital divide the students who were finding difficulty in undergoing online assessment were allowed to write examination at college strictly following Covid protocol.

2.6 – Student Performance and Learning Outcomes

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

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

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
150	BA	Economics	52	34	65
156	BA	Sociology	50	26	52
133	BA	Communicative English	31	25	81
159	BCom	Commerce	38	32	84
220	BSc	Mathematics	30	23	76
560	MA	Sociology	25	23	93
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2.7 – Student Satisfaction Survey

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

https://www.knmgovtcollege.ac.in/images/Sarjin/2021/Student_Satisfaction_Survey_on_Institutional_Performance_2019-20.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
International Projects	365	University of Zurich and SWIPPA. Research on Primal World Beliefs	0	0
International Projects	365	International Research Network of Hope Barometer Survey 2020, University of St. Gallen, Switzerland	0	0
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Understanding Migration – Socio-Cultural Impacts, Challenges and Possibilities	Sociology	06/01/2020
National Seminar on SageMath	Mathematics	21/11/2019
International Seminar on Social Enterprises for Ecosystem management: Practices of Global South	Sociology	20/11/2019
National seminar onNew Trends in Hindi Poetry of 21st century	Hindi	13/11/2019
National workshop on mathslab	Mathematics	12/12/2019
Malayalam Nadakam: Charithram,Parinamam,Pravanathakal	Malayalam	16/01/2020

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement

Entrepreneurship Club	Glass painting	District Industries Department	Glass Designs	Glass painting	15/07/2019
Department of Sociology	Swap Shop	Crowd sourcing of used sarees	Swap shop	Recycling of old sarees into cloth bags	18/11/2019

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

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

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

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	English	1	Nill
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
English	3
Sociology	2
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local

Attended/Seminars/Workshops	4	18	6	4
Presented papers	12	4	Nill	Nill
Resource persons	1	4	3	3

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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Snehapoorvamannam (Collection and Distribution of provisions to needy among the local community)on 23rd March,2020	National Service Scheme(Units 24 A and B) in collaboration with Department of English	3	32
Foundation laying of house construction for the most deserving student in the campus on 27th Februrary,2020	National Service Scheme(Units 24 A and B)	2	65
Dental Examination Camp of NSS College Unit on Nov 22,2012	National Service Scheme(Units 24 A and B) in association with Govt Dental College,Trivandrum	2	64
Kurunnuvayanakkoru Kaithangu (A gentle support for promoting reading habits among Preschoolers) a programme for free distribution of 250 children's books(Phase VI and VII)	National Service Scheme(Units 24 A and B) in in collaboration with Govt. TTI Neyyattinkara MTHS Ooruttukala	2	105
Collection and Distribution of Flood Relied Materials worthRs.50,000	National Service Scheme(Units 24 A and B) in collaboration with PTA	3	124
Kurunnuvayanakkoru Kaithangu (A gentle support for	National Service Scheme(Units 24 A and B) in	2	85

promoting reading habits among Preschoolers) a programme for free distribution of 250 children's books (Phase V) on 28th August,2019	collaboration with Govt LPS Poocodu

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Swatch Bharath	Harithakerala Mission, GoK	EcoTalk, Campus waste management and Green Campus activities and submitted proposals	1	28
Womens day celebrations	Women's Study Unit	Poster Writing on Gender Issues on International Women's Day 2020	3	106
Swaram	Women's Study Unit in collaboration with Jeevani Centre for Well being	Counselling session for Swaram Members	2	29
Swaram	Women's Study Unit in collaboration with Physical education dept	Sessions for Swaram Members regarding Physical fitness and nutrition	2	8
Computer literacy Class for Swaram members (differently abled students	Women's Study Unit	Computer literacy Class for Swaram members	2	4

). Twice a week after class hours in the college				
Swaram – the sound of dreams" a collective for differently abled students in the college and their parents	Women's Study Unit	Swaram – the sound of dreams" a collective for differently abled students	4	29
Field Visit to Kerala heritage Museum and discussion with Additional Secretary to Cultural Affairs and Heritage, Government Secretariat, as part of WWS mentoring	Walk with scholar	Field visit	1	6
Public health issue	ARDSI Alzheimer's and Related disorders society of India	Awareness Class on Dementia and poster presentation	1	34
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
On the job training	30	District Industries Centre	24
No file uploaded.			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Mentoring ,On the job training,Hnad Holding	ED Club	District industrial centre Thiru vananthapura	03/06/2019	20/03/2020	30

	m			
	No file uploaded.			

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
UBA P	**Nill**	**ROGRAMME with panchayath**	**40**
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
18.28	**17.78**

4.1.2 – Details of augmentation in infrastructure facilities during the year

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

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
LIBSOFT	**Partially**	**4.1**	**2009**

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	**17748**	**1098434**	**951**	**200003**	**18699**	**1298437**
Others(specify)	**Nill**	**Nill**	**Nill**	**Nill**	**Nill**	**Nill**
No file uploaded.						

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	104	30	0	1	30	11	29	50	0
Added	0	0	0	0	0	0	0	0	0
Total	104	30	0	1	30	11	29	50	0

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

50 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
ORICE	Nill

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
16.24	16.2	Nill	Nill

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

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

amenitites and a Gymnasium and is being utilized by students and faculty, free of cost. Stock verification of library books, furniture , electrical and electronic equipment are conducted every year and the reports are subjected to department level audit.

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

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Nill	Nill	Nill
Financial Support from Other Sources			
a) National	Post Matric/CSS	39	430000
b)International	Nill	Nill	Nill
No file uploaded.			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Student Support Programme	30/10/2019	150	Directorate of Collegiate Education
Walk with Scholar	18/09/2019	90	Directorate of Collegiate Edcuation
ASAP	09/07/2019	27	Additional Skill Acquisition Programme
View File			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2019	UGC/ NET coaching	12	Nill	1	Nill
No file uploaded.					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
2	2	14

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
EurekaForbes	32	2	Nill	Nill	Nill
No file uploaded.					

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2020	1	MA	Sociology	Kerala University	PhD
2020	12	BA	Economics	VTM NSS college, Dhanuvachapuram, Govt.Arts college, Thycaud	MA Economics
2020	11	BA	Sociology	Department of Sociology, University of Kerala, Loyola College of Social Sciences,Tvpm,School of Distance Education,University of Kerala, Govt KNM Arts and Science College,Kanjiramkulam	MA Sociology,MSW
2020	12	BA	Communicative English	Central University of Karnataka, University of Hyderabad, University of Kerala,IGNOU,	MA English Literature, Master of Business Administration, MA Sociology ,LLB,MA Linguistics
2020	11	B.Sc	Mathematics	NSS College Cher	M.Sc Mathematics

| 2019 | 13 | B.Com | Commerce | Govt College for Women,Tvpm, University College, Palayam, ,MG College Tvpm,VTM NSS College, Dhanuvachapura, TKM College, Kollam,Rajagiri Business School | M.Com,CA,MBA |

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

Items	Number of students selected/ qualifying
NET	3

No file uploaded.

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

Activity	Level	Number of Participants
Annual Athletics Day	College	184
ArtZadi,2020 College Arts Fesitval	College	188

[View File](#)

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2020	Silver medal in Best	National	Nill	Nill	Nill	S.Mohammed Araf

	Physique team					

<div align="center">No file uploaded.</div>

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

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

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

<div align="center">320</div>

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

<div align="center">6000</div>

5.4.4 – Meetings/activities organized by Alumni Association :

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

of January.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

Administration and the governance of the college is efficiently undertaken under the guidance of the statutory committees constituted at the college level- College Council, Parents Teachers Association, Internal Quality Assurance Cell and College Development Committee. Principal, Vice Principal and Staff Council provides able governance and management of the college affairs. 1.Parents Teachers Association Parents Teachers Association of the college provides leadership for maintaining and fostering good relationship between faculty, parents, and students of the college The PTA Executive committee has been contributing to the effective administration of the college by assisting in the academic, extra-curricular and management related activities. Advances provided by the PTA have been used in the provision of the salary of the guest lecturers and towards meeting certain urgent establishment charges. 2.Planning Committee The Planning Committee of the college has been instrumental in designing and executing master plan of the college. RUSA and KIIFB funds has been augmented for the college with the active role of the planning committee.A fully equipped library and computer lab building was proposed on the basis of the several rounds of consultative meeting held under the guidance of planning committee of the college.

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	Admission of the students is through Centralised Admission Portal of the Kerala University. The details regarding admission is imparted through the College website and Notice board. Admission Committee and the PTA works hand in hand for making admission procedures smooth and easy for parents and newcomers. The students committees put up held desk for providing assistance to the parents.
Industry Interaction / Collaboration	Entrepreneurship Club of the College has collaboration with the Kerala State Industries department and the District Industries dept to provide grooming and hand holding support for the students startups. Christmas cap, glass painting, pencil pouches were some of the startups launched by the students.
Human Resource Management	Meticulously formed Committees, clubs and centres co-ordinates all human resources in the purview of the college. Academic calendar of the University and the guidelines of the

	Directorate of Collegiate Education. All the committees meet regularly to take decisions. The details of the meeting are well documents and circulated among all the stakeholders. Staff club provides a novel platform for bringing the teaching and non-teaching staff together. Staff club conducts sent off meeting and the seasons celebrations have been a venue for strengthening bonds
Library, ICT and Physical Infrastructure / Instrumentation	Regular audit of Library have made the working of the library efficient. Library membership is issued to all the freshers. Online Learning Centre facility is made available for providing practical classes of the course Informatics. OLC is also serving the purpose of reprographic needs of the final year students for the DTP works related to the research project. ORICE studio is used for imparting skill based learning by the students, by making it a venue for online learning of the programmes organised by DCE like "Easy English"
Research and Development	Efforts are taken up for encouraging research culture among the students. Interdisciplinary lectures were organised for encouraging the students to collaborate with other departments. The faculty have collaborated with the international research projects which run in a not for profit mode serving the cause of the knowledge building and sharing. Continuous assessment activities like seminars and assignments are based on field based research, providing students as orientation to research led teaching and learning
Examination and Evaluation	Towards the end of the academic year, due to corona virus outbreak related declaration of nationwide lockdown, examinations were conducted making the maximum use of the multimedia platforms. The faculty were able to introduce many innovations in carrying out internal examination. Oral examinations via Whatsapp calls, MCQ using Google forms, Google classroom based assignments were using for evaluating students learning outcomes. For making student evaluation in the online platform error free, faculty have devised rubrics based on the subject wise specificity.

Teaching and Learning	The college has been making use of the State Plan earmarked for Faculty Development is an efficient manner. The seminar/workshops organised by utilising the Plan fund has improved the teaching capacity of the faculty and has also helped in bringing about collaborative engagements. Online Resource Centre of the college has been used effectively for the updating the students with ICT oriented learning methods. Extension and field based activities have been integrated with learning process. NSS volunteers have been involved in the collection of children books for its donation to nearby primary schools
Curriculum Development	The curriculum of the college is based on the University norms the college has devised ways to bring in more innovative curriculum transaction methods. Field visits have been incorporated with the curriculum and all the departments which have field based activities and exposure visits organise it using financial assistance of the State plan funds. As a result curriculum transactions are made more interesting and participative. Co-curricular activities organised by the NSS, Women's Cell, Entrepreneurship Development Club have been successful enriching the curriculum

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

E-governace area	Details
Student Admission and Support	Admission to various programmes offered by college is conducted solely through Online Admission portal facilitated by University of Kerala. Submission of application by students, allotment of admission, admission process etc. is done through various user interfaces of the portal. Students have the options to remit the fee online for any academic related purposes. Application to various student scholarships also can be submitted online through National Scholarship portal and through the scholarship portal maintained by the Dept. of Collegiate education, Kerala. The scholarship is transferred to the student through the Direct Benefit Transfer (DBT).
Examination	Making use of the Kerala University

	Exams Portal of Students can directly register for examinations and can remit fees online. Exam notifications and results also are made available through the portal. Uploading of continuous evaluation marks are done online through Tutor-HOD- Principal levels at the college interface of the portal. Mark lists of each semester can be downloaded from the examination site. Application for revaluation and improvement examination also is made online. Question papers, syllabus for all PG exams are made available only by online.
Planning and Development	The planning committee/Planning Board headed by the Principal and constituted by the senior faculty members and office superintendent prepares short term and long term plans for the college .All development proposals and purchase intents are submitted and processed online thorough the e-governance portal of Directorate of Collegiate Education, Government of Kerala, where all proposals and supporting documents are uploaded and validations and sanctioning are done online. This ensures hassle-free processing of accounts and timely completion of developmental works and purchases. All financial transactions are managed through Bill Information and Management System BiMS, which is an electronic-Bill portal for claim settlements by Drawing and Disbursing Officers
Administration	? Administration of the college is done suing the web based file tracking management system (Digital Document File System – DDFS), introduced by Department of IT, Government of Kerala. DDFS covers the whole details of a file, beginning with the creation of a tapal and ending with the closure of the file. Fast and user friendly interface enables the officers to work effortlessly with their files. The system is highly secure and the easy access to the DDFS has eased the workload of the office staff and has ensured efficiency in the file management
Finance and Accounts	Financial accounting processes have been shifted to online platforms like SPARK and BiMS . SPARK Service and Payroll Administrative Repository for

	Kerala has been developed by National Informatics Centre (NIC) based on state government decision to implement an integrated personnel and payroll management system covering all government departments in the state. Salary processing and disbursal has been made online through this system for last several years. All financial transactions are managed through Bill Information and Management System (BiMS). This has made all financial accounting hassle-free and facilitates the faster implementation of projects and prompt purchases. . GeM Portal e-market place is used for the purchase of the electronic equipments. The college is registered with the PFMS portal for digital money transfer

6.3 – Faculty Empowerment Strategies

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

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

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	International Seminar on Social Enterprises for Ecosystem management : Practices of Global South	Nill	20/11/2019	22/11/2019	66	Nill
2019	National Seminar on New Trends in Hindi Poetry of	Nill	13/11/2019	15/11/2019	74	Nill

2020	National Seminar on Malayalam Nadakam: C harithram, Parinamam, Pravanatha kal	Nill	16/01/2020	18/01/2020		82	Nill
2019	National workshop on mathslab	Nill	11/12/2019	13/12/2019		65	Nill

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
One week direct trainer skills at IMG,Kerala	1	04/11/2019	08/11/2019	5
Orientation programme at UGC HRDC UoK	1	13/06/2019	03/07/2019	22
Refresher Course inUGC HRDC,UoK	1	18/10/2019	31/10/2019	14
National Training Programme on Qualitative Research, Centre,UoK	1	27/02/2020	29/02/2020	3

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
34	34	20	20

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
General Provident Fund, State Life Insurance, Group Personnel Accident Insurance Scheme, Medical reimbursement	General Provident Fund, State Life Insurance, Group Personnel Accident Insurance Scheme, Medical reimbursement	Students are provided access to the different welfare schemes of various Govt departments,Welfare Boards and Trusts. All

	facilities are provided to the students to avail concession related to travel expenses. Course certificate is provided to students for applying for hostel accommodation at concessional rates

6.4 – Financial Management and Resource Mobilization

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

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

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

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

6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

6.5 – Internal Quality Assurance System

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

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

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

Parents Teachers Association of the college provides leadership for maintaining and fostering good relationship between faculty, parents, and students of the college The PTA Executive committee has been contributing to the effective

administration of the college by assisting in the academic, extra-curricular and management related activities. The three main activities which was done during the present academic year were appointment of a security staff, meeting advance towards contingency expenses and initiating steps for following covid protocol in the campus.

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

Staff club of the college conducts programme for facilitating the support staff for their distinctive achievements. Pooling of resources and crowd sourcing is conducted to assist the supporting staff in case of any distress. Staff club of the college conducts programme for facilitating the support staff for their distinctive achievements. Pooling of resources and crowd sourcing is conducted to assist the supporting staff in case of any distress. Security staff was appointed in the day time with the assistance of the PTA to support the already present night watchman.

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

Rampant action has been taken up to procure 3 acres of land to meet the mandatory limits Proposals has been submitted to the Directorate for sanctioning of more programmes. Steps has been taken to incorporate more curriculum enrichment programmes in the courses like field visit, exposure visits etc. Research integrated and research led teaching and learning practices are encouraged. Efforts are made to create more collaborations with the local bodies

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2020	Forwarding of placement application of faculty after condcuting Screening Cum Evaluation Committee meeting at college	03/06/2019	04/02/2019	20/06/2019	14
2019	Institutional Registration under YIP programme	17/09/2019	26/09/2019	Nill	Nill
2019	College registration with	17/09/2019	Nill	Nill	Nill

	National Library and Information Services Inf rastructure for Scholarly Content (N-LIST)				
2019	Enhance student mentoring and counselling facility	17/09/2019	13/08/2019	Nill	Nill
2019	Catalystic for organising research projects at college	17/09/2019	30/09/2019	Nill	Nill
No file uploaded.					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Half day Seminar on depiction of women in Malayalam Literary Works – analysis of women in 'Indulekha' and 'Chinthavistaya ya Seetha'.	06/03/2020	06/03/2020	32	5
Banner Writing programme - Women in my world - perceptions and aspirations	06/03/2020	06/03/2020	70	20

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

Percentage of power requirement of the University met by the renewable energy sources
Collection and Distribution of Flood Relied Materials worthRs.50,000 National Service Scheme(Units 24 A and B) in collaboration with PTA

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	38
Ramp/Rails	Yes	8
Braille Software/facilities	Yes	1
Any other similar facility	Yes	29
Special skill development for differently abled students	Yes	29

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	3	3	01/10/2019	1	WSU program ''Spare a Minute, Spread a Smile'	Elderly care and social support to the needy, visits to BUD School, Day Care centre for the aged	9
2019	3	3	23/03/2020	3	Know your neighbourhood Program	Social Auditing, development programs in grass root level, women empowerment, national and state level schemes for rural development	12
2019	3	3	05/06/2019	1	Green Amigos –	Environment	14

					the Pro-eco Volunteers	friendly activities, campaigns and awareness classes	
2019	1	1	27/02/2020	1	Helping hands to Tribals in Mankayam, Peringammala Gpt	Provision of needy materials to the tribal community in remotest part of Trivandrum	16
2019	1	1	28/08/2019	1	Kurunnu vayanakkoruKaithangu (A gentle support for promoting reading habits among Pre schoolers) a programme for free distribution of 250 children's books	A programme for free distribution of 250 children's books	85
2019	1	1	Nill	1	Flood Relief	Collection and Distribution of Flood Relied Materials worthRs.50,000	124
2020	1	1	Nill	1	Kurunnu vayanakkoruKaithangu (A gentle support for promoting reading	A programme for free distribution of 250 children's books	105

2020	1	1	23/03/2020	1	Snehapoorvamannam (Collection and Distribution of provisions to needy among the local community)	Provision of daily provisions to the impoverished households of local community	35

<div align="center">No file uploaded.</div>

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

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

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Celebration of Republic Day	26/01/2020	26/01/2020	36
Celebrations of Independence day	15/08/2019	15/08/2019	72
Celebration of Gandhi Jayanthi	02/10/2019	02/10/2019	68

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

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

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Swapna Bhavanam building abode for a fellow student is a project executed by the National Service Scheme. The NSS co-ordinators and volunteers could lead a campaign to amass fund for house construction and the handing over of the house was made in a time bound manner. In midst of the pandemic related social

restrictions, the successful completion of the shelter and its handing over has been a best practice our college could achieve. 'Swarm – the sound of dreams' a collective for differently abled students in the college and their parents is a programme launched by Women's Study Unit. Under the programme, Swaram members are provided computer literacy classes twice a week after class hours .Sessions on physical fitness and nutrition, counselling session were organized for enhancing their physical and mental wellbeing. Motivated for Participation of differently abled students in College level Youth Festival and College day program

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

https://www.knmgovtcollege.ac.in/index.php/nss/photo-gallery

7.3 – Institutional Distinctiveness

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

The vision of the college is to impart value based quality education that makes the students intellectually fit and socially committed in every realm of life. The students will be encouraged to identify their talents and also in developing their talents for the betterment of the self and the society at large. This vision of the college has been successfully integrated with all the academic, co-curricular and extra-curricular activities. The mission of the college is to bring up a centre of academic excellence imparting a new spirit of development oriented education suited to the social needs. Situated in a rural area with close proximity to coastal population, the college gives primacy to integrating the learning experiences at college with the community at large. Most of the curriculum enrichment programmes like field projects and extension activities are primarily aimed at making the students sensitive to social issues. Mentoring and tutorial system is documented properly to prevent dropout rate among students. Participative and decentralised management practices are adopted for the conduct of the administrative and academic activities of the college .Parents Teachers Association, College Development Council, College Council and Students Council ensures free and fair academic atmosphere in the college, so that every student admitted to the college inherits a right attitude to face the world with immense confidence. The career oriented courses offered in the college B.Com(Tax procedure and practice) and BA Communicative English has ensured more exposures to the students. Language lab and Entrepreneurship Club are the two main domains which will improve the career based proficiency among the students.

Provide the weblink of the institution

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

8.Future Plans of Actions for Next Academic Year

The college proposes to become a centre for inclusive learning, by providing assistance to gifted children. The college is sole resort for many students' who are first generation learners By incorporating state of the art teaching and learning methods the college can be transformed into a much sought after institution of higher education. Preparation of a detailed project report for acquiring more land for the college is the prime most necessity of the college. The present campus area has been fully utilised, the further developments can be planned only on the basis of the land acquisition. College hostel, playground and student amenity centre are the urgent Infrastructural facilities which has to be built to make the campus more student friendly. More Post Graduate programmes can be introduced as many of the Undergraduate programmes can act as feeders. Wi-fi facility has to be provided free of cost for all the students in order to

encourage more access to online resources and databases. Interdisciplinary engagements have to be encouraged in the college thus facilitating brainstorming of the faculty and students for instilling problem solving skills. Covid 19 pandemic and the related lockdown has exposed the teaching-learning environment of the college to many challenges as well has helped in understanding our strengths .The faculty were able to make use of all the digital and ICT enabled technology available for providing wholesome learning experience to the students. One of the prime goal of the college is to set up a state of art online teaching and self-learning facility in the college. The Ce,ntralised Computer Centre can function as Online Learning and Resource Centre if trained staff is available at our disposal. The video recording and the virtual video conference facility is available in the ORICE room. In future with certain adaptations it can function as a video production centre for preparing MOOC courses.