

**ANNUAL QUALITY ASSURANCE REPORT (AQAR) 2010-11**



**GOVERNMENT COLLEGE KOTTAYAM**

*Submitted to*

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**GOVERNMENT COLLEGE KOTTAYAM****ANNUAL QUALITY ASSURANCE REPORT OF THE IQAC 2010-11****PART A****1. Details of the Institution**

1.1 Name of the Institution

Government College Kottayam

1.2 Address Line 1

Nattakom P O

Address Line 2

Kottayam

City/Town

Kottayam

State

Kerala

Pin Code

686013

Institutional e-mail Address

gckottayam@gmail.com

Contact Numbers

0481 2363116

Name of the Head of the Institution

Prof. G. Srinivas

Tel. No. with STD Code

0481 2363116

Mobile Number

0481 2363116

Name of the IQAC Co-ordinator

Dr. B. Keralavarma

Mobile Number

9495064417

IQAC e-mail Address

iqacgck@gmail.com

1.3 NAAC Track ID

1.4 NAAC Executive Committee No. &amp; Date

EC/46/A&amp;A/108, 16/09/2008

1.5 Website Address

<http://gckottayam.in>

Web-link of the AQAR

<http://gckottayam.in/iqac/AQAR-2010-11.pdf>

1.6 Accreditation Details

<i>Sl. No.</i>	<i>Cycle</i>	<i>Grade</i>	<i>CGPA</i>	<i>Year of Accreditation</i>	<i>Validity Period</i>
1	1	B	2.19	2008	5 Years

1.7 Date of Establishment of IQAC

08-01-2009

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

<i>Year</i>	<i>Date of Submission</i>
2008-09	16-01-2015
2009-10	16-01-2015

1.9 Institutional Status

University:

State

Central

Deemed

Private

Affiliated College:

Yes

No

Constituent College:

Yes

No

Autonomous college of UGC: Yes  No

Regulatory Agency (AICTE, BCI, MCI, PCI, NCI etc.) Approved Institution:

Yes  No

Type of Institution:

Co-education  Men  Women

Urban  Rural  Tribal

Financial Status:

Grand-in-aid

UGC 2(f)  UGC 12 (B)

Grand-in-aid + Self-financing  Self-financing

1.10 Type of Faculty/Programme

Arts  Science  Commerce

Law  PEI  TEI

Engineering  Health Science  Management

Others (Specify)

1.11 Name of the Affiliating University

1.12 Special status conferred by Central/State Govt/UGC/CSIR/DST/DBT/ICMR etc.

Autonomy by State/Central Govt. / University

University with Potential for Excellence  UGC-CPE

DST Star Scheme  UGC-CE

UGC-Special Assistance Programme  DST

UGC-Innovative PG programmes  UGC-COP

Any Other (Specify)

## 2 IQAC Composition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management Representatives

2.5 No. of Alumni

2.6 No. of any other stakeholders and community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders

Faculty

Non-Teaching Staff

Alumni

Others

2.12 Has IQAC received any funding from UGC during the year?

Yes

No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total	-	International		National	-
State level				Institutional level	-
Themes					

#### 2.14 Significant Activities and contributions made by IQAC

- Internet connectivity was made available in all departments.
- Promoted preparation and publication of study notes.
- Encouraged faculty members to present their research findings in national and international conferences.
- Collected and analysed feedback from various stakeholders.

#### 2.15 Plan of Action by IQAC/Outcome

*The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year*

<i>Plan of Action</i>	<i>Achievements</i>
<ul style="list-style-type: none"> <li>• To improve the academic output of the college</li> <li>• To enhance the infrastructure facilities of the college</li> </ul>	<ul style="list-style-type: none"> <li>• Students of various departments secured university ranks</li> <li>• Equipment and furniture were procured using plan fund and UGC fund. New books were purchased to the library and journals were subscribed</li> </ul>
<ul style="list-style-type: none"> <li>• To conduct seminars and workshops</li> <li>• To enhance research output</li> </ul>	<ul style="list-style-type: none"> <li>• National/State level seminars were conducted</li> <li>• Faculty members were deputed for obtaining Ph D degree under FIP programme of UGC</li> </ul>
<ul style="list-style-type: none"> <li>• To publish books and research articles</li> </ul>	<ul style="list-style-type: none"> <li>• A book was published by the department of Politics. Faculty members authored books published by the university</li> </ul>
<ul style="list-style-type: none"> <li>• To enhance academic-industry interaction</li> </ul>	<ul style="list-style-type: none"> <li>• On job training programmes and industry visits were</li> </ul>

<ul style="list-style-type: none"> <li>To present research findings of faculty members in national and international conferences</li> </ul>	<p>conducted</p> <ul style="list-style-type: none"> <li>Faculty members presented papers in international as well as national conferences</li> </ul>
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2.16 Whether the AQAR was placed in statutory body

Yes

Management

Syndicate

Any other body

Provide the details of the action taken

The council reviewed quality improvement measures taken by the IQAC. The AQAR was approved by the college council.

## PART B

### Criterion I

#### 1. Curricular Aspects

##### 1.1 Details about Academic Programmes

<i>Level of the Programme</i>	<i>Number of existing Programmes</i>	<i>Number of programmes added during the year</i>	<i>Number of self-financing programmes</i>	<i>Number of value added / Career Oriented programmes</i>
PhD	1	-	-	-
PG	3	-	-	-
UG	9	-	-	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	2*	-	-	-
Others	-	-	-	-
Total	12#	-	-	-

*\*Conducted by Continuing Education Cell (Approved by the Government of Kerala)*

*# Regular UG and PG programmes*

Interdisciplinary	-
Innovative	-

##### 1.2 Flexibility of the Curriculum: CBCSS/Core/Elective option / Open options

- The College offers UG programmes under the Choice Based Credit and Semester System.



- UG Students can choose elective as well as open courses.
- PG Students can choose elective papers in the final year.

#### Pattern of Programmes

<i>Pattern</i>	<i>Number of programmes</i>
Semester	12
Trimester	-
Annual	-

#### 1.3 Feedback from stakeholders (On all aspects)

Alumni  Parents

Employers  Students

#### Mode of feedback

Online  Manual

Co-operative schools (for PEI)

#### 1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects

- The Curriculum and syllabi are regularly revised by the university.
- Faculty members of the college participated in curriculum and syllabi preparation and revision programme of the university.
- Faculty members of the college served as members of Board of Studies of the university for various subjects.

#### 1.5 Any new Department/Centre introduced during the year. If yes, give details.

Nil

## Criterion II

### 2. Teaching, Learning and Evaluation

#### 2.1 Total No. of permanent faculty

<i>Total</i>	<i>Asst. Professors</i>	<i>Associate Professors</i>	<i>Professors</i>	<i>Others</i>
60	34	26	-	-

#### 2.2 No. of permanent faculty with Ph.D.

17

#### 2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

<i>Asst. Professors</i>		<i>Associate Professors</i>		<i>Professors</i>		<i>Others</i>		<i>Total</i>	
<i>R</i>	<i>V</i>	<i>R</i>	<i>V</i>	<i>R</i>	<i>V</i>	<i>R</i>	<i>V</i>	<i>R</i>	<i>V</i>
*	-	-	-	-	-	3	-	-	-

*\*Assistant Professors are recruited through the Kerala Public Service Commission and posted at the college by the Department of Collegiate Education, Government of Kerala.*

#### 2.4 No. of Guest and Visiting faculty and Temporary faculty

2	-	1*
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*\*FIP Substitute Lecturer*

#### 2.5 Faculty participation in conferences and symposia:

<i>No. of Faculty</i>	<i>International level</i>	<i>National level</i>	<i>State level</i>
<i>Attended</i>	-	8	19
<i>Presented</i>	2	3	4
<i>Resource Persons</i>	-	-	4

## 2.6 Innovative processes adopted by the institution in Teaching and Learning:

- Course materials and study notes were made available online for students through the Scholar portal.
- Collaborative learning was encouraged by forming student groups monitored by a tutor.
- Discussions with students and the academic community were conducted on teaching and learning practices.
- A core group was formed for the development of teaching materials.

2.7 Total No. of actual teaching days during this academic year

171

## 2.8 Examination/ Evaluation Reforms initiated by the Institution

- Multiple choice tests were conducted for first year students.
- Programme-wise grade cards were prepared to track student progress.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

5

-

12

2.10 Average percentage of attendance of students

85

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I Class %	II Class %	III Class %	Pass %
M A Economics	15	-	-	26	13	39
M Sc Geology	9	22	78	-	-	100
M Sc Physics	13	17	70	-	-	87
B A Economics	52	-	8	31	21	60
B A Political Science	46	-	2	11	38	51

B Com	58	8	45	40	7	100
B Sc Botany	15	-	19	57	-	76
B Sc Chemistry	25	12	16	36	-	64
B Sc Geology	18	6	78	16	-	100
B Sc Mathematics	22	14	36	14	18	82
B Sc Physics	28	4	11	34	8	57
B Sc Zoology	21	24	48	5	-	78

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

- Encouraged faculty members to publish study notes online.
- Organised a workshop for faculty members on Continuous evaluation process.
- Monitored teaching and learning process through teachers' diary and class logs.
- Evaluated the teaching and learning process by collecting feedback from students and subjecting it to a detailed analysis.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	4
UGC – Faculty Improvement Programme	1
HRD programmes	-
Orientation programmes	1
Faculty exchange programme	-
Staff training conducted by the	-

university	
Staff training conducted by other institutions	1
Summer / Winter schools, Workshops, etc.	-
Others	3

#### 2.14 Details of Administrative and Technical staff

<i>Category</i>	<i>Number of Permanent Employees</i>	<i>Number of Vacant Positions</i>	<i>Number of permanent positions filled during the Year</i>	<i>Number of positions filled temporarily</i>
<i>Administrative Staff</i>	14	-	-	-
<i>Technical Staff</i>	6	-	-	-

### Criterion III

#### 3. Research, Consultancy and Extension

##### 3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

<p>IQAC supervised the research and extension activities of the college</p> <ul style="list-style-type: none"> <li>• Motivated faculty members to publish their research articles in peer reviewed journals.</li> <li>• Encouraged faculty members to present their research findings in international as well as national conferences.</li> <li>• Initiated the utilization of plan fund and UGC fund to purchase equipment and software for promoting research activities in various departments.</li> </ul>
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##### 3.2 Details regarding major projects

	<i>Completed</i>	<i>On-going</i>	<i>Sanctioned</i>	<i>Submitted</i>
<i>Number</i>	1	-	-	-
<i>Outlay in Rs. Lakhs</i>				

##### 3.3 Details regarding minor projects

	<i>Completed</i>	<i>On-going</i>	<i>Sanctioned</i>	<i>Submitted</i>
<i>Number</i>	1		-	
<i>Outlay in Rs. Lakhs</i>	0.4			

##### 3.4 Details on research publications

	<i>International</i>	<i>National</i>	<i>Others</i>
<i>Peer Review Journals</i>	7	10	-
<i>Non-Peer Review Journals</i>	-	-	-

<i>e-Journals</i>	-	-	-
<i>Conference proceedings</i>	-	-	-

## 3.5 Details on Impact factor of publications:

Impact factor range	0.6 – 1.1	Impact factor average	0.8
H Index	1-2	Numbers in Scopus	-

## 3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

<i>Nature of the Project</i>	<i>Duration Year</i>	<i>Name of the funding Agency</i>	<i>Total grant sanctioned</i>	<i>Received</i>
Major projects				
Minor Projects				
Interdisciplinary Projects	-			
Industry sponsored	-			
Projects sponsored by the University/ College	-			
Students research projects <i>(other than compulsory by the University)</i>	2010-12	Kerala State Science Council for Science, Technology and Environment		
Any other(Specify)	-			
Total	1			

## 3.7 No. of books published

With ISBN No.

2

Without ISBN No

1

Chapters in Edited Books

-

## 3.8 No. of University Departments receiving funds from

UGC SAP

CAS

DST FIST

DPE

DBT Scheme/funds

## 3.9 For colleges

Autonomy

CPE

DBT Star Scheme

INSPIRE

CE

Any Other (Specify)

## 3.10 Revenue generated through consultancy

Nil

## 3.11 No. of conferences organized by the Institution

<i>Level</i>	<i>International</i>	<i>National</i>	<i>State</i>	<i>University</i>	<i>College</i>
Number	-	2	4	-	2
Sponsoring agencies	Director of Collegiate Education, Govt. of Kerala				

## 3.12 No. of Faculty served as experts, chairpersons or resource persons

4

## 3.13 No. of collaborations

International

National

Other

## 3.14 No. of linkages created during this year

1

## 3.15 Total budget for research for current year in lakhs :

Form funding agency

From Management of University/College

Total



## 3.16 No. of patents received this year

<i>Type of Patent</i>		<i>Number</i>
National	Applied	-
	Granted	2
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-

## 3.17 No. of research awards/ recognitions received by faculty and research fellows of the institute in the year

Total	International	National	State	University	District	College
-	-	1	-	-	-	-

No. of faculty from the Institution who are Ph. D. Guides

Students registered under them

## 3.18 No. of Ph. D. awarded by faculty from the Institution

## 3.19 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF

SRF

Project fellows

Other

## 3.20 No. of students Participated in NSS events:

International level

National level

State Level

University Level

## 3.21 No of students Participated in NCC events:

International level	<input type="text"/>	National level	<input type="text" value="5"/>
State Level	<input type="text" value="4"/>	University Level	<input type="text"/>

## 3.22 No. of Awards won in NSS:

International level	<input type="text"/>	National level	<input type="text"/>
State Level	<input type="text"/>	University Level	<input type="text"/>

## 3.23 No. of Awards won in NCC:

International level	<input type="text"/>	National level	<input type="text"/>
State Level	<input type="text"/>	University Level	<input type="text"/>

## 3.24 No. of Extension activities organized

University Forum	<input type="text" value="-"/>	College Forum	<input type="text" value="3"/>
NCC	<input type="text" value="3"/>	NSS	<input type="text" value="4"/>
Other	<input type="text" value="5"/>		

## 3.25 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Organised signature camp for senior citizens
- Blood donation camp by NSS
- Poster presentation on World Aids day by NSS

**Criterion IV****4. Infrastructure and Learning Resources**

## 4.1 Details of increase in infrastructure facilities:

<i>Facilities</i>	<i>Existing</i>	<i>Newly created</i>	<i>Source of Fund</i>	<i>Total</i>
Campus area	15.27 Acres	-	-	15.27 Acres
Class rooms	40	-	-	40
Laboratories	8	-	-	8
Seminar Halls	1	-	-	1
No. of important equipment purchased ( $\geq$ 1-0 lakh) during the current year.	Nil	-	-	Nil
Value of the equipment purchased during the year (Rs. in Lakhs)		3.75	Govt. of Kerala and UGC	3.75
Others		-	-	
a. Auditorium	1			1
b. Aquarium	1			1
c. Geological Museum	1			1
d. Health Club	1			1
e. Botanical Garden	1			1
f. Edusat Virtual class room	1			1
g. Co-operative society	1			1
h. Canteen	1			1
i. Internet centre	1			1

## 4.2 Computerization of administration and library

- Office is computerised
- Library is computerised and OPAC is available

## 4.3 Library services:

	<i>Existing</i>		<i>Newly added</i>		<i>Total</i>	
	<i>No.</i>	<i>Value</i>	<i>No.</i>	<i>Value (Rs)</i>	<i>No.</i>	<i>Value</i>
<i>Books</i>	39544		863	286590	40407	
<i>e-Books</i>						
<i>Journals</i>	5		-		5	
<i>e-Journals</i>						
<i>Digital Database</i>						
<i>CD &amp; Video</i>						
<i>Others (specify)</i>						

## 4.4 Technology up-gradation (overall)

	<i>Total Computers</i>	<i>Computer Labs</i>	<i>Internet Connection</i>	<i>Browsing Centres</i>	<i>Computer Centres</i>	<i>Office</i>	<i>Departments</i>	<i>Others</i>
<i>Existing</i>	47	2 (20 Computers)	11	1 (3 Computers)	-	8 Computers	16 Computers	-
<i>Added</i>	5		10	5 computers			-	
<i>Total</i>	52	20	21	1	-	8	16	-

4.5 Computer, Internet access, training to teachers and students and any other programme for technology up-gradation (Networking, e-Governance etc.)

- All departments and office have computers with internet access.
- Students can access internet at the internet centre.
- Library is computerised.

4.6 Amount spent on maintenance in lakhs :\*

ICT	<input type="text"/>
Campus Infrastructure and facilities	<input type="text"/>
Equipment	<input type="text"/>
Others	<input type="text"/>
Total	<input type="text"/>

*\*Annual maintenance of the college building is done by the PWD, Govt. of Kerala*

### Criterion V

#### 5. Student Support and Progression

##### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Handbook containing details of all student support services was distributed.
- At the beginning of each semester, students were briefed about the activities of the college.
- Details about scholarships, student service activities etc. were displayed on notice boards.

##### 5.2 Efforts made by the institution for tracking the progression

- IQAC analysed the examination results of all programmes and suggestions were made for improvement.
- Class PTA meetings were conducted to discuss the progress of students.

##### 5.3 Total Number of students

<i>UG</i>	<i>PG</i>	<i>Ph. D.</i>	<i>Others</i>
775	67	15	

No. of students outside the state

-

No. of international students

-

<i>Men</i>		<i>Women</i>	
<i>Number</i>	<i>Percentage</i>	<i>Number</i>	<i>percentage</i>
395	46	462	54

<i>Last Year</i>						<i>This Year</i>					
General	SC	S T	OBC	Physic ally Challe nged	Tot al	General	SC	ST	OBC	Physi cally Chall enged	Total
483	98	13	265	3	862	471	92	11	278	5	857

Demand ratio

4.8

Dropout ratio

4.1 %

#### 5.4 Details of student support mechanism for coaching for competitive examinations (If any)

- Coaching for UPSC and GSI examinations
- Communicative English training programme

No. of students beneficiaries

40

#### 5.5 No. of students qualified in these examinations

NET

1

SET/SLET

GATE

CAT

IAS/IPS etc.

State PSC

5

UPSC

1

Other

6

#### 5.6 Details of student counselling and career guidance

- Career guidance cell conducted campus interview for final year students and students were selected by various firms.
- Career guidance cell conducted career orientation programme for final year students and guided them to participate in placement programmes held at nearby institutions.

No. of students benefitted

72

## 5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
1	20	2	6

## 5.8 Details of gender sensitization programmes

- Women's cell functions in the college.
- Seminars were conducted for women students.

## 5.9 Students Activities

## 5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level 

## No. of students participated in Cultural events

State/ University level National level International level 

## 5.9.2 No. of medals /awards won by students in Sports, Games and other events

*Sports:*State/ University level National level International level *Cultural:*State/ University level National level International level



## 5.10 Scholarships and Financial Support

	<i>Number of Students</i>	<i>Amount</i>
<i>Financial support from institution</i>		
<i>Financial support from government</i>	142	4.1 lakhs
<i>Financial support from other sources</i>		
<i>Number of students who received International/ National recognitions</i>		

## 5.11 Student organised initiatives

*Sports:* State/ University level   
National level  International level   
*Cultural:* State/ University level   
National level  International level

## 5.12 No. of social initiatives undertaken by the students

## 5.13 Major grievances of students (if any) redressed

- Water cooler was installed in the ground floor.

## Criterion VI

### 6. Governance, Leadership and Management

#### 6.1 State the Vision and Mission of the institution

##### **Our Vision**

***Light and Prosperity:*** The College aims at imparting education that would liberate man from the darkness of ignorance to the light of knowledge, leading to the well-being of all. It represents the desire to give light to those in poverty and illiteracy and inspiration to achieve the highest standards of intellectual and personal development.

##### **Our Mission**

***Academic Excellence and Social Commitment:*** Established in the public sector to fulfil the aspirations of common man, our mission is to provide affordable and excellent education to all, especially the socially and economically challenged groups, with the best available resources.

6.2 Does the Institution has a management Information System

No

6.3 Quality improvement strategies adopted by the institution for each of the following:

##### 6.3.1 Curriculum Development

- Faculty members participated in Board of Studies meetings of the university.
- Modifications were introduced in the practical courses of UG programmes under the CBCSS system.

##### 6.3.2 Teaching and Learning

- Course hand-outs were distributed to students.
- Course materials and study notes were made available online through the Scholar portal.
- Collaborative learning was encouraged by forming student groups monitored by a tutor.
- Discussions with students and the academic community were conducted on teaching and learning practices.

### 6.3.3 Examination and Evaluation

- Multiple choice tests were conducted for first year students.
- Programme wise grade cards were prepared to track student progress.

### 6.3.4 Research and Development

- Motivated faculty members to publish their research articles in peer reviewed journals.
- Encouraged faculty members to present their research findings in international as well as national conferences.
- Utilized plan fund and UGC fund to purchase equipment and software for promoting research activities in various departments.

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

- New equipment, furniture and books were purchased.
- Maintenance of auditorium was started.
- Public address system was installed in auditorium.

### 6.3.6 Human Resource Management

- Faculty members attended orientation and refresher programmes of UGC.
- Principal and administrative staff attended training programmes of the Govt. of Kerala.

### 6.3.7 Faculty and Staff recruitment

- Assistant Professors are recruited through the Kerala Public Service Commission and posted at the college by the Department of Collegiate Education, Government of Kerala.
- Guest and FIP substitute lecturers are selected based on merit.

## 6.3.8 Industry Interaction / Collaboration

- Experts from industry delivered lectures for students.
- Industrial visits and on-job trainings were conducted.

## 6.3.9 Admission of Students

- Admission to all programmes is based on the rank list prepared according to university rules.
- All reservation policies of the Government are strictly followed.

## 6.4 Welfare schemes for

<i>Teaching</i>	State life insurance, Group insurance scheme, Group personal accident insurance scheme etc.
<i>Non-teaching</i>	State life insurance, Group insurance scheme, Group personal accident insurance scheme etc.
<i>Students</i>	Financial support including scholarships, stipends, lump-sum grants etc.

## 6.5 Total corpus fund generated

9.5 lakhs

## 6.6 Whether annual financial audit has been done

Yes



No

## 6.7 Whether Academic and Administrative Audit (AAA) has been done?

<i>Audit Type</i>	<i>External</i>	<i>Internal</i>
	<i>Yes/No Agency</i>	<i>Yes/No Authority</i>
Academic	No	Yes, IQAC
Administrative	Yes, Audit cell of the Dept. of Collegiate Education, Govt. of Kerala and Accountant General, Kerala	No

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes      Yes          No   

For PG Programmes      Yes          No   

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

NA

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

NA

6.11 Activities and support from the Alumni Association

- College and departmental alumni meetings are held each year.
- College arranges meetings and discussions of alumni with teachers and students.

6.12 Activities and support from the Parent – Teacher Association

- College and class PTA meetings were held and progress reports were placed before the PTA.
- PTA takes up maintenance works of student amenities.

6.13 Development programmes for support staff

- Administrative and technical staff attended training programmes of the Govt. of Kerala.

6.14 Initiatives taken by the institution to make the campus eco-friendly

- NSS observed environmental day and organised campus cleaning programme.
- Separate waste bins were placed in the college campus for bio degradable and non-degradable waste.

## Criterion VII

### 7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- Course materials and study notes were made available online through the Scholar portal.
- Lectures of eminent scholars were made available to students through Edusat virtual class room.
- Various e-learning resources were familiarised to teachers and students.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

- Students of various departments secured university ranks.
- New Equipment and furniture were procured using plan fund and UGC fund.
- Internet connectivity was made available in all departments.
- New books were purchased to the library and journals were subscribed.
- Faculty members presented papers in international as well as national conferences.
- National/State level seminars were conducted.
- Construction of women's hostel neared completion.

7.3 Give two Best Practices of the institution (please see the format in the NAAC Self-study Manuals)

- Communicative English training programme
- Scholar portal – online study materials

7.4 Contribution to environmental awareness / protection

- NSS observed environmental day and organised campus cleaning programme.
- Separate waste bins were placed in the college campus for bio degradable and non-degradable waste.

7.5 Whether environmental audit was conducted?

Yes

No

7.6 Any other relevant information the institution wishes to add.

Government College Kottayam is the only arts and science college in Government sector in Kottayam district. The college offers three post graduate programmes and nine undergraduate programmes. The college has one approved research department. The college was accredited by the NAAC with B grade.

The College serves approximately 800 undergraduate students and more than 70 post-graduate students. Majority of the students of the college comes from socially and economically back word sector.

The college aims at imparting affordable and excellent education to all, especially socially and economically challenged groups, with the best available resources. The college is committed to provide a congenial atmosphere and supportive learning environment with opportunities for each student to generate the skills and knowledge to develop into a responsible and successful citizen with self-discipline, tolerance, creativity, responsibility and social commitment.

The college has maintained its academic reputation since its establishment. In order to cope-up with the internationally followed curricula and mode of evaluation, the undergraduate syllabi was reformulated by introducing choice based credit and semester (CBCSS) system as per the directions of the university. The college is strictly following compulsory and continuous performance evaluation of the students as per the CBCSS stream.

## 8. Plans of the Institution for Next Year

- Improve the academic output and achieve better results in university examinations
- Strengthen the research activities of faculty members
- Start new UG and PG programmes.
- Expansion and modernization of existing infrastructure.
- Inauguration of women's hostel
- Conduct campus recruitment drives by various firms and get students placed
- Conduct state/national level seminars and workshops
- Install water supply system and water coolers



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