



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

Part A	
<b>Data of the Institution</b>	
<b>1. Name of the Institution</b>	GOVERNMENT COLLEGE KOTTAYAM
Name of the head of the Institution	Dr. R. PRAGASH
Designation	Principal (in-charge)
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	04812363116
Mobile no.	9447456425
Registered Email	gckottayam@gmail.com
Alternate Email	iqacgck@gmail.com
Address	Government College Kottayam, Nattakom P.O., Kottayam, Kerala-686013
City/Town	Kottayam
State/UT	Kerala
Pincode	686013

2. Institutional Status					
Affiliated / Constituent		Affiliated			
Type of Institution		Co-education			
Location		Semi-urban			
Financial Status		state			
Name of the IQAC co-ordinator/Director		Dr. Seno Jose			
Phone no/Alternate Phone no.		04812363116			
Mobile no.		9447456425			
Registered Email		senojose@gmail.com			
Alternate Email		iqacgck@gmail.com			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		<a href="https://gckottayam.ac.in/sites/default/files/SSS%20Report%202018-19.pdf">https://gckottayam.ac.in/sites/default/files/SSS%20Report%202018-19.pdf</a>			
4. Whether Academic Calendar prepared during the year		Yes			
if yes,whether it is uploaded in the institutional website: Weblink :		<a href="https://gckottayam.ac.in/sites/default/files/pdffiles/Calendar%20and%20Handbook%202018-19%20(1).pdf">https://gckottayam.ac.in/sites/default/files/pdffiles/Calendar%20and%20Handbook%202018-19%20(1).pdf</a>			
5. Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
2	A	3.05	2016	16-Sep-2016	15-Sep-2021
6. Date of Establishment of IQAC			08-Jan-2009		
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		

GCK Seminar Series 2019	14-Oct-2019 22	550
Barrier-free Campus Programme	01-Jan-2020 1	21
Preparation of Handbook and Calendar 2019-20	01-Aug-2019 1	1120
Preparation and distribution of Teacher	28-Jun-2019 1	70
Student and Faculty Feedback	27-Mar-2020 1	1120
Student Satisfaction Survey	27-Mar-2020 1	1050
Verification of the applications for promotion under CAS teachers to the Directorate of Collegiate Education	20-May-2020 7	8
Seminars on revised NAAC reaccreditation frameworks	14-Oct-2019 4	70

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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
<b>No Data Entered/Not Applicable!!!</b>				
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**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View Link](#)

**10. Number of IQAC meetings held during the year :**

4

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 Uploaded File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
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**12. Significant contributions made by IQAC during the current year(maximum five bullets)**

1. Barrier Free Campus Programme 2. Preparation and submission of DPR for Ladies' Hostel 3. Preparation and Submission of Plan Fund Proposals 4. GCK Seminars 2019 5. IQAC seminars for teachers, Teacher's Diary, Academic Calendar, Student feedback, Faculty feedback and Student Satisfaction Survey

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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
Preparation and publish of Academic calendar	Academic calendar was distributed among teachers and students, and published in the college website
Conduct Seminars regarding the revised framework of NAAC accreditation	All teachers in the college participated in the seminars.
Conduct workshop on the online learning management systems (LMS)	Workshop on Moodle-based LMS for teachers was conducted
Prepare, print and distribute teacher's diary	Teacher's diary was distributed
Take initiative for the barrier free campus scheme for students and teacher with disabilities	Proposal was submitted for financial support. Received support from the Plan Fund.
Prepare and Submit proposals for Ladies Hostel.	Financial Assistance was received for the construction of Ladies Hostel under Plan Fund
Conduct Seminar Series	Played leading role in organizing 11 Seminars including one international seminars
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14. Whether AQAR was placed before statutory body ?	Yes
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Name of Statutory Body	Meeting Date
The College Council	05-Jan-2023

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
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16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	09-Mar-2020
17. Does the Institution have Management Information System ?	No

## 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 College Council: The college council with Principal as the ex-officio president, the vice Principal, heads of all departments, coordinator of IQAC, two persons elected from teaching staff, Librarian, and the office superintendent as members, conducts meeting in the beginning of the academic year to discuss the academic and administrative matters to be implemented during the current academic year. The Council considers the important aspects including the feedback reports of the previous year. The Council discusses the preparation and implementation of academic calendar, in accordance with the University Calendar and approves the Master time table. It also selects the coordinators and office bearers of various clubs and committees from among staff, through the IQAC, and takes strategic plans for the systematic execution of the curriculum, structured by Mahatma Gandhi University. Subsequently, the Principal conducts a Staff meeting and announces the important decisions of the Council. The minutes of the meeting of the College Council will be made available to each department with immediate effect. Internal Quality Assurance Cell (IQAC): The first meeting of the IQAC discusses the Plan of Action for the current academic year. The IQAC submits its Plan of Action to the College Council for its approval. The IQAC also prepares the Academic Calendar for the current year and distributes the Teacher's diary to all faculty members. Furthermore, the IQAC prepares the detailed project report (DPR) for the important projects to be implemented in that academic year, and submits to the Government of Kerala for the financial support. The Department Council: The department council with the Head of the department in the chair discusses the all the academic matters in connection with the department including the Council minutes, the IQAC action plan and the time table. The meeting also discusses the allotment of classes and syllabus distribution among the teachers. Based on the teaching assignments allotted in the syllabus distribution, teachers prepare their "teaching plans" according to the number of lectures allotted in the university syllabus for each topic. Academic calendar: The IQAC prepares and publishes an academic calendar in the beginning of each academic year, in accordance with the University calendar. The academic calendar is made available to every student, via college website. Orientation Programme: The IQAC of the college organizes an orientation programme for newly admitted students, specially designed to bridge the gap between the school and college atmospheres. The list of various clubs and committees including NSS, NCC, and new initiatives like SSP, WWS and ASAP will be introduced to the newly admitted students during the orientation programme. The coordinators of important clubs and committees interact with students during the programme.

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
Introduction to Arc GIS software	Nil	05/07/2019	90	GIS application based opportunities	GIS analytical skills
Hands-on training on Technical paper writing using LATEX	Nil	12/07/2019	90	DTP work	Software skills
Basics of plant tissue culture Technics	Nil	16/10/2019	90	Tissue culture farms	Tissue culture
Media Writing	Nil	16/10/2019	90	Content writers and editors in print media and web media	Creating thinking, synthesis of information, writing for the web
Technical Analysis in Portfolio Management	Nil	07/10/2019	90	Investment advisor, stock market analyst.	Interpretation skills on stock market time series data.
Fundamentals of Lab analytical Techniques	Nil	07/10/2019	90	Lab Analyst	Basic Laboratory skills
Chemical Analysis of soil and water	Nil	02/12/2019	90	Quality analyst	Water and soil analytical techniques
Nanosynthesis and Characterization	Nil	19/09/2019	90	Nanoscience Scientific Laboratories, Higher educational Institutions	Preparation of nanomaterials and use of various sophisticated instruments for their characterization
Virtual Lab Training for PG students	Nil	01/01/2019	90	1. Public and private sector scientific Laboratories,	Virtual lab - usage and development, e content

				Educational Institutions , Online educational startups 2. Self employment in online education field	development
Political Sociology	Nil	15/07/2019	90	Teaching and research / opportunities in think tanks/ research NGOs/ Policy studies	Inculcate research aptitude in social science
Politics of Social Justice	Nil	15/07/2019	90	Teaching and research / opportunities in think tanks/ research NGOs/ Policy studies	Inculcate research aptitude in social science
Ornamental fish keeping and aquarium management	Nil	15/07/2019	90	Aquarium management and fish keeping	Skill development in Aquarium management

## 1.2 – Academic Flexibility

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

Programme/Course	Programme Specialization	Dates of Introduction
BSc	Botany	06/06/2019
BSc	Chemistry (Model-II)	06/06/2019
BSc	Geology	06/06/2019
BSc	Physics	06/06/2019
BSc	Mathematics	06/06/2019
BSc	Zoology (Model - II)	06/06/2019
BCom	Finance and Taxation	06/06/2019
BA	Economics	06/06/2019
BA	English	06/06/2019
BA	Political Science	06/06/2019
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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

MSc	Geology	17/06/2019
MSc	Physics	17/06/2019
MCom	Finance and Taxation	17/06/2019
MA	Economics	17/06/2019
MA	Political Science	17/06/2019

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

	Certificate	Diploma Course
Number of Students	212	179

## 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
Ozone depletion and Climate change	26/08/2019	65
Environmental Pollution control	01/01/2020	22
Orientation for UGC-NET Preparation	12/11/2019	12
Groundwater Conservation	06/06/2019	56
Physics in Everyday life	06/06/2019	24
Ethics and Human Values	17/06/2019	20
Global Commons	12/11/2019	20
Solid state management	16/01/2020	10
Union Budgets Analysis	19/02/2020	14
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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
BSc	Geology	16
BSc	Chemistry (Model-II)	44
BSc	Botany	22
BSc	Physics	23
BSc	Maths	20
BSc	Zoology (Model-II)	38
BCom	Finance and Taxation	50
BA	Economics	45
BA	English	22
BA	Political Science	45
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## 1.4 – Feedback System



1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Nil
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 college has an effective feedback system as part of its Planning, Implementation, Monitoring and Evaluation (PIME) strategy, and takes utmost importance to utilize the findings of the feedback mechanism for the overall development of the institution. The college adopted a four-level feedback mechanism: (i) feedback for students, (ii) feedback for staff, (iii) feedback for parents and (iv) feedback for alumni. The feedback mechanisms for students and staff are developed and operated by the IQAC, while the feedbacks of parents and alumni are carried out at department level. For this, departments conduct annual meeting of parents and alumni. The IQAC conducts the on-line feedback for students towards the end of every academic year. It is a three-tier feedback mechanism: feedback on the college, feedback on the department and programme, and feedback on teachers. All levels involve 12-15 questions. The questionnaire is designed in such a way to cover all the seven criteria of the NAAC. The results of all levels of feedback are analyzed by the IQAC and a detailed report on each feedback is submitted to the principal. The principal presents the important findings and responses in the College Council meeting as part of the PIME. Based on the discussion on the responses of students and various stakeholders on the overall infrastructure, facilities, programmes, teaching learning and evaluations, University examinations, curricular, co-curricular, extra-curricular, research and extension activities, the College Council prepares a detailed strategic plan to implement in the current academic year. Learning enhancement programmes and Student support activities are planned and or modified as per the suggestions emanating from the discussions on the responses of students and stakeholders. Proposals for infrastructure development are prepared by considering the suggestions of the College Council. The minutes of the meeting is made available to all HODs to discuss in the Department meeting. The feedback of students on teachers will be made available to the concerned teachers. The principal presents the important responses of students and various stakeholders, and the findings and suggestions of the College Council in the staff meeting. Furthermore, the Principal communicates feedback on the programmes and examinations to the university in Principals' meetings convened by the university, whereas faculty members express their opinions in workshops and curriculum development or restructuring meetings conducted by the university.

**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
BSc	Botany	24	Nil	24
BSc	Chemistry (Model - II)	24	Nil	21

BSc	Geology	15	Nill	13
BSc	Maths	24	Nill	20
BSc	Physics	24	Nill	23
BSc	Zoology (Model - II)	24	Nill	24
BCom	Finance and Taxation	50	Nill	49
BA	Economics	50	Nill	47
BA	English	24	Nill	24
BA	Political Science	50	Nill	50
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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	884	121	27	1	42

## 2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
70	70	18	13	14	12

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

The college has a well-designed mentoring and tutorial systems. Since most of the students of the college belong to socially and economically weaker sections, a proper mentoring mechanism is indispensable. At the beginning of the academic year, a meeting of the faculty is convened to discuss the modalities of implementing mentoring system. The newly admitted students are distributed equally among the faculty of the department. The mentors conduct periodic interactions with the mentees and monitor their activities, address their concerns, provide proper guidance, assess their progress and record them in the register. Based on these feedbacks, the mentoring register is prepared. The problems faced by the students are addressed by the mentor. If external involvement is needed, the mentor approaches the Counselling centre of the college. In rare cases, the service of a professional counsellor is required. In Such instances, the coordinator of the Students' Counselling Centre arranges a government-recognized counsellor to address the matter. In addition, the college has a well-structured tutorial system to monitor the academic and co-curricular activities of the students. In the tutorial system, a tutor is assigned to each batch of students. A tutorial period (30 minutes to one hour) is included in the class time table. During this time, the tutor interacts with his/her assigned batch of students, and later reports the findings to the department council. Through this continuous process, the tutor can effectively monitor the overall performance of the students. The final progress report, based on the tutorial register, is prepared, and documented.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1005	70	1:14

## 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
70	70	0	0	37

### 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
<b>No Data Entered/Not Applicable !!!</b>			
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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
BSc	Botany BSBO	6	03/06/2020	13/08/2020
BSc	Chemistry BSCH	6	03/06/2020	13/08/2020
BSc	Geology BSGL	6	03/06/2020	13/08/2020
BSc	Maths BSMM	6	03/06/2020	13/08/2020
BSc	Physics BSPH	6	03/06/2020	13/08/2020
BSc	Zoology BSZY	6	03/06/2020	13/08/2020
BCom	BCFT	6	03/06/2020	13/08/2020
BA	Economics BAEC	6	03/06/2020	13/08/2020
BA	English BAEN	6	03/06/2020	13/08/2020
BA	Political Science BAPS	6	03/06/2020	13/08/2020

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

In line with the regulations and guidelines of the University, the college has constituted a Continuous Evaluation and Assessment Committee at the college level to monitor the continuous internal evaluation of the students. The conduct of internal examinations, timely evaluation of answer scripts and the publication of results are carried out in each semester, as per the schedule prepared by the committee in the beginning of the academic year. The various components of the internal evaluation in each semester include (i) student

attendance (ii) assignments (iii) viva/seminar and (iv) two test papers. The question papers for the internal examinations are prepared in accordance with the Bloom's Taxonomy. The evaluated answer scripts are shown to students, and their grievances, if any are addressed. The class tutors consolidate and publish the internal evaluation report. To ensure transparency, the report is displayed on the notice board of each department for one week, before submitting to the committee. After verification by the committee, the class tutors upload the internal marks on the University website. In addition to two test papers, the college conducts an end-semester model examination and the evaluated answer scripts of the same are given to students.

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

The college has a planning committee and an academic committee to plan an academic calendar for the year. The mechanism to prepare and adhere an academic calendar is as follows. At the beginning of the academic year, the IQAC convenes a meeting of the planning and academic committees to discuss the preparation of the academic calendar for the year. In line with the action plan of the IQAC and the examination calendar of the university, an academic calendar is prepared for the year. All the important proposed programmes at the university and college level are included in the calendar, in addition to the internal and university examination time table. The academic calendar is made available to all the students and faculty members via college website. The college authorities take all efforts to ensure the strict implementation of the proposed programmes as per the calendar.

## 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://gckottayam.ac.in/programmes/po-pso-co>

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
BSBO	BSc	Botany	19	15	79
BSCH	BSc	Chemistry	22	21	95
BSGL	BSc	Geology	16	15	94
BSMM	BSc	Maths	20	14	70
BSPH	BSc	Physics	23	20	87
BSZY	BSc	Zoology	19	16	84
BCFT	BCom	Finance and Taxation	50	44	88
BAEC	BA	Economics	45	38	64
BAEN	BA	English	19	17	90
BAPL	BA	Political Science	47	27	57

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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://gckottayam.ac.in/sites/default/files/SSS%20Report%202018-19.pdf>

### CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	730	ICSSR	5	2.5
Major Projects	730	ICSSR	6	3
Any Other (Specify)	730	KSESTE	9.45	4.72
Students Research Projects (Other than compulsory by the University)	365	KSCSTE	0.2	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
No Data Entered/Not Applicable !!!		

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
No Data Entered/Not Applicable !!!					
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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
Economics	2

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	Chemistry	4	4.63
International	Physics	6	1.79
International	Maths	7	0.90
International	Commerce	2	0
International	Languages	1	0
International	Geology	1	0
National	Political Science	5	0
International	Economics	4	0
National	Zoology	1	0
National	Languages	1	0

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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
Languages	5
Chemistry	2
Zoology	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
Intermolecular hydrogen bonding in developing nanostructured epoxy shape memory the rmosets: Effects on morphology , thermo-mechanical properties and surface wetting,	Seno Jose	Polymer Testing	2020	Null	Government College Kottayam	11
Biohydrogen	Joseph, L	Biomass Conversion	2019	Null	Government	22

production from acidic and alkaline hydrolysis of paddy straw using locally isolated facultative bacteria through dark fermentation		and Biorefinery			College Kottayam	
Organochlorine pesticides in the soil of Cardamom Hill (CHR), Kerala, India: Geospatial distribution, ecological and human health risk assessment.	Joseph, L	Environmental Chemistry and Ecotoxicology	2020	Nil	Government College Kottayam	33
Catalytic activity of <i>Derris trifoliata</i> stabilized gold and silver nanoparticles in the reduction of isomers of nitrophenol and azo violet	Joseph, L	Nano-structures Nano-Objects	2020	Nil	Government College Kottayam	21
On a queuing-inventory system with advanced reservation and cancellation for the next K	Varghese Jacob	Queueing Systems	2019	Nil	Government College Kottayam	15

time frames ahead: the case of overbooking						
A New Chaos Based Cipher Texting Technique for Secure Data Transfer	Varghese Jacob	International Journal of Applied Engineering Research	2020	Nil	Government College Kottayam	2
Preparation of rGO-TiO <sub>2</sub> Composite and Study of its Dye Adsorption Properties	Ambily Mathew	Materials Today: Proceedings	2019	Nil	Government College Kottayam	5
Electron trapping action of functionalized carbon nanotubes and PEDOT:PSS nanocomposite in inverted perovskite solar cell	Sreelatha K S	AIP Conference Proceedings	2019	Nil	Government College Kottayam	4
Energy storage application of titanium doped vanadium pentoxide nanostructures prepared by electrospinning method	Sreelatha K S	Materials Today: Proceedings	2019	Nil	Government College Kottayam	1
Optimization of electrochromic properties of	Sreelatha K S	Materials Today: Proceedings	2019	Nil	Government College Kottayam	2



titanium  
doped  
V2O5 film

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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
Intermolecular hydrogen bonding in developing nanostructured epoxy shape memory the rmosets: Effects on morphology , thermo-mechanical properties and surface wetting	Seno Jose	Polymer Testing	2020	115	11	Government College Kottayam
Biohydrogen production from acidic and alkaline hydrolysis of paddy straw using locally isolated facultative bacteria through dark fermentation	Joseph, L	Biomass Conversion and Biorefinery	2019	39	22	Government College Kottayam
Organochlorine pesticides in the soil of Cardamom Hill(CHR) ,Kerala, India: Geospatial distribution	Joseph, L	Environmental Chemistry and Ecotoxicology	2020	186	33	Government College Kottayam

ecological and human health risk assessment.						
Catalytic activity of Derris trifoliata stabilized gold and silver nanoparticles in the reduction of isomers of nitrophenol and azo violet	Joseph, L	Nano-structures Nano-Objects	2020	42	21	Government College Kottayam
A New Chaos Based Cipher Texting Technique for Secure Data Transfer	Varghese Jacob	International Journal of Applied Engineering Research	2020	6	2	Government College Kottayam
On a queueing-inventory system with advanced reservation and cancellation for the next K time frames ahead: the case of overbooking	Varghese Jacob	Queueing Systems	2019	55	15	Government College Kottayam
Analysis of Single Server Queueing System with Two Type of Interruptions and its Application in	Varghese Jacob	Neural Parallel and Scientific Computations	2020	20	1	Government College Kottayam

Wireless Networks						
Preparation of rGO-TiO <sub>2</sub> Composite and Study of its Dye Adsorption Properties	Ambily Mathew	Materials Today: Proceedings	2019	69	5	Government College Kottayam
Energy storage application of titanium doped vanadium pentoxide nanostructures prepared by electro spinning method	Sreelatha KS	Materials Today: Proceedings	2019	69	1	Government College Kottayam
Electron trapping action of functionalized carbon nanotubes and PEDOT:PSS nanocomposite in inverted perovskite solar cell	Sreelatha KS	AIP Conference Proceedings	2019	75	4	Government College Kottayam

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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	12	31	11	4
Presented papers	1	4	1	0
Resource persons	0	3	0	0

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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/	Number of teachers	Number of students
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	collaborating agency	participated in such activities	participated in such activities
Water quality analysis	Chemistry department	2	25
Exhibition	Geology department	6	23
Training on nano synthesis Characterization	Physics Department	4	12
Anti-Drug' rally	NSS Unit	6	120
"VALICHERIYAL MUKTHA CAMPUS, GRAMAM, NAGARAM	NSS Unit	8	120
MATERIAL COLLECTION FOR FLOOD RELIEF CAMP	District Collectorate	25	250
PREPERATION OF FLOOR CLEANING LOTION FOR FLOOD RELIEF CAMPUS	District Collectorate	10	120
Snehasparsam'. OLD AGE HOME VISIT	NSS Unit	4	45
AIDS day rally at Kottayam Town	NSS Unit	6	120
Pilot survey of Haritha survey'	NSS Unit	10	120
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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
National Service Scheme	Certificate of Appreciation	Mahatma Gandhi University	120
National Service Scheme	Selection for Pre Republic Day camp 2020	Mahatma Gandhi University	120
Preparation of Sanitizer	Certificate of Appreciation	Kerala State Electricity Board Limited	72
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Anti-Drug' campaign	Government College Kottayam - NSS Unit	Rally against drug-abuse	6	120

"VALICHERIYAL MUKTHA CAMPUS, GRAMAM, NAGARAM	Government College Kottayam - NSS Unit	Awareness programmes and rally against plastics wastes	6	120
LAWS FOR RESTORATION OF RIVERS as part 'Meenachilar- Meenatharayar- Kodurar- Samyojana Padhathi' in Kottayam District.	Government College Kottayam - NSS Unit in collaboration with Haritha Kerala Mission	Awareness programmes	6	120
MATERIAL COLLECTION FOR FLOOD RELIEF CAMP	Government College Kottayam - NSS Unit in collaboration with District Collectorate	Flood relief activities	25	250
PREPERATION OF FLOOR CLEANING LOTION FOR FLOOD RELIEF CAMPUS	Government College Kottayam - NSS Unit in collaboration with District Collectorate	Flood relief activities	10	120
Snehasparsam	Government College Kottayam - NSS Unit	Oldage Home Visit	4	45
ELECTION VERIFICATION PROGRAM	Government College Kottayam in collaboration with Election Commision	Election ID card campaign	6	120
AIDS day rally at Kottayam Town	Government College Kottayam	Awareness programme	6	120
Pilot survey of Haritha survey'	Government College Kottayam in association with Haritha Kerala Mission	Survey and awareness classes	10	120
Suchithwa Sandesha Rally	Government College Kottayam in association with Haritha Saksharatha Mission,	Rally and awareness programme	10	90

[View File](#)**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
Research collaboration and joint publication	Dr. Seno Jose	Nil	365
Research collaboration and joint publication	Dr. Anila B.N.	Nil	365
Research collaboration and joint publication	Dr. Sreekala K.S.	Nil	365
Research collaboration and joint publication	Dr. Sajeev U S	Nil	365
Research collaboration and joint publication	Dr. Anish A U	Nil	365
Research collaboration and joint publication	Dr. Ajay K.K.	Nil	365

[View File](#)

## 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
Student internship	On the Job Training	Travancore Cements Ltd, Nattakom P O, Kottayam	02/12/2019	16/12/2019	Students
Doctoral Programme	Faculty Development Programme	School of Environmental Sciences	01/06/2019	30/05/2020	Laigi Joseph
Research Collaboration	Doctoral Research	Amrita Viswa Vidyapeetham	01/06/2019	30/05/2020	Sreelatha KS
Research Collaboration	Doctoral Research	St Berchmans College, Changanassery	01/06/2019	30/05/2020	A K Sadanandan
Student internship	On the Job Training	Model Fish Farm-Pallom, Kottayam	09/12/2019	23/12/2019	Students

Research Collaboration	Doctoral Research	St Berchmans College, Changanassery	01/06/2019	30/05/2020	Vimal Jack Roy
<a href="#">View File</a>					

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
School of Environmental Sciences, Mahatma Gandhi University, Priyadarshini Hills P.O., Kottayam, Kerala 686560, India	08/08/2016	1. Ph D Programme 2. Joint student projects/seminars/conferences 3. Exploring instrumentation facility 4. Student exchange	3
Corporate Research and Development Centre, HLL Lifecare Ltd., Akkulam, Sreekariyam P.O., Thiruvananthapuram 695017, India	02/07/2018	1. Joint student projects/seminars/conferences 2. Exploring instrumentation facility 3. Student Internship 4. Industry visits and On the Jo	23
School of Environmental Sciences, Mahatma Gandhi University, Priyadarshini Hills P.O., Kottayam, Kerala 686560, India,	03/06/2019	Landslide studies	2
Department of Marine Geology and Geophysics, Cusat, Fine Arts Avenue road, Kochi -16,	03/06/2019	River research	2
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## 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
850.9	850.9

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing

Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Others	Newly Added
<a href="#">View File</a>	

## 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 partially)	Version	Year of automation
KOHA	Partially	3.11	2017

### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	46060	97	870	5	46930	102
Reference Books	3294	7	104	1	3398	8
e-Books	100000	Nil	Nil	Nil	100000	Nil
e-Journals	6000	Nil	Nil	Nil	6000	Nil
Digital Database	Nil	Nil	15	6	15	6

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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
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**No Data Entered/Not Applicable !!!**

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## 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	118	48	0	8	0	16	40	0	6
Added	9	4	0	0	0	2	3	0	0
Total	127	52	0	8	0	18	43	0	6

### 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
<b>No Data Entered/Not Applicable !!!</b>	

**4.4 – Maintenance of Campus Infrastructure**

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
29	14	822	32.8

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)

<p>Being a government owned higher education institution, the main source for the infrastructure development and maintenance is the fund provided by the Higher education department, Government of Kerala. Therefore, the construction, maintenance and repairing of academic buildings, library, classrooms, laboratory electrical appliances and other physical infrastructure of the college is managed mainly through the annual plan fund received from the Directorate of Collegiate Education. In every year, towards the end of the financial year, the college submits proposals for availing fund for the next academic year, under the annual plan fund scheme. In addition, proposals and detailed projects reports under special schemes such as Centre of Excellence Scheme, KIIFB scheme and Special Plan Fund Scheme will also be submitted to the Government of Kerala. The Directorate of Collegiate Education, after detailed verification and evaluation of the submitted proposals, fund may be allotted under different heads including Infrastructure Upgradation, Development and Maintenance of Govt. Colleges, Development of Laboratories, Libraries and furniture for Govt. Colleges and Academic Excellence in Teaching, Learning and Research.</p> <p style="text-align: center;"><a href="https://gckottayam.ac.in/">https://gckottayam.ac.in/</a></p>
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**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	Various	747	5060051
Financial Support from Other Sources			
a) National	Nil	Nill	Nill
b) International	Nil	Nill	Nill
<a href="#">View File</a>			

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	Date of implemetation	Number of students	Agencies involved
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enhancement scheme		enrolled	
Scholar Support Programme	07/11/2019	125	Dr. Lyjo Joseph Mob: 919447659848 Email: lyjoonline@gmail.com
Walk with a Scholar Programme	07/11/2019	60	Dr. Anish A.U. Mob: 918075016410 Email: anishgold@gmail.com
Guidance for Competitive Examinations	09/10/2019	90	Dr. Sivabkumar M.V. Mob: 919446095563 Email: mvsmangalam@gmail.com
Soft Skill Development Programmes	09/10/2019	60	Dr. Anish A.U. Mob: 918075016410 Email: anishgold@gmail.com
Language Lab	17/07/2019	36	Dr. Lekshmi R. Nair Mob: 9846440008 Email: lxmiarun@gmail.com Dr. Lekshmi R. Nair Mob: 98
<a href="#">View File</a>			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Guidance for NET/GATE /JAM/PSC/Bank coaching	210	290	22	37
<a href="#">View File</a>					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
3	3	4

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
<b>No Data Entered/Not Applicable !!!</b>					

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2020	11	BSc	Botany	Various	MSc
2020	14	BSc	Chemistry (Model - 2)	Various	Msc
2020	16	BSc	Geology	Various	MSc
2020	15	BSc	Physics	Various	MSc
2020	8	BSc	Maths	Various	MSc
2020	10	BSc	Zoology	Various	MSc
2020	10	BA	English	Various	MSc
2020	3	BCom	Commerce	Various	MCom
2020	9	BA	Economics	Various	MA
Nil	6	MA	Economics	Various	BEd

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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	7
SET	1
GATE	5
Any Other	16

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

Activity	Level	Number of Participants
Annual Athletic Meet	Institutional Level	136
Inter department Cricket tournament	Institutional Level	130
Arts Festival	Institutional Level	210
Youth Festival	Institutional Level	230
Zoofest - Calaos 2K20	Intercollegiate	25
Science Quiz Competition	Intercollegiate	18
Poster Designing Competition	Institutional Level	26
Essay Writing Competition (english, Malayalam)	Institutional Level	54
Short Story writing competition (English,	Institutional Level	36

Malayalam)		
Poetry Writing (Malayalam, English)	Institutional Level	54
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### 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2020	Silver Medal (second position) in Taekwondo Championship	Nil	1	Nil	Nil	Thara Sojan
2020	Bronze Medal (Third Position) in Taekwondo Championship	Nil	1	Nil	Nil	Fahad S
2020	Bronze Medal (Third Position) in Chess Championship	Nil	1	Nil	Nil	Justin Joseph
2020	Chess Championship	National	1	Nil	Nil	Justin Joseph
2020	Silver Medal (second position) in Chess Championship	Nil	1	Nil	Nil	Justin Joseph
2020	Bronze Medal (Third Position) in Chess Championship	Nil	1	Nil	Nil	J Krishnanunni
2020	Chess Championship	National	1	Nil	Nil	J Krishnanunni
2020	Bronze	Nil	1	Nil	Nil	Amalraj

	Medal (Third Position) in Chess C hampionshi P					
2020	First position with A grade in MG University Arts Festival 2020	Nill	Nill	1	Nill	Deuff Mutt Team
2020	First position with A grade in MG University Arts Festival 2020	Nill	Nill	1	Nill	Arunima Raju

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

The Institution takes all the measures for the effective representation of students in the academic and administrative bodies and committees of the college. The college conducts College Union election in presidential mode, as per the guidelines of Mahatma Gandhi University in accordance with the recommendations of Lyngdoh Committee and Government of Kerala and Mahatma Gandhi University. The College Union Executive Committee is composed of the Chairperson, the Vice-Chairperson, the General Secretary, the University Union Councillors (two), the Arts Club Secretary, the College Magazine Editor, the Lady Representatives (two) and the Class Representatives. The Union organizes various extra-curricular and co-curricular activities at college level. They also organize college Arts Festival and Sports events in every academic year. Furthermore, the college Union publishes a College Magazine which encompasses the creative contributions of the students. In addition, the college has student representatives in several important committees like IQAC, Internal Complain Committee, College women cell, Hostel Committee, RUSA project monitoring committee, Academic committee, Planning Committee, Anti-ragging committee, Anti-narcotic Committee, etc. Furthermore, activities of many of the clubs such as quiz club, music club, nature club, bird's club, debate club, arts club, Bhumithrasena, science club, etc. have been conducted with the active participation of students. In addition, each department has a department association to carry out department-level programmes. Programmes of department associations are planned and conducted by the students, under the supervision of teachers. In addition, student-volunteers of NCC navy wing, NCC army wing and NSS play crucial roles in observing important days and events at college level. Independence Day, Republic Day, National Science Day, Women's Day, Gandhi Jayanti, World Environment Day, World AIDS Day, Teacher's Day, Constitution Day, Human Rights Day, Yoga Day, Hiroshima Day etc. are observed and celebrated with the active leadership and participation of students.

## 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

No Data Entered/Not Applicable !!!

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

No Data Entered/Not Applicable !!!

5.4.4 – Meetings/activities organized by Alumni Association :

No Data Entered/Not Applicable !!!

## 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)

Government College Kottayam functions under the Directorate of Collegiate Education of the Department of Higher Education, Government of Kerala. The curricula of various programmes are designed by Mahatma Gandhi University. The directions and instructions of these higher authorities are implemented through the College Council, which is the supreme statutory body of the college. The college council with the Principal as the ex-officio president, the vice Principal, heads of all departments, coordinator of IQAC, two persons elected from the teaching staff, the Librarian, and the office superintendent as members, discusses the academic and administrative matters in light of the feedback and evaluations of the previous year obtained from various stake holders and from the IQAC. The directions and decisions of the college council are implemented through department Council and the IQAC. The department council with the Head of the department in the chair discusses all the academic matters in connection with the department including the Council minutes. The IQAC of the College plays a crucial role in the decentralization and participative management. At the beginning of the academic year, the College Council entrusted IQAC (i) to prepare an action plan for the year (ii) to submit the list of convenors and members of clubs and committees for the current academic year (iii) to draft the detailed project reports (DPR) of various developmental activities to be submitted to the Director of Collegiate Education (DCE) and (iv) to collect proposals under Plan Fund during 2019-20 from various departments and consolidate them before submitting to the DCE for financial assistance. The IQAC prepared the action plan for the year 2019-20 on the basis of the action plans received from various departments and also by taking in to account the suggestions of members of the elected Student Union, the IQAC and the College Council. The DPR for the developmental activities of the college was prepared on the basis of the feedback of various stakeholders with the technical support of the Public Works Department (PWD) building division, Kottayam, a government agency. The IQAC submitted DPRs for several development projects for obtaining financial assistance from the government. The Government of Kerala approved the DPR regarding the construction of Library and Research Blocks. In addition, the IQAC monitors the academic activities of the college by examining the Teacher's diary, the Mentor's registers, and the Class logs. The evaluation procedure for the students- comprising both external and internal evaluation -also involves decentralization. In the case of external evaluation, the university sets the time table and provides the question

papers. But the examinations are conducted by the college under the supervision of an examination committee with principal as the chief superintendent. The Internal evaluation is carried out by college itself in accordance with the guidelines provided the university. There is an internal evaluation committee to monitor the procedures at the college level. In order to ensure transparency, the students are intimated about their marks and their grievances, if any, are duly redressed before submitting the same to the university.

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

Partial

## 6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	College contributes the expertise of its faculty members to the University in various capacities for designing the Curriculum. For instance, there are faculty members who are nominated as the member of Syndicate of the University, key resource person for providing training for faculty members of affiliated colleges in setting question papers, member of University Research Committee for designing regulations and guidelines for research, and members of the Board of Studies. The College Council, entrusts the IQAC to prepare strategic plans for implementing the curriculum designed by the University, the academic calendar, and the master Time Table. The department councils implement the decisions of the College Council.
Teaching and Learning	The teaching and learning process of the college is scientifically and systematically designed. There are 70 permanent teachers and more than 1000 students in the college. Student community has adequate representation from different geographical areas and socio-economic backgrounds. To satisfy the needs of the students from diverse social, economic, intellectual and cultural backgrounds, adequate learning enhancement and student support programmes such as mentoring, tutorial, remedial classes, WWS programme for advanced learners and SSP for slow learners have been included in the teaching-learning process. Furthermore, programmes related to participative learning, experiential learning, collaborative learning and ICT based teaching are part of the process.

<p>Examination and Evaluation</p>	<p>The College has an examination wing for conducting University examinations. The college conducts semester-wise examinations most transparently as per the notifications and instructions of the University and on the basis of University examination calendar. The valuation of answer scripts is conducted in Centralized Valuation Camps of the University. The faculty members of the college serve as chief and additional examiners. The internal examinations are conducted in a centralized manner at college level, as per the Time Table published by the college. The answer scripts are valued and mark lists published in due time. Transparency is ensured in every step. In addition, periodic class tests are conducted by the faculty members from time to time.</p>
<p>Research and Development</p>	<p>The College, at present, has Research Centres in the departments of Economics and Physics. With a view to promoting high quality research through interinstitutional collaboration, the college in association with St. Michael's College Cherthala and inter university Instrumentation Centre Mahatma Gandhi University organized an International Conference on Photochemistry and Sustainable Energy from 16 to 19 October 2019. More than twenty foreign delegates participated in the conference. Students, Research scholars and Faculty members presented papers.</p>
<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<p>During 2019 -2020, a total of 974 books worth 6.5 lakhs were purchased towards the college library. N-LIST/INFLIBNET subscription was renewed for the year. To strengthen the learning facility of visually challenged students and faculty members, Laptops, Software, accessories, and audiobooks were purchased under the Barrier-free campus programme. The auditorium and seminar hall were renovated using RUSA funds. A common wash facility for students was constructed utilizing the RUSA fund. A drainage system was put in place utilizing the Plan fund. Maintenance of Toilets in Ladies hostel was carried out utilizing the Plan fund.</p>
<p>Human Resource Management</p>	<p>Being a government-owned Institution, faculty members and non-teaching staff</p>



are selected by Kerala Public Service Commission. They participate in various training programmes and workshops organized by the government (For instance, the Institute of Management in Government, IMG), the universities and the UGC- Human Resource Development Centres. In addition, training programmes and workshops were arranged at Institutional level too. Furthermore, the teachers are permitted to undertake UGC-supported Faculty Development Programmes to pursue their doctoral programme. IQAC organized GCK seminar series -2019. As part of it, one international conference and 8 national seminars were conducted. All students and faculty members from the college were the beneficiaries. To familiarize the revised assessment and Accreditation framework of NAAC the IQAC organized 2 seminars.

Industry Interaction / Collaboration

Faculty members of the department of Physics and Chemistry have research collaborations with researchers in national and international research institutions. The research findings emanating from these studies are jointly published. The college permits faculty members, scholars and students of other institutions to utilize its Common Instrumentation Centre for their research purpose, as part of the collaboration between the institutes. Students of the departments of Chemistry and zoology undergo the On-the-Job Training programme in renowned industries. The college, to strengthen the Institute-Industry interface, included as members in the College Development Committee, the industrial representatives from MRF and Travancore Cements Ltd. Department of chemistry signed an MOU with Hindustan Life Care Ltd. Thiruvananthapuram.

Admission of Students

Admission to UG and PG programmes of the college is carried out through the Centralized Allotment Process (CAP) of the Mahatma Gandhi University. The admission process adheres to all the reservation policies of the Government of Kerala. There is no management quota or payment seat. The student community of the college represents a cross-section of the society, and comprises of all religions, casts, creeds, communities, etc. Students from all

parts of Kerala and Lakshadweep joined the college during the year. At the institutional level, an admission committee is constituted to monitor the admission process. The college takes all the measures to ensure complete transparency in the entire admission process.

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

E-governance area	Details
<p>Planning and Development</p>	<p>The prime source of college development works is the Plan Fund of the Government of Kerala. Plan Proposals for each year are prepared and submitted by the college to the Directorate of Collegiate Education, via. Plan Portal. The proposals at college level are prepared by IQAC in consultation with the College Council and the Planning Committee. Plan Fund received under various heads are effectively utilized in accordance with the State Stock Purchase Manual. All financial transactions in this direction are managed through Bill Information and Management System (BiMS) is an electronic-Bill portal for claim settlements.</p>
<p>Administration</p>	<p>The Higher Education Department has effectively implemented Digital Document Filing System (DDFS) in all government colleges for the smooth functioning of administration. Fast and user-friendly interface enables the officers to work effortlessly with their files. The system is transparent and secure. Each operation could be monitored and audited.</p>
<p>Finance and Accounts</p>	<p>All financial transactions of the institution are managed through Bill Information and Management System (BiMS) is an electronic-Bill portal for claim settlements. Salary processing and disbursement has been made through SPARK Service and Payroll Administrative Repository for Kerala.</p>
<p>Student Admission and Support</p>	<p>Admission to various programmes offered by college is conducted solely through online Common Admission Portal of the University. Submission of application by students, selection of eligible students and the admission process are carried out through various user interfaces of the portal. There is also provision for online payment of</p>

	fees in the portal. Applications for various student scholarships are submitted online through National Scholarship portal and through the scholarship portal maintained by the Directorate of Collegiate education, Kerala.
Examination	All the examinations conducted in the college are coordinated through the university examination portal. Students can directly register for examinations and can remit fees online. Exam notifications and results also are made available through the interface. Internal evaluation marks are uploaded to the university portal by the teachers concerned and verified by the principal.

### 6.3 – Faculty Empowerment Strategies

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

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

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	An introduction to the Revised Assessment and Accreditation Framework	Nil	14/10/2019	14/10/2019	65	Nil
2019	Data management for Social Scientist	Nil	18/10/2019	19/10/2019	40	Nil
2019	Institutional Accreditation and Internal	Nil	25/10/2019	25/10/2019	67	Nil

	Quality Assessment					
2019	Digitization of Learning in the 21st Century: Moodle Based Learning Management System	Nil	29/11/2019	30/11/2019	50	Nil
2019	Workshop on Python Programming	Nil	05/12/2019	06/12/2019	25	Nil
2019	Applied Regression Analysis for Social Sciences	Nil	13/12/2019	14/12/2019	32	Nil

[View File](#)

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
`Faculty Development Programme in Commerce Management` Kerala State Higher Education Council	1	06/06/2019	10/06/2019	5
`Refresher Course in Human Rights` UGC-HRDC Kerala University	1	12/06/2019	25/06/2019	14
`Data Analysis Academic Writing in Social Sciences` St. Stephens College, Uzhavoor	2	06/08/2019	10/08/2019	5
Introduction to Quantum	2	03/09/2019	31/12/2019	90

Physics its Applications				
Refresher Course in Hindi Language and Literature	1	18/10/2019	31/10/2019	14
Refresher Course in Gender Studies (Interdisciplinary)	1	15/11/2019	28/11/2019	14
Refresher programme on Materials Science	1	21/11/2019	04/12/2019	14
Refresher Course in Malayalam Language and Literature	1	07/12/2019	20/12/2019	14
FDP in science -Philosophy of science organized by Faculty training center Kerala State Higher Education Council at the Mahatma Gandhi University Kottayam.	1	29/08/2019	02/09/2019	5
Orientation programme	1	03/03/2020	11/03/2020	9
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
General Provident Fund, State Life Insurance, Group Insurance Scheme, Group Personal Accident Insurance Scheme, Medical Reimbursement	General Provident Fund, State Life Insurance, Group Insurance Scheme, Group Personal Accident Insurance Scheme, Medical Reimbursement	Financial Support for study tour and field visits, Special Facilities for differently-abled students, Subsidised Canteen Facility, Cooperative Society for

purchasing stationary at subsidised rate, Financial Support for arts festivals

#### 6.4 – Financial Management and Resource Mobilization

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

The college is Government-owned institution. The principal source of development fund is the State Plan Fund. Institution receives fund from the UGC, the RUSA and the KIIFB too. In addition, College Development Committee and Parents Teachers Association receive fund from students and well-wishers. The tuition fee for various academic programmes, as fixed by the government, are collected and remitted in the respective head of account. Being a government institution, it has an established mechanism for conducting annual internal and external audits. The accounts are maintained regularly and in accordance with the relevant acts and rules. Steps are taken to ensure that the receipts and disbursements match. The expenses incurred under different heads are thoroughly checked by verifying the bills and vouchers. No serious audit objections were raised during the recent years.

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
Parents Teachers Association, College Development Committee	1723256	Various student amenities, college development activities
<a href="#">View File</a>		

6.4.3 – Total corpus fund generated

927

#### 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	External Committee constituted by the College	Yes	College Council/IQAC
Administrative	Nil	Directorate of Collegiate Education, Office of the Accountant General, Dept. of Finance - Govt. of Kerala	Nil	Directorate of Collegiate Education

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

1. Procuring and installing drinking water coolers, eco-friendly sanitary napkin incinerator, etc 2. Maintenance of electrical, water supply and electronic items 3. Printing of student ID cards, academic calendar, etc. 4. Memento and Cash Prizes for toppers and student achievers 5. Subscription for

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

1. Training Programme on Kerala service rules. 2. English Speaking Skill Enhancement 3. Hands-on training programme for familiarising E-Governance 4. Sports activities and cultural activities

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

1. Constructed an Administration Building as per the proposal submitted by the IQAC. 2. Upgraded Common Instrumentation facility to strengthen the existing research as per the proposal submitted by the IQAC. 3. Renovated Geology Museum, Microbiology Laboratory and Material Science Labs. 4. Construction of College Library block, and Research Block has been started. The proposal and DPR of the projects were prepared and submitted by the IQAC. 5. Proposal for barrier free campus for differently abled students and teachers has been approved by the State Government. Implementation of barrier free campus programmes has been initiated. 6. Proposal for the construction of a new Ladies Hostel has been submitted to the DCE.

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
2019	GCK Seminar Series 2019	14/10/2019	14/10/2019	14/12/2019	900
2019	Orientation programme for first year undergraduate students	05/09/2019	05/09/2019	05/09/2019	350
2019	Seminars on NAAC RAF	14/10/2019	14/10/2019	14/10/2019	65
2020	Technological Support for teachers and students with disabilities as part of Barrier-free Campus Programme	06/01/2020	06/01/2020	06/01/2020	26
2019	Preparation of Handbook	05/08/2019	05/08/2019	05/08/2019	1050

	and Calendar 2019-20				
2019	Workshop on Learning Management System	29/11/2019	29/11/2019	30/11/2019	52
2020	Student and Faculty Feedback	05/03/2020	05/03/2020	06/03/2020	1050
2020	Verification of the applications for promotion under CAS teachers to the Directorate of Collegiate Education	20/05/2020	20/05/2020	26/05/2020	8
2020	Student Satisfaction Survey	03/03/2020	03/03/2020	04/03/2020	380
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## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
National seminar on natural disasters, space and marginality	30/10/2019	31/10/2019	47	26
Awareness cum and orientation program for girl students (Physics and Chemistry)	10/10/2019	10/10/2019	36	0

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

1. Constructed rainwater harvesting system
2. Upgraded of power connection from low tension to high tension.
3. Upgraded existing light system to LED based system (partially) has been done.
4. Submitted proposals for Green Campus Programme, including the installation of solar panels.



## 7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	16
Ramp/Rails	Yes	7
Braille Software/facilities	Yes	6
Rest Rooms	Yes	16
Scribes for examination	Yes	3

## 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	1	1	14/08/2019	8	MATERIAL COLLECTION FOR FLOOD RELIEF CAMP	Collection and distribution of necessary items for flood relief camps.	250
2019	1	1	15/08/2019	3	PREPARATION OF FLOOR CLEANING LOTION FOR FLOOD RELIEF CAMPS	Preparation of floor cleaning lotion for providing to the flood affected houses in Malabar region	110
2019	1	1	07/09/2019	1	Snehasp arsam	Oldage Home Visit	45
Nill	3	3	26/10/2019	3	Snehasp arsam	Spent with the inmates of St. Joseph Orphanage, Kurichi, for sharing and	102

						caring of inmates	
Nill	1	1	08/01/2020	1	Barrier free campus programme	Support for persons with disabilities	16
<a href="#">View File</a>							

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 and Handbook	17/07/2019	<p>At the time of admission, students must sign a statement accepting the Code of Conduct of the institution. Violation of it may be considered at different levels - Department Council, Discipline Committee, and the College Council. The final decision will be made by the principal based on the reports of different bodies.</p> <p>Students can address their complaints and grievances to Department Council or directly to respective committees. Based on the nature of the complaint, the issues will be taken up by any of the committees such as Discipline Committee, Grievance Redress Cell, Internal Complaint Committee, Anti-ragging Cell, Anti-Narcotic Cell, Women Cell or Committee Against Sexual Harassment. The respective committees study the issues and make recommendations in each case, that may be considered by the College Council before making the final decision.</p>

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Environment day observance	07/06/2019	07/06/2019	305

Vayanadinam	19/06/2019	19/06/2019	330
Yoga Day Celebration	21/06/2019	21/06/2019	90
Anti-Drug' rally	26/06/2019	26/06/2019	120
"VALICHERIYAL MUKTHA CAMPUS, GRAMAM, NAGARAM	06/07/2019	06/07/2019	115
LAWS FOR RESTORATION OF RIVERS as part 'Meenachilar-Meenatharayar-Kodurar- Samyojana Padhathi' in Kottayam District.	13/07/2019	13/07/2019	122
Hiroshima Day Observance	06/08/2019	06/08/2019	118
Independence Day Celebration	15/08/2019	15/08/2019	280
Eye donation awareness programme	03/09/2019	03/09/2019	250
National Integration Day Celebration	20/11/2019	20/11/2019	900
<a href="#">View File</a>			

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

1. Initiated Valicheriyal Muktha Campus, as part of clean campus programme. 2. Planted the saplings of neem trees in the college campus. 3. Set up a vegetable garden in grow bags. 4. Started Suchithwa Sasharatha Yanjam, as part of green-campus programme. 5. Prepared and distributed paper pens to reduce the use of plastic pens. 6. Started 'Jeevajalam' to provide water to birds and animals.

## 7.2 – Best Practices

### 7.2.1 – Describe at least two institutional best practices

**Best Practice 1: Barrier free Campus for differently abled students and teachers:** Objectives: • To develop barrier free environment in the campus • To bring about positive concrete changes in the educational environments for the students with disability (SWD) • To impart awareness and knowledge about the equal access and opportunities among students • To minimize the gaps among staff members and students with and without disability Disability is any restriction resulting from any impairment to perform an activity in the manner normal for a human being. It is a global concern and may affect individuals everywhere in the world. Based on a statistics by the United Nation in 2011, about 15 per cent of the world's population are living with some form of disability. There are more than 16 disabled individuals in Govt. College Kottayam, including six teachers. At present, the overall campus physical environment and infrastructure are inaccessible for the needs of the PWDs. The physical environment barriers for PWDs include inaccessible classrooms, library, auditorium, Seminar Hall, College Canteen, corridors and bathrooms. Apart from the multitude of barriers that affect the education of students with disabilities, physical barriers are visibly challenging. It is essential for the authorities make sure that these basic conditions are adequately met at the

earliest. Therefore, the college constituted a committee comprising the Principal, IQAC coordinator, physically challenged staff and students to study the requirements of the PWDs. The committee observed four types of disabilities, namely wheel-chair users, hearing impairment, visual impairment, and physical disabilities, among the persons with disabilities (PWDs) in the college. Different types of disabilities require different type of needs. Hence, the college initiated the implementation of the following felicities based on the suggestions and recommendations made by the committee. 1. Construction of ramps for wheelchair users to circumvent steps 2. Barrier free campus landscape for PWDs: The free movement of PWDs is restricted in the campus environments due to lack of appropriate transportation service, barrier full sidewalks. In addition, the ring roads and connecting roads inside the campus are not free of barriers. Therefore, it is important to construct a barrier free landscape for PWDs. The college, with the financial support of the Directorate of Collegiate Education, Government of Kerala, constructed a barrier free campus landscape. 3. Technological Support for PWDs Four teachers and three students are visually challenged. One of the major disadvantages they face is their inability to access print materials and it limits their opportunities in life. This drawback can be overcome significantly using modern technology. With the help of screen reading and text reading software visually challenged persons can access print with ease. For that printed books are to be converted to the digital format with the help of a scanner. Printed books can also be converted to braille for their use to enable them to overcome print disability. As part of the physically challenged friendly campus scheme, a facility comprising five computers with screen reading and text reading software is set up for the use of the visually challenged teachers and students of the college. The facility is equipped with a braille printer and scanners. Such a facility will help reduce the dependence of the visually challenged persons on others. 4. Purchase of equipment The college procured adequate number of wheel chairs and assistive devices, and specially designed furniture. 5. Conversion of a room to a special room with attached wash/toilet facility for PWDs As per the recommendation of the committee, the college converted to a special room for PWDs. 6. Conduct awareness programmes The college has been conducting awareness programmes for teachers the students to impart a culture among them to internalize the true spirit of the programme. Best Practice 2: Weekly Academic Talks: Objectives The programme intends to bring together faculty members and former faculty members of the college on a common platform to share their expertise and knowledge through a peer-sharing process. The programme includes a talk by a faculty member on his area of expertise followed by discussion and interaction.

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

<https://gckottayam.ac.in/about/best-practices>

### 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

Quality Education with Equity, Inclusion and Social Commitment Government College Kottayam is the only government-owned arts and science college in Kottayam district. Established in the public sector to fulfil the aspirations of the common man, our mission is to provide affordable and quality education to all, especially to the socially and economically challenged groups, with the best available resources. The beginning of the college was humble with three pre-degree batches and three undergraduate (UG) programmes. Presently, the college offers 10 UG and 5 PG programmes. The college has more than 1000 students. The academic ambience of the college has shown a remarkable progress

in the last several years. To complement the teaching learning process ICT facilities has been strengthened. To promote quality research a centralized instrumentation facility was installed in 2015. The centre has been strengthened during this academic year by purchasing sophisticated instruments like fluorescence spectrometer, atomic absorption spectrometer, Fourier transform infrared spectrometer, differential scanning calorimeter, and thermogravimetric analyser. It is important to mention that 70 of the students in the college are girl students. To meet the needs and challenges of girl students a well-organized women welfare cell is functioning in the college. A number of gender-equity activities and awareness programmes have been organized by the cell. Besides that, each department conducts women empowerment programmes. An effective grievance redressal mechanism through Internal Complaints Committee (ICC) has been function in the college. Majority of the students of the college are from socially and economically backward sections of the society. All reservation policies of the Government are followed during the admission process. The college is committed to providing top quality education to all students at almost free of cost. All SC/ST students enjoy full free education. OBC and other backward community students are provided with scholarships and free-ships instituted by the Government. To enhance social responsibility among the students and to improve the social climate of the college, eco-friendly practices and activities that contribute to common good have been initiated and practiced by the college. A herbal garden is maintaining in the college. Various kinds of medicinal plants available in the locality are collected by the students and identified by experts. The College Development Committee, chaired by the district collector provides the major financial support. A blood donation forum, under the leadership of NSS, is functioning in the college. When there arises a request for blood, it is forwarded to the blood donation forum. Several clubs and forums started functioning in the college and several departments, along with NSS and NCC, regularly engages in social service and extension activities. Thus, with the concerted efforts from the part of all stakeholders, the college provides an inclusive, supportive and high-quality academic environment for all students so as to develop them into a responsible, socially committed and successful citizen.

Provide the weblink of the institution

<https://gckottayam.ac.in/about/institutional-distinctiveness>

## 8.Future Plans of Actions for Next Academic Year

1. Strengthen the Institutional-level Learning Management System (LMS) In general, teachers and students rely more on the conventional mode of classroom education for knowledge sharing and dissemination. However, technology can complement the conventional education, and thus strengthen the teaching-learning process. In view of this, the college intends to install an institutional level LMS to complement the existing teaching-learning and evaluation process. As an initial step, the IQAC in association with the department of Zoology conducted a work shop on LMS. Although a number of teachers, at present, offer courses via Moodle based LMS, a customized version of institutional LMS would help all teacher to offer adequate number of courses using the LMS. Hence, the IQAC, in the beginning of the next academic year, plans to organize workshops on the LMS for all teachers of the college to provide an exposure and training in this regard. Thereafter, the college would purchase and install LMS software. The LMS may contain three domains: first - for teaching learning process where each teacher can offer his/her course, assignments and conduct test in independent classroom, second - for institutional level evaluation process and third - for conducting academic audit at institutional level by monitoring mentoring register, tutorial register, teacher's diary, etc. 2. Upgrade the IT infrastructure The college considers that the upgradation of its IT

infrastructure is most essential. In view of this, the IQAC submitted a proposal to the Directorate of Collegiate Education requesting financial support to augment the existing IT infrastructure of the college. The proposal comprises of (i) conversion all classrooms to modernized ICT enabled ones (ii) to set up a centralized computer facility cum online examination centre (iii) to construct a studio room for e-content development (iv) to strengthen the existing ORICE facility and (v) to convert the existing library to a completely digitized one.

3. Strengthen the Academic Research Strengthening of the existing research facility is one of the most important action points of the college. In the next academic year, the college plans to convert all its post graduate departments into research centres. Furthermore, the centralized instrumentation facility of the college will be strengthened by purchasing sophisticated research equipment. Another area of priority is to strengthen interdisciplinary, inter-departmental and inter-collegiate research activities and collaborations.