

SELF STUDY REPORT



SUBMITTED TO
**NATIONAL ASSESSMENT AND
ACCREDITATION COUNCIL**



BY

**GOVERNMENT COLLEGE,
ATTINGAL, THIRUVANANTHAPURAM DISTRICT**

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GOVERNMENT COLLEGE, ATTINGAL - EXECUTIVE

SUMMARY AND SWOC ANALYSIS

Government College, Attingal started functioning with student strength of 160 in two batches of pre-degree class of 80 each in 1975. The institution upgraded to the status of a first grade college in the academic year 1978-79 with the starting of B.Com degree course. In 1979-80, B.A Economics was started. M.A Economics was started in 1993 – 94. UG programme in B.Sc Polymer Chemistry was started in the academic year 1995-96. The B.A degree course in Communicative English under three Main System was started with the aid of UGC during the academic year 1997-98. Later BA Communicative English course was wound up following exhaustion of funds allotted by the UGC in 2000. The Post Graduate course in Commerce (M.Com.) was introduced during 1998-99. B.A History had been started during the academic year 1999-2000. From July 2004 onwards the college started conducting short duration courses through Centre for Adult Continuing Education & Extension (CACEE). The centre is offering Diploma in Computer Applications and two certificate courses in Library and Information Science and Computerised Accounting. The Economics Department of the College was upgraded as a Research Centre during the academic year 2010-2011. Post Graduate programme in Polymer Chemistry was started in 2012-13. Recently, UGC has approved the proposal to begin Community College in Automobile Engineering and Hospitality Management. The college is now approved as one of the Skill Development Centre of ASAP by the Government of Kerala.

A brief outline of the activities of the College recorded criteria- wise in the Self Study Report is given below

CURRICULAR ASPECTS

Government College, Attingal is a First Grade College offering 4 undergraduate and 3 postgraduate programmes. A Research Centre attached to the Department of Economics started functioning in 2010. Three job oriented Certificate programmes are offered by the Centre for Adult Continuing Education and Extension Centre of the College. The introduction of Choice Based Credit and Semester System in 2010 by the University, offers the College greater flexibility in offering elective and open courses at the undergraduate level. Semester System was introduced for Postgraduate programme in the year 2000. The College offers a variety of programme for soft skill development like Walk With a Scholar and Additional Skill Acquisition Programme to the student community. Teachers are actively involved in curriculum design and development of the affiliating University as they are members of academic bodies and subject experts of curriculum revision committees of UG/PG. More than 80% of the faculty participated in the workshops on curriculum revision prior to the introduction of the Choice Based Credit and Semester System. The Institution has always fostered a collaborative network with the university, research bodies and industry to further curriculum design, for higher studies and research and for internships. Recently, two workshops were organised for syllabus revision of UG programme in Commerce and Economics in the College. Dr.S.Satheeshkumar, Associate Professor of Commerce and Dr. C.Rajasekharanpillai, Associate Professor of Economics are acting as the Chairman of the board of studies for the UG courses in Commerce and Economics respectively. Dr. Francis Sunny, the former Principal of the College is a member of

Pass Board of Zoology and PG board of Aquatic Biology of Kerala University and PG board of Zoology of Kannur University. He is also a member Faculty of Science in the Kerala University. Dr.M.L.Prema, Associate Professor of History and Sri.M.Mathai, Associate Professor of Polymer Chemistry are the members of Board of Studies of History and Polymer Chemistry. The Faculty members of Polymer Chemistry Department and Commerce Department are the members of the board of external examiners to conduct practical examinations in the colleges affiliated to the University of Kerala. The goals and objectives of the College are integrated into the academic curriculum as much as possible to ensure that expected learning outcomes are attained.

TEACHING LEARNING AND EVALUATION

The admissions to the various courses were made as per the central allotment process (Online Allotment Portal) by the University. This single window scheme of the University ensures transparency in the admission process. Before the introduction of Online Allotment Portal, the College made use of specialized software for admission allocation procedures. Reservations were maintained as per the Government stipulations during each periods. Teaching methods are adopted according to the needs of students. Training programme are arranged for teachers within and outside the campus to improve the quality of teaching-learning. Remedial coaching, and Tutorial sessions are aimed at helping slow learners while advanced learners are motivated through multiple intelligence skills. Special attention is given to the physically challenged, economically and socially weaker students. The enrichment modules offered by all the departments to supplement the regular curriculum, aim at skill development/ employment and empowerment. Regular mentoring and counselling help students to

improve their academic performance and psycho-social levels. Among the thirty seven teaching faculty, six teachers have PhD as the highest qualification while five teachers have M.Phil as their highest educational qualification. A structured system for student assessment of teachers and Teachers' work diary are methods for appraisal and improvement of teacher's performance. The academic calendar and the action plan prepared at the end of each semester ensure the smooth conduct of all activities of the following semester. The College library and three department libraries have a collection of more than 25000 volumes, subscriptions to selected national and international research journals and provides access to e-journals /e-books through INFLIBNET lab. The departments organised various national level seminars and workshops for the staff and students to enable them to keep up with the latest developments in their fields.

RESEARCH, CONSULTANCY AND EXTENSION

The Post Graduate Department of Economics of the College is an approved research centre for Economics affiliated to University of Kerala. Currently, two guides are guiding a total of 10 research students in the centre. The centre has a well equipped library with a good collection of books and journals. The Post Graduate Department of Commerce has applied for upgradation of the department as a Research Centre. At present, the Commerce Department has two guides with Library and Information Science Department of University of Kerala as their research centre. Encouragement is given to teachers to avail the Faculty Development Programmes (FDP) and to take up minor and major projects of UGC. Teachers are encouraged to publish and present papers at seminars and conferences. A number of National Seminars and workshops were conducted by various departments and attended by the faculty. This shows their interest to achieve excellence in research and development. A number of research

publications of the staff in leading International /National Journals is evidence to prove the involvement of the staff in active research. The increased number of applicants for projects by faculties shows their enhanced enthusiasm in research activity. Live budget analysis, consultation relating to tax matters were the consultancy services offered by Economics and Commerce Departments . The NSS and NCC units of the college offer a number of regular and special programmes with an outreach extension objective. The Centre for Adult Continuing Education and Extension (CACEE) is well functioning in the college that offers three career oriented programmes with an external focus. The government recently declared our college as the Skill Development Centre (SDC) of ASAP.

INFRASTRUCTURE AND LEARNING RESOURCES

The college is located in the heart of Attingal Municipal town with a land area of 14.77 acres and a built up area of 8231.93 sq.metre. In the main block, the Research and Post Graduate department of Economics, Post Graduate department of Commerce, Department of English and the administrative office is located. Commerce and Economics departments have separate libraries with sufficient number of books and journals. A newly built Science block with sufficient laboratory and equipments are located near the main block. The science block is also equipped with an Edusat studio with facilities for video conferencing. The students can watch the live classes from experts using the facilities provided in the Edusat seminar hall. The Centre for Adult Continuing Education and Extension is also functioning in the newly built Science block. The department of History is functioning in the old block with sufficient number of class rooms. The Skill Development centre of ASAP is functioning in the Science Block. The central

library is functioning in a two-storied building with facilities for reading and reference. An INFLIBNET lab is also functioning in the library block. A separate block for Physical Education Department is also located in the right side of the main block. A health club and gym is also functioning in the department. A newly constructed Women's hostel is located near the history department. In addition to these there are separate rooms/blocks for NCC, NSS, IQAC and the new initiatives.

STUDENT SUPPORT AND PROGRESSION

Students are provided with extensive curricular, co-curricular and extra-curricular support in order to ensure their all round excellence and competence. The academic excellence is evident from consistent performance in the university examinations and the numbers of ranks fetched every year and remarkable pass percentage. Many of our students have cleared the UGC CSIR – NET and SET. The new initiatives of the college like ASAP, WWS and SSP are meant for supporting varying classes of the student community of the college and outside. To promote the artistic and aesthetic sense of the students different clubs like Nature Club, Literary Club, Film Club, Science Club are well functioning in the college. A women cell and counselling centre is also constituted for pacifying the problems of students. Our students secure high achievements in sports at University and state level and bagged excellent positions for many years.

GOVERNANCE, LEADERSHIP AND MANAGEMENT

The college, being a government owned institution comes directly under the control of Directorate of Collegiate Education, Government of Kerala. Thus the rules of

the Directorate of Collegiate Education are to be strictly adhered by the institution. The day- to -day activities of the college are well governed through a decentralised-participative organisational structure. The Principal and staff council are considered as the ultimate decision making authorities for the smooth functioning of the college. The staff meetings are held regularly to discuss routine and special matters for the administration of the college. Every department has been given powers to decide on the academic matters pertaining to their department. PTA and Alumni have also been given distinguished status in deliberating issues relating to overall development of the college.

INNOVATION AND BEST PRACTICES

The Internal Quality Assurance Cell (IQAC) along with the Staff Council regularly evaluates the activities of the college and are actively engaged in framing strategies for improvement or future development. The outreach programmes of the college like the short duration programmes offered through Centre for Adult Continuing Education and Extension is highly useful to the community at large and many of the students were placed in different positions after successful completion of the course. Also, the cell is generating remarkable revenue and is used for the developmental activities of the college. The new initiatives of the college like Additional Skill Acquisition Programme (ASAP) and Walk With a Scholar (WWS) programme are highly beneficial to the student community. The new initiative of the college ie. Community College Scheme is also being considered as an innovative programme, having linkages with industrial partners like Deedi Automobiles and Travancore Heritage. In addition to the above, the NCC and NSS units of our college are actively participating in community development programmes with the support of the Attingal municipality.

SWOC ANALYSIS

The following diagram depicts the Strengths, Weaknesses, Opportunities and Challenges of Government College, Attingal

<p style="text-align: center;">Strengths</p> <ul style="list-style-type: none"> ➤ Location Advantage ➤ High profile faculty ➤ High quality students ➤ Green environment ➤ Excellent university examination results ➤ Better performance of students in co-curricular activities ➤ Group dynamism and team spirit ➤ Better integration between department and students 	<p style="text-align: center;">Weaknesses</p> <ul style="list-style-type: none"> ➤ Inability to meet the students' higher education needs due to limited number of programmes ➤ Continuous change in leadership ➤ Frequent transfers ➤ Campus selection /placement is not done on a continuous basis
<p style="text-align: center;">Opportunities</p> <ul style="list-style-type: none"> ➤ Conversion of P.G.Departments into Research centres ➤ The teachers who are not having PhD are doing PhD either on FDP or on part-time basis. Within three years all faculty of the college will have PhD as their higher qualification ➤ Lot of scope for infrastructure development 	<p style="text-align: center;">Challenges</p> <ul style="list-style-type: none"> ➤ Low profile students in science stream ➤ Heavy work load for faculties is limiting factor to develop their research capabilities

PART I - INSTITUTIONAL DATA

VI. A) PROFILE OF THE COLLEGE

1. Name and address of the College:

Name : **GOVERNMENT COLLEGE**
 Address : **ATTINGAL**
 District : **THIRUVANANTHAPURAM**
 State : **KERALA**
 Pin code : **695 101**
 Website : www.governmentcollegeattingal.in

2. For communication:

Office

Name	Area/ STD code	Tel. No.	Fax No.	E-mail
Principal Prof. K.B. Laila	0470	2622398	2822398	kblaila@gmail.com
Vice-Principal Dr. M.L. Prema	0470	2622398	2622398	premasudarsanan@gmail.com
Steering Committee Coordinator - Dr. Pradeep Kumar K	0470	2622398	2622398	kpradeep68@gmail.com

Residence

Name	Area/ STD code	Tel. No.	Mobile No.
Principal Prof. K.B.Laila	0471	2	9447502107
Vice-Principal Dr. M.L.Prema	0470	2603453	9995301609
Steering Committee Coordinator – Dr. Pradeep Kumar K.	0470	2678407	9846262612

3. Status of the College

- Affiliated College
- Constituent College
- Any Other (Specify)

4. Type of Institution:

a. By Gender

- 1. For Men
- 2. For Women
- 3. Co-education

b. By Shift

- i. Regular
- ii Day
- iii Evening

5. Is it a recognised Minority Institution?

- Yes
- No

If „yes“ specify the minority status (Religious/linguistic/any other) and provide

Documentary evidence: Not Applicable

6. Sources of funding:

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

7. a. Date of establishment of the College : 29/08/1975

b. University to which the College is affiliated/or which governs the College (if it is

a Constituent College) :

UNIVERSITY OF KERALA

c. Details of UGC recognition:

Under Section	Date, Month & Year	Remarks (if any)
i. 2(f)	09-04-1990	Certificate attached
ii. 12(B)		

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

8. Does the affiliating University Act provide for conferment of autonomy (as recognised by the UGC), on its affiliated colleges?

Yes No

If „yes“, has the College applied for availing the autonomous status?

Yes No

9. Is the College recognised

a. by the UGC as a College with Potential for Excellence (CPE)?

Yes No

If „yes“ date of recognition : Not Applicable

b. for its performance by any other governmental agency?

Yes No

If „yes“, Name of the agency and

Date of recognition : Not Applicable

10. Location of the campus and area in sq.mts

Location	Semi urban
Campus Area in Acres	14.77 acres
Built up area in sq.mts	8231.93 sq.mtrs

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

Auditorium/ Seminar Complex with infrastructural facilities

1. College Auditorium: a well-structured auditorium with built up area of 5000 sq.ft with all infrastructural facilities and proper electrification.
2. Three smart class rooms for Commerce, Economics and Polymer Chemistry departments equipped with modern instruments is used for organising department level seminars and conferences.
3. An Edusat studio with required facilities is functioning and offering live classes from experts to students.

Sports Facilities

1. Play grounds
2. Gymnasium

Womens Hostel

The hostel was inaugurated on 5th December, 2013. The hostel will start functioning from the next academic year after sufficient furnishing.

Cafeteria

A canteen under the kudumbasree project of the government of Kerala is well functioning within the campus that offers food and refreshments at subsidised rates to students and staff.

Health Centre

The college doesn't have a permanent health centre with medical practitioners or nursing assistant. But the college is located in the heart of Attingal municipal town and many multi-speciality and super speciality hospitals are located within 2 kms from the college. The college maintains first aid facilities at the department of physical education.

Facilities like Banking, Post Office, Book shops etc

Within the campus, we do not have these facilities. But all these facilities are available within 1 km from the college.

The KSRTC Depot and private bus stand are located very near to the college that offers the transportation facilities to the students and staff.

Generators are installed in all departments of the college to manage electricity failure and voltage fluctuations

The College is environment friendly with facilities for wastewater disposal, solid waste management and fully plastic free campus.

12. Details of programmes offered by the institution: (last year's data)

Sl. No.	Programme Level	Name of the Programme Course	Duration (Years)	Entry Qualification	Medium of instruction	Sanctioned Student Strength	No. of students admitted
i)	Under-Graduate	B.Com	3	+2,	English	40	47
		B.A. (Economics)	3	+2	English	40	46
		B.A. (History)	3	+2	English	30	41
		B.Sc.(Polymer chemistry)	3	+2	English	32	34
ii)	Post-Graduate	M.Com.	2	Graduation	English	12	16
		M.A.(Economics)	2	Graduation	English	15	20
		M.Sc.(Polymer chemistry)	2	B.Sc.	English	12	12
iv	Ph.D	Economics		PG	English		14
iii	Certificate/ Diploma/UGC career oriented add on course	Certificate Course in Library Science and Information Technology	6mts	SSLC	English	40	40
		Certificate Course in Computerised Accounting	3mts	+2	English	40	40
		Diploma in Computer Applications	6mts	+2	English	40	40

13. Does the college offer self-financing Programmes?

Yes No

If „yes“, how many?

Three short-duration Certificate/Diploma courses are offered under the Centre for Adult Continuing Education and Extension unit at the college campus.

14. New programmes introduced in the college during the last five years if any?

Yes No Number

M.Sc. Degree Programme in Polymer Chemistry started in the academic year 2012-13.

15. List of the departments:

Faculty	Departments	UG	PG	RESEARCH
Science	Polymer Chemistry	B.Sc.	M.Sc.	Nil
Arts	Economics	B.A	M.A	Ph.D. in Economics
	History	B.A.	Nil	Nil
Commerce	Commerce	B.Com.	M.Com	Nil

16. Number of programmes offered under

- a. Annual System
- b. Semester System
- c Trimester. System

17. Number of programmes with

- a. Choice Based Credit System
- b. Inter/Multidisciplinary Approach
- c. Any other (specify and provide details)

18. Does the college offer UG and/or PG programmes in Teacher Education?

- Yes No

19. Does the College offer UG or PG programme in Physical Education?

- Yes No

20. Number of teaching and non.teaching positions in the institution.

Positions	Teaching faculty#						Non-teaching staff		Technical staff	
	Professor		Associate Professr		Assistant Professor		M*	F*	M*	F*
	M*	F*	M*	F*	M*	F*				
Sanctioned By the UGC/University/State Government <i>Recruited</i>	Nil	Nil	5	2	15	10	13	06	Nil	Nil
<i>Yet to recruit</i>	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil

Excluding Principal *M- Male *F- Female

21. Qualifications of the teaching staff

Highest Qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent Teachers							
PhD	Nil	Nil	3	2	1	Nil	6
M.Phil.	Nil	Nil	Nil	Nil	1	4	5
P.G.	Nil	Nil	2	-Nil	13	6	21
Temporary Teachers							
PhD	Nil	Nil	Nil	Nil	Nil	Nil	Nil
M.Phil	Nil	Nil	Nil	Nil	00	03	03
P.G	Nil	Nil	Nil	Nil	Nil	02	02

22. Number of Visiting faculty/Guest faculty engaged with the College 7

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

Categories	2010-11		2011-12		2012-13		2013-14	
	Male	Female	Male	Female	Male	Female	Male	Female
SC	30	89	29	91	36	95	35	81
ST	02	02	00	03	02	04	03	01
OBC	39	146	38	151	46	138	40	148
General	67	246	75	219	60	236	82	242
Total	138	483	142	464	144	473	160	472

In addition to the above, 120 students were admitted in the three short duration courses offered by the Centre for Adult Continuing Education and Extension, Govt. College, Attingal.

24. Details on students enrollment in the college during the current academic year:

Type of students	UG	PG	M.Phil.	Ph.D.	CACEE	Total
Students from the same state where the college is located	525	97	Nil	10	120	752
Students from other states of India	Nil	Nil	Nil	Nil		Nil
NRI students	Nil	Nil	Nil	Nil		Nil
Foreign students	Nil	Nil	Nil	Nil		Nil
Total	525	97	Nil	10	120	752

25. Dropout rate in UG and PG (average of the last two batches)

UG PG

26. Unit Cost of Education

(a) Including the salary component = Rs. 49326/-

(b) Excluding the salary component = Rs. 4639/-

27. Does the college offer any programme/s in distance education mode (DEP)?

Yes No

28. Provide Teacher-student ratio for each of the programme/course offered

Sl. No.	Programme	Students	Teachers	Teacher-student ratio
1	B.Sc. (Polymer Chemistry)	101	06	1:17
2	B.A. (History)	124	04	1:31
3	B.A. (Economics)	155	08	1:20
4	B.Com	145	09	1:17
5	M.Sc.(Polymer Chemistry)	24	04	1:6
6	M.A.(Economics)	41	08	1:6
7	M.Com	32	09	1:4

29. Is the college applying for

Accreditation: Cycle 1 Cycle2 Cycle 3 Cycle 4
Reassessment

30. Number of working days during the last academic year : 180 DAYS

31. Number of teaching days during the last academic year : 165 DAYS

32. Date of establishment of Internal Quality Assurance Cell : 6th JUNE, 2011

CRITERION WISE INPUTS

CRITERION I: CURRICULAR ASPECTS

1.1 CURRICULUM PLANNING AND IMPLEMENTATION

1.1.1 State the Vision, Mission and Objectives of the institution, and describe how these are communicated to the students, teachers, staff and other stakeholders?

VISION

Education chisels man to be a complete whole, ignites the spark of righteousness in him, endows him with intellect and clarity of vision, grants him the capacity to empathize and renders him ways and means to engage dynamically in the building of the society.

MISSION

To emerge as a premier public sector educational institution that imparts state – of – the art education to learners to inculcate a holistic sense of responsibility and foster confidence and self-discipline enabling them to engage with opportunities and adversity.

OBJECTIVES

- 1. To create a centre of academic excellence by imparting a new spirit of development-oriented education suited to the social needs.**

- 2. To ensure quality education through curricular, co-curricular and extra-curricular activities by ensuring peaceful, learner friendly, progressive and democratic ambience.**
- 3. To link what is learned in classrooms to the world outside and enable students to have a right attitude towards life.**

The above stated vision, mission and objectives of the institution are communicated to the stake holders through college academic calendar and college website. Also boards displaying the vision and mission of the college are exhibited in the portico of the college so that visitors can have a glance at the vision and mission of the college. Also in various college level meetings, special emphasis is given to communicate the vision, mission and objectives of the college.

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

- For proper planning and effective implementation of the academic activities of the year, an Academic Calendar is prepared by the College Council in the beginning of the academic year in tune with the Academic Calendar issued by Kerala University.
- A CBCSS co-ordinator has been appointed to orient the students in the revised curriculum and to monitor the implementation of the programme. The progress is discussed in the staff council.
- A detailed month-wise Teaching Plan of the department is prepared by the HOD to ensure time-bound completion of the courses and timely conduct of exams.

- Separate time tables and charts are drawn out by the HOD for the faculty of the department for assignments and seminars, internal assessment and evaluation, grading of results, remedial and advanced coaching, project duty etc.
- A Teacher's Diary is maintained by each teacher which is a personal record of individual time tables, class charge details, details regarding student performance and student achievements, tutorial works undertaken, remedial and advanced coaching given, mentoring done, test papers, practical and lab works, seminars and assignments conducted, invigilation, evaluation and practical duties undertaken, student projects monitored, improvisations in curriculum made based on feedback from stake holders etc. The heads of the departments periodically verify the records which in turn are duly countersigned by the Principal.
- A Weekly Workload Statement is prepared by the HOD and is handed over to the Principal for verification.

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

- Kerala University provides separate semester-wise academic schedules for the UG and PG programmes affiliated to it. On the basis of the academic schedules each department in the college prepares an action plan for completing the programme within the scheduled time period. Workshops and training were conducted by the University Curriculum Updation and syllabus revision.
- At the institutional level, teachers are encouraged to participate in the refresher courses, orientation courses, seminars and workshops to acquaint themselves with the changes in the respective subjects.

- Modern facilities like interactive boards, public addressing system and LCDs are installed in the smart classrooms for better ICT oriented teaching.
- Continuous updation is done in the general and departmental libraries based on the material requirements of students and teachers.
- The departments are encouraged to organise seminars and workshops using the fund granted either from the UGC or from the Directorate of Collegiate Education.

1.1.4 Specify the initiatives taken up or contributions made by the institution for effective curriculum delivery and transaction on the curriculum provided by the affiliating university or other statutory agency?

- Course Plan & Teaching Plan are prepared and implemented by the departments.
- The institution encourages and assists the departments to conduct seminars/workshops on areas related to the respective curriculum.
- New books related to the topics in the curriculum are purchased periodically.
- Language Lab promotes better practice of communication techniques.
- ICT enabled teaching is encouraged.
- e-journals are subscribed.
- D Space digital Library ensures effective knowledge transfer, sharing and delivery.
- The faculty is encouraged to attend workshops and orientation programmes on curriculum design and restructuring.
- Internal assessments, model examinations & assignments are conducted.
- Question banks based on the curriculum are prepared and the students inturn are provided with them.

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

- Students of the departments of Commerce and Economics do their projects and field works through tie-ups with various industries and research agencies.
- Industrial visits are conducted by the departments of Commerce. The Commerce students are taken to the Stock Exchange to get a feel of the Stock Market Business.
- The suggestions received from companies during placement are communicated in the syllabus restructuring committee during workshops
- An Entrepreneurial Development Club is functioning in the College which has tie ups with Governmental agencies promoting Medium and Small Enterprises in Kerala.

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

The following staff members are acting as chairman/member in the Board of Studies of various subjects affiliated to the University of Kerala.

1. Dr.S.Satheeshkumar Chairman, Board of studies in Commerce (Pass)
2. Dr.S. Satheeshkumar, Member, Board of Studeies in Business Management (Pass)
3. Dr.C. Rajasekharan Pillai, Member of Senette, University of Kerala.
4. Dr.C.Rajasekharan Pillai, Chairman, Board of studies in Economics (Pass)

5. Dr.C.Rajasekharan Pillai, Member, Advisory Board and Expert Committee, Continuing Education, University of Kerala
6. Dr. Francis Sunny, Member, Board of Studies in Zoology (Pass) (UG and PG) and Board of Studies in Aquatic Biology (Pass)
7. Dr.M.L.Prema, Member, Board of Studies in History
8. Sri.M.Mathai, Member, Board of Studies in Polymer Chemistry
9. Dr. Pradeep Kumar K., Chairman, Board of BBA Degree Programme (Pass)

During the last academic year two syllabi-restructuring workshops were organised in the College for syllabi revision of UG programmes in Commerce and Economics

The three-day workshop for restructuring/ revising the syllabi of the First degree programme in Commerce was coordinated by Dr.S.Satheeshkumar, Chairman, Board of studies in Commerce (Pass)

The faculty members of the department actively participated in giving suggestions and modifications in the existing syllabus

A two-day workshop for restructuring/revising First Degree Programme in Economics was coordinated by Dr.C.Rajasekharanpillai, Chairman, U.G. board of studies in Economics. All participants in the workshop contributed positively for revising the syllabus in various subjects in Economics.

Also due representation was made by Dr.M.L.Prema and Sri.M.Mathai in revising the syllabus for B.A (History) and B.Sc. (Polymer Chemistry) respectively.

As per the new regulations in CBCSS, model question papers are prepared by the respective faculty members in accordance with the indirect grading system implemented from 2013 onwards.

Sri.M.Mathai is acting as the college level coordinator for implementing the CBCSS pattern for all UG level programmes offered by the college. In addition, he is active in presenting the concerns of the faculty members at the University level meeting in connection with CBCSS programmes.

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

For regular programmes, the college follows the syllabus as prescribed by the University of Kerala.

Also for courses offered under Centre of Adult and Continuing Education and Extension, University approves the syllabus prescribed by the centre.

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

- Department meetings are conducted regularly to discuss the progress of academic and co-curricular activities.
- Two model examinations in the prescribed university question model format are conducted in each semester.
- Class PTA and General PTA are convened from time to time to evaluate student progress and academic achievements.

- Feedback from students and other stake holders are collected and analysed in each semester.
- The academic council of the college meets every month to analyse the implementation of curriculum in time.
- At the end of each semester the academic council conducts result analysis and makes recommendations.

1.2 ACADEMIC FLEXIBILITY

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

The Centre for Adult Continuing Education and Extension of the College offers the following three courses open to public for special skill development.

1. Certificate Course in Computerised Accounting
2. Certificate Course in Library and Information Science
3. Diploma in Computer Applications

In addition to that, soft skill and special skill development programmes were offered under Additional Skill Acquisition Programme (ASAP) sponsored by the Department of Higher Education, Government of Kerala. The first batch of students has completed their 180 hours foundation module and doing their skill courses in Accounting, Printing, Journalism and electronics

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

No. The Kerala University statute prohibits the dual degree or twinning programmes.

1.2.3 Give the details on various institutional provisions with reference to academic flexibility and how it has been helpful to students in terms of skill development,

academic mobility, progression to higher studies and improved potential for employability.

Range of Core/Elective options offered by the University and those opted by the college

The core courses offered in the UG programmes under CBCSS have no options available to the college as per the regulations in the syllabus. The following is the number of core courses coming under the UG programmes offered by the College

1. B.Sc. Polymer Chemistry - 14 core courses
2. B.Com - 16 core courses
3. B.A. (Economics) - 14 core courses
4. B.A. (History) - 17 core courses

The elective options are available only to the following programmes

Name of Programme	Elective/Core options by University	Elective/Core options opted by the College
B.Com	1. Finance 2. Co-operation 3. Travel and Tourism 4. Insurance and Banking 5. Computer Applications	Computer Applications
B.Sc. Polymer Chemistry	1. Advanced Polymer Chemistry	Advanced Polymer Chemistry

Choice Based Credit and Semester System and range of subject options

The 4 UG programmes offered by the college follows the CBCSS with a range of the following subject options in each programme.

Programme	Courses	Credits	Total Credits
B.Sc. Polymer Chemistry	14 Core courses	46	120
	09 Complementary courses	28	
	02 Foundation Courses	05	
	01 Elective Course	02	
	01 Open Course	02	
	04 Courses in Additional Language (Hindi/Malayalam/Arabic)	14	
	04 Language Courses	19	
	01 Project	04	
B.Com	16 Core courses	57	120
	04 Complementary courses	12	
	02 Foundations Courses	05	
	02 Courses in Additional Languages(Hindi/Arabic/Malayalam)	08	
	04 Language Courses	14	
	04 Elective Courses	18	
	02 Open Courses	02	
	01 Project Work	04	
B.A. (Economics)	14 Core courses	52	120
	08 Complementary courses	22	
	02 Foundation courses	05	

	04 Courses in Additional Language (Hindi/Malayalam/ Arabic)	14	
	06 Language courses	19	
	02 Open Courses	04	
	01 Project	04	
B.A. (History)	17 Core Courses	52	120
	8 Complementary Courses	22	
	02 Foundation Courses	05	
	02 Open Courses	04	
	04 Courses in Additional Languages (Malayalam/Hindi/Arabic)	14	
	04 Language Courses	19	
	01 Project	04	

Courses offered in modular form

All the courses in the UG and PG programmes are designed in the modular form.

Credit transfer and accumulation facility

No guidelines are existing to transfer credit from one University to another or to another programme in the curriculum as designed for the University of Kerala.

Lateral and Vertical mobility within and across programmes and courses

The affiliating University does not permit lateral mobility across programmes. However, the Open courses for the V and VI Semesters of UG programmes give opportunity for lateral mobility within the programme

Enrichment Courses

The skill development programmes offered through ASAP help the students in acquiring special skills in different areas.

1.2.4 Does the institution offer self-financed programmes? If 'yes' list them and indicate how they differ from other programmes, with reference to admission, curriculum, fee structure, teacher qualification, salary etc.

The Centre for Adult Continuing Education and Extension of the College at present offers three self financed programmes as listed below

Programme	Duration	Fee structure	Number of students
1. Diploma in Computer Applicatins	6 months (300 hours)	Rs.6000	40
2. Certificate Course in Library and Information Technology	6 months (300 hours)	Rs.6000	40
3. Certificate Course in Computerised Accounting	3 months (100 hours)	Rs.3000	40

The admission to the above programmes were made on „first come first serve“ basis but the number of seats is limited to 40 for each programme. The University provide a well designed curriculum of the Certificate courses and the curriulum for Diploma in Computer Applications is prepared by the Centre and get approved by the University of Kerala. Out of the total fee collected from each student, 35% should be given to the University which is responsible for conducting the theory and practical examinations and for issuance of marklists and certificates. The classes in this Centre are sheduled on Saturdays and Sundays from 10 a.m. to 4 p.m.. The teachers of

nearby colleges with specialisation in the respective subject are invited to handle classes for the programme. A remuneration of Rs.250 per hour is allocated to the visiting faculty. The revenue generated from the programme is utilised for the general development of the College.

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

Yes. The programmes offered by the Centre for Adult Continuing Education and Extension are additional skill oriented programme offered by the college as they are considered to be relevant to regional and global employment markets. Likewise, the Additional Skill Acquisition Programme sponsored by the Higher Education Department of Government of Kerala has approved the Government College Attingal as the Skill Development Centre in the area. Many soft skill development programmes are offered to students of the college and nearby educational institutions through this programme.

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

The affiliating University does not provide such flexibility.

1.3 CURRICULUM ENRICHMENT

1.3.1 Describe the efforts made by the institution to supplement the University's Curriculum to ensure that the academic programmes and Institution's goals and objectives are integrated?

The following are some of the important efforts made by the college to integrate the academic programmes of the university with the institution's goals and objectives

- An orientation programme is offered to the freshers to acclimatize them to the college atmosphere.
- Special care is taken to bridge the gap between the required knowledge for the curriculum and competency of the new entrants through personal interaction offered in the first week of the first semester.
- Seminars/ lectures/ workshops etc are conducted which promote intellectual enquiry and independent thinking of students.
- ICT enabled teaching is encouraged in all courses
- Optimum use of the departmental libraries and the general library is ensured.
- Field trips, study tours, industrial visits, community development programmes etc are conducted to enhance co-operation and ensure social service.

1.3.2 What are the efforts made by the institution to enrich and organize the curriculum to enhance the experiences of the students so as to cope with the needs of the dynamic employment market?

- The placement cell and Equal opportunity cell having interaction with external recruiting agencies and industries enable the students to understand the current trends in the employment market and provide training to them .

- The „ feedback“ on programmes and courses from the alumni, students and teacher organisations were properly analysed, and makes representations to the University.
- The active participation of faculty members in the seminars, and symposiums, conducted by the University on Syllabus Modification helps to design the curriculum based on the changing needs of dynamic employment market.
- During last year, two syllabus revision workshops were organised at the College by the departments of Commerce and Economics to revise the existing syllabus in tune with the changing needs of the employment market

1.3.3 Enumerate the efforts made by the institution to integrate the cross cutting issues such as Gender, Climate Change, Environmental Education, Human Rights, ICT etc., into the curriculum?

The various departments and other specialised bodies are active in integrating the cross cutting issues such as gender, climate change environmental education, human rights, ICT etc. into the curriculum. The following are some of the important initiatives taken in this direction.

- The P.G. Department of Commerce has organised an one day national seminar on Women Rights and State Development using the grant received from National Human Rights Commission
- A two-day national seminar on “Responsible Tourism” has been organised in the College which focusses on climate change and environmental education among students
- The Women Cell of the college has organised lectures on women rights and other specific gender issues on various occasions.

- The P.G.Department of Economics has organised an one day national seminar on Human Rights sponsored by National Human Rights Commission.
- Special coaching is given to the teaching faculty to use Interactive boards and LCDs to promote ICT oriented teaching –learning process
- All the students are taught issues related to environment through the environmental studies which is a foundation course as per university curriculum
- Likewise, Informatics is also taught to students to get them acquainted with the changes in the field of Information and Communication Technology
- Special days such as International Women’s Day, International Human Rights Day, Ozone Day, World Food Day, World Forest Day, World Water Day, World Environment Day, Alzheimer’s Day, AIDS Day, Wild Life Week etc are observed by conducting seminars, chart and poster exhibitions, processions, street plays etc.

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

Moral and Ethical values

To instil moral and social responsibility among students, value education classes and value orientation programmes were organised under the auspices of N.S.S. and Walk With a Scholar Programme.

Employable and Life skills

The Career Guidance and the Placement Cell of the college organize training programmes, workshops and seminars to improve the employability and life skills of the students. The seminars, lectures and work shops conducted by the departments are in tune with the demands of the employment market and the challenges in acquiring life skills. The skill development programmes offered by ASAP also facilitates in improving

the employability and life skills of students.

Better Career Options

Here also the Career guidance and Placement Cell of the College helps the students in preparing CV and trains them to participate in interviews and give awareness regarding better career options in their related educational fields.

Community orientation

Two N.S.S. units and one N.C.C. unit of the college actively perform programmes related to community orientation as part of their regular and special camping programmes.

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

1. The feedback from students regarding the repetitions in the course contents in the elective and foundation courses in Commerce ie. Information Technology for Business and Informtics was avoided at the Workshop organised by the University of Kerala for revising the existing curriculum.
2. Dr. S. Satheesh Kumar of the Department of Commerce who is also the acting Chairman of Board of studies in Commerce actively represent the University for modifications to be made in the existing syllabus for First Degree Programme in Commerce.
3. A two day workshop for curriculum revision was also organised in the Department of Economics under the coordinatorship of Dr.C. Rajasekharanpillai who is the chairman of board of studies in Economics.
4. The revisions made in the syllabus were based on the feedback given by students

and parents of the college.

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

All the programmes offered by the college is regularly monitored and evaluated by the Principal after collecting feedback from the stakeholders. The concerns regarding the programmes are discussed at the meeting of the staff council and corrective actions are taken immediately. The coordinators of all the programmes are responsible to present the report of their work done on a regular basis.

1.4 FEEDBACK SYSTEM

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

The CBCSS system for UG course needs revision every three years. During this academic year two such workshops were hosted by the Government College, Attingal. The first workshop was organised by the Postgraduate department of commerce for three days where due representations were made by the faculty members in redesigning the existing curriculum for Commerce. Likewise, in the two-day workshop organised in the post graduate department of economics, all the faculty members actively contributed for making the syllabus in accordance with the present day changes happening in the economic environment.

The new regulations in CBCSS call for drastic changes in the evaluation of students. In this connection university model question papers are prepared by the faculty members of

Commerce as per the new regulations in the evaluation pattern.

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

Students: Interaction of the faculty and the students is an effective measure through which the college obtains feedback from the students. The Internal Quality Assurance Cell (IQAC) periodically collects the written feedback of students to evaluate the curriculum and also the teachers.

Alumni: The feedbacks obtained from the alumni are reported and suggested by the faculty in the workshops and meetings conducted by the University for making changes in the Curriculum for its enrichment.

Parents: The parents are invited to the college and the concerned departments in order to interact with the teachers. Written feedback is obtained in the interactive sessions as well as during the Open House.

Employers: The employers give their feedback with regard to the curriculum and the industry requirements during the meetings and interactions with the Principal and the Placement Cell of the college.

Academic Peers: The departments have started collecting feedback from the academic peers. The members of the faculty also get feedbacks from their interactions with academic peers of other colleges during centralized evaluation, seminars and faculty development programmes. Through such interactions, various suggestions and modifications are discussed and conveyed to the Board.

Community: The general acceptance of the course programmes by the students and their parents is a sign of acceptance on the part of the community also. Besides, there are community linked programmes initiated by the college, during which the college authorities meet the members of the local community and interact with them and obtain sufficient feedback of the academic activities going inside the campus.

The suggestions made on the above feedbacks are conveyed to the University through teachers who are members of the board of studies or those who are attending seminars/workshops on Curriculum development.

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

MSc in Polymer Chemistry was introduced in 2010-11. The programmes are introduced based on the higher educational needs of the students.

1.4.4 Any other relevant information regarding curricular aspects which the college would like to include.

During the last academic year, we have applied for new courses based on demand and employability. The University has approved the programmes B.A. degree in English, B.Sc. in Physics and M.A. in History and is awaiting approval from the Government of Kerala.

CRITERION II: TEACHING - LEARNING AND EVALUATION

2.1 Student Enrollment and Profile

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

The admissions to various courses in the college are done through a centralized online allotment process, ie. Online Allotment Portal (OAP), regulated by the university. The university allots the seats according to the guidelines prescribed by the government. The University of Kerala, to which the college is affiliated, introduced the Online Allotment Process from the year 2010 and the admission process has been practised through this new single window procedure. The information about the commencement of admission during the academic year , the date of submitting the application for admission, cost of fees for application, the last date for submission of application etc, are intimated by the University through the regional and national newspapers. The college website provides information about the history and the courses offered by the institution. An Admission Committee comprising of the Principal, heads of the departments, members of the teaching staff, non-teaching staff and the PTA executive is in charge of the whole process of student's admission. The admission process begins as the university initiates the allotment procedure. The list of selected candidates is uploaded to the University after each day's admission. After the admission process, the list of students admitted on merit and on statutory reservation basis are displayed on the college notice board, and a copy of the same is sent to the University.

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

Admissions to UG & PG Programmes

The institution adheres to the rules and regulations, regarding the admission procedure, prescribed by the University of Kerala and the Government of Kerala.

Admissions to Centre for Adult Continuing Education and Extension (CACEE)

The CACEE centre in the institution offers Short term Certificate Courses in three programmes. Each course has its own norms of eligibility. Candidates with the prescribed qualifications are eligible to be admitted to the programme on a first come first serve basis.

Admissions to New Initiative Programmes

The College offers new initiative programmes like ASAP, WWS and SSP. The Coordinators select students for these programmes according to the criterion of selection to be followed. The students studying in the college are only eligible for admission to WWS and SSP while in ASAP students from nearby educational institutions were also admitted.

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

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

INDEX MARKS OBTAINED BY STUDENTS IN THE QUALIFYING EXAMINATION							
Programme	year	Open Category		SC/ST		Any other college	
		Highest index	Lowest index	Highest index	Lowest index	Highest index	Lowest index
B.Com	2009-10	1310	1214	1156	753	1285	1100
	2010-11	1312	1235	1179	797	1291	1108
	2011-12	1314	1240	1233	842	1293	1124
	2012-13	1317	1244	1181	886	1304	1143
	2013-14	1393	1204	1129	931	1325	1191
B.A. (Economics)	2009-10	1295	1048	998	678	1079	842
	2010-11	1316	1064	1012	720	1197	1048
	2011-12	1320	1082	1021	760	1284	1052
	2012-13	1329	1084	1023	794	1158	1068
	2013-14	1357	1107	1071	898	1210	1095
B.A. (History)	2009-10	1086	979	965	798	573	425
	2010-11	1099	986	948	754	1144	748
	2011-12	1123	1045	996	840	1131	842
	2012-13	1151	1067	1018	848	1121	840
	2013-14	1266	936	999	912	1183	991
B.Sc. (Polymer Chemistry)	2009-10	997	897	887	685	1100	987
	2010-11	1129	967	956	702	1210	1005
	2011-12	1198	1074	1002	760	1270	1032
	2012-13	1283	1123	782.33	709	1298	1078
	2013-14	1243	901	1080	795	1254	998
M.Com	2009-10	872	644	632	468	894	637
	2010-11	868	701	578	454	904	539
	2011-12	865	659	565	456	879	623
	2012-13	876	559	545	476	912	645
	2013-14	890	750	840	397	884	678
M.A.(ECONOMICS)	2009-10	798	598	593	446	834	547
	2010-11	812	579	553	457	876	567
	2011-12	798	602	598	472	856	499
	2012-13	843	613	604	457	859	512
	2013-14	853	615	621	458	854	457
M.Sc. POLYMER CHEMISTRY	2012-13	765	658	Nil	Nil	890	732
	2013-14	859	821	Nil	Nil	932	831

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

The institution assures that all admissions done are as per the norms and regulations of the University of Kerala and the State Government. Students are admitted to each programme after careful scrutiny of their credentials and qualifications, and the admission process is undertaken by the Admission Committee, which in turn meticulously reviews the process. There is no common programme to assess a student's knowledge and skills before the commencement of the course. Immediately after the commencement of the classes, the tutors concerned will have interactive sessions with the students to identify their level of knowledge and skills as well as their drawbacks in academic and extracurricular activities so as to give due attention and guidance to improve them

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

SC/ST

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

OBC

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

Women

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

Differently abled (Person with Disability)

One seat is reserved for the Person with Disability (PWD) students in each programme as per the rules of the Government of Kerala.

Economically weaker sections

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

Minority community

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

Any other

Sports Reservation:

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

Reservation for students belonging to different categories in percentage

SL. No	Category	Percentage
1	SC	15
2	ST	05
3	OBC 1. Ezhava - 8 % 2. Muslim - 7 % 3. OBC Hindu - 3 % 4. LC/SIUC - 1 % 5. OBC Christian - 1 % TOTAL :	20
4	BPL (Forward Caste)	10
5	Differently Abled (PWD)	01
6	Sports Quota	1 seat

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

Programme		Number of Applications Recieved	Number of students admitted	Demand Ratio
UG	Year			
B.Com	2009-10	1243	48	1:26
	2010-11	1258	47	1:27

B.A. (Economics)	2009-10	1324	46	1:28
	2010-11	1333	46	1:29
B.A. History	2009-10	786	41	1:19
	2010-11	823	42	1:20
B.Sc.Polymer Chemistry	2009-10	698	34	1:21
	2010-11	653	35	1:19
PG	Year			
M.com	2009-10	113	16	1:7
M.A. Economics	2009-10	117	20	1:6
M.sc Polymer Chemistry	2011-12	OAP	12	N.A

Students were admitted in the P.G. programmes based on the centralised allotment process by the Univeristy of Kerala from the academic year 2010-11 onwards. Also the UG programmes come under the online allotment process from the academic year 2011-12 onwards. The university regulates the admissions to affiliated colleges through a single widndow scheme using the Online Allotment Portal. At the time of admissions, it is seen that most of the students admitted to various programmes offered by the college provide first preference to Government College, Attingal for undergoing the programme. It is also evident from the highest index marks required for entry into programmes offered through this institution.

2.2 Catering to Student Diversity

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

Seats are reserved for differently-abled students as per the regulations prescribed by the Government of Kerala. The institution pays special attention to their needs even though they are a minority. In this effort, Audio CDs are available in the library for the visually challenged. Government stipends are also made available to the differently-abled. Further, the institution offers the provision for scribes in written examinations.

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

Yes. The Academic Council of the college directs tutors to collect profiles of the students and to conduct small tests at the beginning of every academic programme. This helps to a great extent in assessing the capabilities and limitations of a student. Subsequently the students are subjected to various methods of evaluations like vocal responses, individual responses and written tests. Based on their performance, students are identified as slow, average and advanced learners.

2.2.3 What are the strategies adopted by the institution to bridge the knowledge gap of the enrolled students (Bridge/Remedial/ Add-on/Enrichment Courses, etc.) to enable them to cope with the programme of their choice?

The college conducts an orientation programme for the new entrants to give an introduction to the Programme details, Evaluation system, Campus rules and regulations, Library and other infrastructural facilities, co-curricular and extracurricular activities like Sports, NSS and student support services like Anti ragging cell, Grievance Redressal Cell, Career guidance Cell etc.

Additional academic support is given to the students belonging to SC, ST, OBC (Non-Creamy layer) and minority communities through remedial classes. The teachers in charge of the remedial classes schedule the time table and usually coaching is given before or after regular college hours. Additional reading materials and academic support are given to these students and their academic performance is monitored. The teachers of various departments engage together in this process and report the developments with the Heads of the respective Departments. The college has an established evaluation system to evaluate the students enrolled under this programme.

Apart from imparting text book knowledge to the students the institution offers various opportunities to enrich the knowledge of the scholars. Eminent Scientists and Academicians are invited to the college every year and the students are encouraged to interact with them. This has been significant in taking our students to areas of knowledge hitherto unknown to them. Regional, state and national Workshops and Seminars organized every year help the students to update their knowledge in different discipline. Students are also encouraged to participate in quiz programmes, seminars, conferences and workshops organized by other institutions and universities. Assignments and class seminars are given to the students to widen their horizons of learning and to enhance their academic performance and interactive capabilities.

As stated in the vision statement of the institution, we take it as our responsibility to groom our students. Meritorious students with possibilities of achieving greater academic and professional heights are identified and their energies are channelised in this respect. The college conducts two enrichment programmes funded by the Government of Kerala- Walk With a Scholar Programme and Additional Skill Acquisition Programme (ASAP)

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

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

Additional Skill Acquisition Programme aims at developing the latent skills in graduate students so that they can find employment. The programme was started in Govt College, Attingal in 2012 itself with 30 students. The first batch completed their 180 hours foundation module and now they are engaged in their skill courses in Accounting, Printing, Journalism and electronics with high level of interest. The confidence level of the students has increased in terms of level of communication and presentation skills.

We were able to start the second batch of students in October 2013 and now they are undergoing the skill course which was commenced on last week of March 2014.

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

The **Student Counselling Centre** functioning in the college gives adequate support to the students in times of difficulties. If needed the counseling centre also seeks the help of professional counsellors. The feedback from the centre is of great help in identifying and resolving the problems faced by the students.

The **Women's Cell** regularly organizes gender sensitization programmes in the college. The cell finds it essential to develop awareness towards gender equality in the students. The students are given opportunities to interact with members of judiciary, Human Rights Commission, social activists and artists. This has proved to be a healthy practice in educating the students in gender related issues. Last year the cell organized an event under KSWDC's gender awareness campaign Transcending Boundaries Strengthening Lives led by Dr Mallika V Sarabhai, in this a short film titled „Unarthpattu”- the song of awakening directed by Yadavan Chandran was screened. The students found it encouraging and empowering them to meet the challenges of the world. A unique feature of the institution is that boys are also included in such programmes organized by the Women's Cell. This has been instrumental in changing their perspectives on gender related issues.

The **Equal Opportunity Centre** of the college is aimed at conducting seminars, lectures and classes to include and uplift the students from the marginalized sectors of the society into the main stream. The SC/ST and other backward communities as well as other deserving students are provided financial assistance other than the government aid. The departments also provide study aids and separate financial assistance including supporting their field trips and study tours to include them in the mainstream. Special attention in remedial coaching is imparted to the above students to help them improve in academics

The **Nature Club** in the college has played an important role in imparting progressive values regarding the conservation of environment. The club also joins hands with the Social Forestry Wing of the Forest Department, Government of Kerala to keep the campus green,

clean and plastic free. Important days like world earth day, forest day and environment day are observed in the college. The bio-gas plant in the college plays a major role in keeping the campus litter free. The authorities have taken care in keeping all the buildings constructed in the college environment friendly. The natural landscape has been maintained so that drainage flows are never interrupted. Rain water harvesting project is under implementation level in the campus for water conservation

Anti-ragging Cell, Anti-sexual harassment Cell, SC/ST and Minority Cell, NSS and NCC undertake programmes to sensitize the students on issues related to gender, inclusion, human rights, legal literacy, environment and other relevant issues.

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

The institution follows various methods to identify slow and advanced learners. A detailed bio-data form filled by the student, which is retained by the tutor, throws light on the general background of the student. Evaluation of previous academic records, self introduction session on the commencement day, test papers, interaction with students, seminars, assignments, group discussions and distribution and collection of student's response sheet helps to identify the capabilities of the learner. Students who raise thought provoking queries and respond promptly in the classroom interactions are also identified.

The college acknowledges the advanced learners by rewarding them with mementos, certificates, cash awards and medals. The advanced learners are encouraged to take special assignments and application level problems of the subject to increase their proficiency level. They are encouraged to help the slow learners. They are also encouraged to participate in quiz and seminars conducted by the college as well as other educational agencies/institutions. The college and the department libraries are enriched with books and journals for advanced

readings. The advanced learners are encouraged to use the sophisticated resources of the college library like reference books, INFLIBNET, EDUSAT etc. The advanced learners are selected to participate in student enrichment programmes like Additional Skill Acquisition Programme (ASAP). Students who secure high grades in the University examinations are given orientation and motivation talks on Civil Service Examinations and further guidance is provided to interested candidates. Advanced learners in PG Level in the college are given UGC NET coaching. They are encouraged to attend national and international seminars / workshops organized by other colleges.

2.2.6 How does the institute collect, analyze and use the data and information on the academic performance (through the programme duration) of the students at risk of drop out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc. who may discontinue their studies if some sort of support is not provided)?

The institution is sensitive to the problems and challenges of the students, especially those from the disadvantaged and economically weaker sections of society and the physically challenged and slow learners. The data and information regarding their academic performance are collected from the student profiles prepared and updated annually. These are analyzed by the class teacher and the Head of the department of the respective departments and action is taken thereupon. The data collected by the Admission Committee is also analyzed for this purpose.

Tutorial System and Mentoring are effective measures to keep track of the performance and drop out risk of such students. The academic performances of these students are monitored through the internal assessments, surprise tests, assignments and seminars

conducted regularly. The response of the students to oral revisions by question- answer method and to home assignments given is also criteria for evaluating them.

Student attendance is regularly monitored and analyzed every week by the class teacher and at the end of each month by the Head of the Department. Month-wise attendance is displayed on the department notice board. Those students with attendance shortage, who obviously belong to the drop-out risk group, are counselled and warned and their parents are called in. Sometimes house visits are also made for the purpose. Many of these house visits which generated a closer interaction between the parents and the teachers resulted in marked improvements in their ward's attendance in the college. Economically weak ones are supported with scholarships like Post Matric Scholarship, Central Sector Scholarship and State Merit Scholarship,. Financial support from department faculty members, are also extended to deserving students. PTA also provides financial aid for the economically weak students.

The institution has devised measures like orientation programmes and lectures conducted by the Equal Opportunity Centre, personality development programmes and life skills programmes, remedial coaching, mentoring, counselling, monitoring of attendance and parental interaction sought in case of shortage and financial support to the deprived students to improve their academic performance which have been fruitful in this respect.

2.3 Teaching-Learning Process

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

Government College, Attingal is affiliated to the University of Kerala and has to adhere to the academic calendar published by the University. At the beginning of each academic

year, faculty meetings are held in all the departments and an academic programme, following the academic calendar of the university, for the Semester is prepared in consultation with the Principal.

At the start of each semester, a teacher prepares a semester plan of teaching and forwards a copy of it to the IQAC by the Head of Department concerned. Periodic review in department council helps to know the progress, identify the difficulties, and act appropriately to ensure the committed coverage of the syllabi.

Each faculty member has a Statement of Classes Engaged Sheet to record the daily progress of the plan. Towards the end of the semester, Departments issue special time tables to facilitate effective time and resource management.

All the laboratories in the college work according to a pre-planned schedule. Charts and procedures for all the experiments are prepared and made available to students. The departments also carry out internal assessment based on students' performance in class tests, assignments, seminar presentations, and attendance. The teachers take class attendance for each hour and the statement is reviewed weekly and consolidated semester-wise. The final evaluation of students is made according to the university schedule. Towards the end of each semester, the Head of the Departments publishes the internal grade sheets on the notice board and complaints received, if any, are rectified and forwarded to the university. The university conducts theory and practical examinations and carries out the evaluation. The results of examinations are declared and score cards are issued by the university.

Respective subject teachers communicate evaluation blue print at the beginning of the semester and assessments are carried out as per the scheme of evaluation followed by the affiliating university.

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

IQAC has been instrumental in promoting quality enhancement and sustenance through self-appraisal, evaluation and feedbacks. Feedbacks from various sources play a crucial role in assessing the teaching and learning process. These are obtained through Student feedback forms, Suggestion boxes placed at the most accessible spots, Personal feedbacks, communication from students and to some extent from peer assessment.

Improvement of the infrastructure for effective teaching - learning is also a prime concern of IQAC. There has been a remarkable progress in this area during the last few years. 03 Smart board, 07 LCDs, 60 Desktops, 12 Laptops, 01 OHP, 01 Plasma TV, 2 VCPs, Audio/video CDs, Teaching models and charts add to the list of equipment. As part of improving the facilities a Language Lab, IT lab, Seminar hall, Edusat Hall and IT supported spacious library has been constructed. IQAC promotes quality enhancement, to keep abreast with the latest innovations and concepts in teaching and learning. Seminars and workshops are organized periodically to get exposed to the recent trends. Faculty members have the provision for availing FDP under UGC for undertaking research degree. A total of five faculty members have availed this facility in the last plan period. Teachers are given opportunity to attend seminars, workshops and conferences organized by universities, organizations and other institutions. Participation of faculty in orientation and refresher courses conducted by academic staff colleges of different universities is also promoted. As a reflection of the social as well as academic commitment, faculty members are encouraged to undertake Research projects and publish their findings as research papers and articles. Above all, teachers are motivated to be resource persons within and outside the institution. Opportunity for interaction with external experts is also utilized whenever possible.

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

The new Choice Based Credit and Semester system introduced in colleges calls for shifting learning from a teacher- centric to a student-centric platform. The reforms carried out in the curriculum, particularly the grading and the evaluation criteria, are highly transparent in nature. The course-wise assignments, seminars, presentations, research-oriented projects etc. help to promote interactive learning, collaborative learning and independent learning among students. The re-structured model of question papers demands wider and deeper knowledge of the subject and its application in practical life in turn leads to self-learning and self-improvement among students.

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

. Creative thinking and writing skills of students is improved through encouraging them to design and contribute articles in manuscript magazines and college magazines. Students are also encouraged to produce documentaries and short films to develop their creative talents. . Participation in NSS, and various clubs like Nature Club, Science Club and Literary Club boost their team working skills, self esteem, and individuality. Science subjects offer practical classes which promote learning through experiments, dissections and activities. All the students of VI semester undertake projects in the core course as part of their UG programme. The institution provides EDUSAT facility and INFLIBNET facility to all students to gather up-to-date information and to cope with the modern technology

2.3.5 What are the technologies and facilities available and used by the faculty for effective teaching? Eg: Virtual laboratories, e-learning - resources from National

Programme on Technology Enhanced Learning (NPTEL) and National Mission on Education through Information and Communication Technology (NME-ICT), open educational resources, mobile education, etc.

The college is equipped with overhead projectors, interactive boards, LCD projectors and the entire faculty members and students have access to Wi-Fi broadband internet. All the departments and library have broad band internet facility. The faculty members make use of this facility to update their knowledge, improve teaching using power point presentations and visuals. Interactive board available in the PG departments is put to optimum use for effective teaching. Every department and lab is furnished with scanners and printers which can be easily accessed by the faculty members.

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

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

- The students are kept abreast of the latest knowledge gathered from news papers, journals, e-journals, magazines, and books available in the library.
- Guest lectures, seminars, symposiums etc. on topics dealing with the recent development in the concerned subject are conducted.
- Students attend seminars, workshops and conferences on current topics in the core subjects.
- Teachers present and publish research papers in academic seminars.

- Teachers are encouraged to do minor/ major projects and research.
- The students are encouraged to participate in challenging competitions conducted by various educational institutions.
- The teachers make use of the internet facilities in their home and in the departments. They collect and provide the updated information in their subjects to the students.
- To improve their professional skills and to keep updated with the recent trends in their respective subjects the faculty attends Seminars /Workshops/ Conferences/Refresher/ Orientation courses.

The following is the participation list of faculty in various seminars/conference/workshops

Sl. No	Name & Designation	Seminar/Conference/Workshop	Theme/Title	Organiser/Paper presenter/Participant	Organised by	Date/Period
1	Dr. M.L.Prema, Associate Professor, Department of History	Conference	Annual Session of South Indian History Congress	Participant		
		Conference	Annual Session of Association of Third World Studies	Participant	Association of Third World Studies, South Asia Chapter	
		National Seminar	Responsible Tourism	Participant	P.G. Department of Commerce, Govt. College, Attingal	28 th and 29 th November, 2013
		Workshop	Advanced Research Methodology	Participant	P.G. Department of Economics	17- 19 December 2013
2	Dr.C. Rajasekharan Pillai, Associate Professor, P.G.Department of Economics	National Seminar	Impact of Globalisation in decentralised planning era	Paper presenter	Govt. College, Nedumangad	29 th November, 2004
		National Seminar	Research Methodology and Research in Economics: a case study	Paper Presenter	Govt. Arts College, Kozhikode	11 th January, 2005
		National Seminar	Need for Proper Management for the Development of UDCs	Paper presenter	Govt. College, Attingal	7 th February, 2007
		National Seminar	Need for total liberalisation in the retail business sector of India	Paper presenter	Govt. College, Attingal	February, 2008
		National Seminar	Problems and Prospects of Indo-ASEAN free trade agreement	Paper Presenter	Govt. Arts College, Thiruvananthapuram	3 rd December, 2009
		National Seminar	Impact of Global Recession in the Foreign Trade of India	Paper Presenter	Govt. College, Attingal	8 th December, 2009
		Workshop	Workshop for Teachers of Business Economics at the P.G.level	Participant	Govt. College for Women, Thiruvananthapuram	8 th to 10 th December, 2009
		Workshop	National Workshop on Personal Effectiveness	Participant	Govt. College, Attingal	21 st to 25 th February, 2005
3	Dr. S. Sathesh Kumar	National Seminar	The Impact of the Entry of Multinational	Organisor	Govt College , Attingal	27 th and 28 th November,

	Associate Professor P.G. Department of Commerce	funded by UGC	Corporations in the Retail Business Scenario in Kerala			2008
		National Seminar sponsored by Director of Collegiate Education	The Role of Public Private Partnership (PPP) in the Infrastructure Sector Development of Kerala	Organisor	Govt. College, Attingal	11 th and 12 th March,2010
		One day	sattelite workshop on introduction of Business Studies in School Curriculum in Kerala	Participant	Commerce Association of Kerala	01/11/1997
		Workshop	Workshop on the Revision of M.Com curriculum	Participant	P.G. Board of Studies, University of Kerala	07/06/2004 to 11/06/2004
		Three- day Workshop	Research Methods in Commerce and Management Statistical Applications	Participant	Department of Commerce, Arts College, Thiruvananthapuram	16/02/2005 to 18/02/2005
		Workshop	Reviewing and Restructuring the B.Com. curriculum	Participant	Board of Studies in Commerce (Pass) University of Kerala	05/10/2005 to 06/10/2005
		Five-day workshop	Curriculum Design in connection with the restructuring of Undergraduate Courses in Commerce	Participant	Kerala State Higher Education Council	24/02/2009 to 28/02/2009
		Two-day Workshop	Designing model question papers for B.Com degree programme under CBCSS	Participant	Kerala State Higher Education Council	25/11/2009 to 30/11/2009
4	Dr. M. Nisarudeen Associate Professor, P.G. Department of Commerce	Refresher Course In Commerce	Credit Policy	Paper presenter	Department of Commerce CMS College Kottayam,	21 st July 1999 to 13 th August 1999.
		National Seminar	Management Information System: Emerging Trends	Participant	Government College Attingal	27 th and 28 th January 2005
		National Seminar	restructuring of Commerce Education to Meet Global Challenges	Participant	Government College Nedumangad.	21 st and 22 nd February 2005
		National Workshop	Personal Effectiveness.	Participant	Government College Attingal	21,22,23,24& 25 th February 2005
		National seminar	Corporate Governance	Participant	Government College Attingal	1 st & 2 nd February 2007.
		National Seminar	The Impact of Entry of Multinational Corporations In Retailing Business Scenario in Kerala	Participant	Government College Attingal.	27 th and 28 th November 2008
		National Seminar	Global Economic Recession Issues and Challenges.	Participant	Government College Attingal.	7 th and 8 th December 2009.
		National Seminar	The Role of Public Private Partnership in the Infrastructure Development of Kerala.	Participant	Government College Attingal.	11 th and 12 th March 2010.
		National Seminar	Emerging Trends in E- Commerce	Participant	Government College Attingal.	8 th and 9 th March 2012
		National seminar	Human Rights and Economic Development	Participant	Government College Attingal	16 th November 2012

		Workshop	Workshop PG Teachers in Colleges	Participant	University of Kerala	28 th February 2003.
5	Sri.M.Mathai Associate Professor, P.G. Department of Polymer Chemistry	Workshop	e-Governance awareness programme	Participant		21 st July,2010
		Orientation	2 day Orientation programme on CBCSS	Participant		5 th ,6 th August,2010
6	Sri.S.V. Anil Kumar, Associate Professor, Department of Physical Education	National Seminar	National Seminar on Physical Education and Sports	Participant	Deartment of Physical Education, University of Kerala	25 to 27 th June, 1998
		National Seminar	National Seminar on Sports Medicine	Participant	Medical Trust Hospital,Cochin & M.G. University	31 st January,1999
		National Seminar	National Seminar on Sports Medicine	Participant	Medical Trust Hospital, Cochin & Calicut University	29 th June,1999
7	Dr. Ajithakumari B. Associate Professor, Department of Hindi	2-day National seminar	Post modernism in Hindi Fiction	Participant	Department of Hindi, University College, Tvpn	9 th and 10 th January, 2008
		5-day workshop	curriculum restructuring of undergraduate course in Hindi	Participant	University of Kerala Government Womens'' College Thiruvananthapuram	12 to 18 March,2009
8	Dr.K. Pradeep Kumar, Assistant Professor, P.G. Department of Commerce	National Seminar on Microfinancing on Interest free basis: Problems and Prospects in India	Micro Financing- the Happening Sector	Paper presenter	M.E.S. Asmabi College, Kodungallur	5 th and 6 th March,2009
		ICSSR sponsored national seminar on Applications of Statistical Techniques in Social Science Research	Production Support given by Agencies to Promote Aquaculture in Kerala- an Application of Factor Analysis	Paper presenter	Catholicate College, Pathanamthitta	20 th and 21 st January,2012
		Two- day National Seminar on Multi-variate Analysis in Commerce and Managemnt Research	Aquaculture – Trends and Prospects	Paper presenter	K.G. College, Pambady	16 th and 17 th December, 2013
		National Seminar	Green Marketing	Participant	P.G. & Research Department of Commerce, Govt. Arts College, Thiruvananthapuram	13 th December, 2013
		National Seminar	Responsible Tourism	Organisor	P.G. Department of Commerce, Government College, Attingal	28 th and 29 th November, 2013
		National Seminar	India''s Emerging Economy – Prospects and Challenes	Participant	P.G. Department of Commerce, Government College,	6 th and 7 th November, 2013

				Nedumangad	
Workshop	FDP on Research Methodology and Multivariate-Panel Data Analysis and Modeling	Participant	Research and P.G. Department of Commerce, K.G. College, Pambady, Kottayam	16 th and 17 th May,2013	
National Seminar	Entrepreneurship Development- recent trends	Participant	P.G. Department of Commerce Govt. College, Thripunithura	14 th ,15 th and 16 th February,2013	
Workshop	FDP on Multivariate Data Analysis	Participant	Research and P.G. Department of Commerce, K.G. College, Pambady, Kottayam	23 rd to 25 th January,2012	
National Seminar	Corporate Social Responsibility in the unfolding business scenario	Participant	Department of Commerce, St.Gregorios College, Kottarakkara	12 th and 13 th August,2010	
National Seminar	Global Business Environment- Opportunities, Challenges and Concerns for India	Participant	Department of Commerce and Research Centre, St.Albert's College, Ernakulam	13 th and 14 th November,2008	
National Seminar	Indian Capital Markets and Financial Services- Problems and Prospects	Participant	Department of Commerce and Research Centre, St.Albert's College, Ernakulam	17 th and 18 th January,2008	
National Seminar	Privatisation of Higher Education	Participant	P.G. Department of Commerce, M.E.S. Asmabi College, P.Vemballur P.O., Kodungallur	6 th and 7 th March,2007	
National Seminar	Economic Reforms and India Incorporate	Participant	Department of Commerce, Govt. Arts College, Thiruvananthapuram	14 th and 15 th February,2007	
National Seminar	Human Rights and Values in Education	Participant	Department of Economics and Family Counselling Centre, Mercy College, Palakkad	14 th July.2006	
State level seminar	Regional Entrepreneurship and Global Market	Participant	Department of Commerce, St.Aloysius College, Elthuruth	2-4 th March,2005	
National Conference	Transactional Analysis,2005	Participant	32 nd ICTA Annual Conference at KILA, Thrissur	26-30 th January,2005	
National Seminar	Emerging Trends in Management	Participant	P.G. Department of Commerce and Management Studies, Sri.C.Achutha Menon Government College, Thrussur	18 th January,2005	
National Seminar	Prospects of NRI Investments under Globalisation	Participant	Department of Commerce, Govt. Arts College, Thiruvananthapuram	23 rd November,2004	
National Seminar	Liberalised Markets and Indian Economy	Participant	P.G. Department of Commerce, M.E.S. Asmabi	18 th and 19 th March,2004	

					College, P.Vemballur P.O., Kodungallur	
		National Seminar cum Workshop	Quality Assurance in Higher Education & Preparation for NAAC accreditation	Participant	NAAC Bangalore, M.G. University and Travancore Devaswom Board at D.B. College, Thalayolaparambu	15 th , 16 th and 17 th September, 2003
9	Smt. Anitha S. Assistant Professor, P.G. Department of Commerce	2 days National Seminar	Emerging trends in stress management	Participant	Department of Commerce, Govt. College, Malappuram	
		All India Accounting Conference	All India Accounting Conference	Participant	Department of Commerce, University of Kerala	13 th and 14 th November, 2011
		2 day national seminar	Co-operative Institutions in the global economy of India	Participant	Department of Commerce, Govt. College, Nedumangad	27 th and 28 th February, 2007
		National Seminar	Green Marketing	Participant	Department of Commerce, Govt. Arts College, Thiruvanthappuram	13 th December, 2013
		National Seminar	Corporate Governance	Participant	Department of Commerce, Govt. College, Attingal	1 st and 2 nd February 2007
		National Seminar	Industrial Development and Environmental Pollution	Participant	Department of Commerce, Govt. College, Nedumangad	6 th and 7 th March, 2008
		National Seminar	The Role of Public Private Partnership in the Infrastructure Sector Development of Kerala	Participant	Department of Commerce, Govt. College, Attingal	11 th and 12 th March, 2010
		National Seminar	Human Rights and Economic Development	Participant	Department of Economics, Govt. College, Attingal	16 th November, 2012
		National Seminar	Business Ethics and Indian Corporates	Participant	Department of Commerce, Govt. College, Nedumangad	16 th 17 th February, 2012
		National Seminar	Corporate Social Responsibility	Paper Presenter	Department of Commerce, Govt. College, Nedumangad	8 th and 9 th March, 2012
		National Seminar	Women Rights and State Development	Organisator	Department of Commerce, Govt. College, Attingal	17 th January, 2014
		Workshop	Advanced Research Methodology	Participant	Department of Economics, Govt. College, Attingal	16 th , 17 th and 18 th December, 2013
10	Sri. Vijayan K Assistant Professor, P.G. Department of Commerce	National seminar on industrial Development & Environmental Pollution	Urban Forestry	Paper presenter	P.G. Dept: of commerce, Govt: college Nedumangad	- 6 th & 7 th March 2008
		National seminar on paradigm shift in marketing strategies- A game	Strategic Dimensions of Retail Marketing	Paper presenter	P.G. Dept: of commerce, Govt: college for Women Thiruvananthapuram	8 th & 9 th February 2012

		plan for Domestic Players for 21 st century				
		National seminar on Business Ethics & Indian Corporates	Ethical Foundations of corporate ethics	Paper presenter	P.G.Dept: of commerce, Govt: college, Nedumangad	16 th & 17 th February 2012
		National seminar on Role of parliament in Enacting Business Laws in the Globalised World	Paradigm shift in Govt: Intervention-A strategic & integrated Approach	Paper presenter	P.G. Dept; of commerce, Govt: Arts college Thiruvananthapuram	23 rd & 24 th March 2012
		National seminar on Govt: 's Role in Awareness creation on entrepreneurship among women in india	Woman Entrepreneurship & Economic Development-A strategic Approach	Paper presenter	P.G.Dept: of commerce, Govt: Arts college, Thiruvananthapuram	15 th & 16 th March 2013
		International seminar	Doing Business with USA, Trade Financing Options & travel & Visa procedure	Participant	Indian chamber of commerce & Industry	10-September 2012
		Conference	XXXIII all India Accounting Conference & International seminar	Participant	Dept: of Commerce, University of Kerala	13 th & 14 th November 2010
		National seminar	The impact of the entry of multinational corporations in the Retailing Business in Kerala	Participant	P.G.Dept: of Commerce, Govt: College, Attingal	27 th & 28 th November 2008
		National seminar	on Global Economic Recession: Issues & Challenges	Participant	P.G. Dept: of Economics, Govt: College, Attingal	7 th & 8 th December 2009
		National seminar	Role of Public-Private Partnership in the infrastructure sector Development of Kerala	Participant	P.G.Dept: of commerce Govt: college Attingal	11 th & 12 th March 2010
		National seminar	Comparative literature: perspectives & Relevance	Participant	Dept: of English Govt: College Nedumangad	14 th & 15 th March 2008
		National seminar	Emerging Trends in E-commerce	Participant	P.G.Dept: of Commerce Govt: college Attingal	8 th & 9 th March 2012
		National seminar	Human rights & Economic Development	Participant	P.G.Dept: of Economics, Govt: college Attingal	16-November 2012
		Discussion	Panel Discussion on Requirement of Industry-Academic Interface	Participant	Indian Chamber of Commerce & Industry	18-September 2012
		Workshop	Reviewing	Participant	University Institute of	19 th & 20 th

			&Restructuring B.B.A Curriculum		Technology, University of Kerala	May 2003
		Workshop	Training on CyberCrimes-Law & Security Measures	Participant	Institute of Management in Govt:	07-08-2012 to 09-08-2012
		Workshop	Training on Awareness Programme on E-Governance	Participant	Institute of Management in Govt:	06-06-2011 to 07-06-2011
		Workshop	Training on Tax laws	Participant	RTTC,BSNL,Kerala	02-11-2006 to 04-11-2006
11	Sri. Sunil. S Assistant Professor, P.G. Department of Commerce	International Seminar	“Doing Business with the USA, Trade Financing Options and Travel and Visa Procedures”	Participant	Indian Chamber of Commerce & Industry in association with US Commercial Services, US Department of Commerce	10 th September, 2012
		Panel Discussion	“Recruitment of Industry-Academic InterFace”	Participant	Indian Chamber of Commerce & Industry, Trivandrum Chapter	18 th September, 2012
		National Seminar	„Role of Parliament In Enacting Business Laws in the Globalised World“	Paper Presenter	Institute of Parliamentary Affairs, Govt. Of Kerala in association with Department of Commerce, Govt. Arts College, Thiruvananthapuram	23rd and 24 th March, 2012
		National Seminar	Govt’s Role in Awareness Creation on Entrepreneurship among Women in India	Paper Presenter	Department of Commerce, Govt. Arts College, Thiruvananthapuram	15 th and 16 th March, 2013
		National Seminar	Emerging Trends in Stress Management	Participant	P.G. Department of Commerce, Govt. College, Malappuram	4 th and 5 th December, 2007
		Training	Orientation Training Course for Programme Officers of NSS	Participant	TOC, Rajagiri College of Social Science, Kalamassery	14-23 October, 2008
12	Smt. Vijila V. Assistant Professor, P.G. Department of Commerce	National Seminar	Retailing in India: Challenges and opportunities in the liberalized era	Paper presenter	Department of Commerce, Osmania University, Hyderabad	27 th -29 th Dec, 2007
		National Seminar	Basel Accord and Indian Banking Industry in the liberalized era	Paper presenter	Department of Applied Economics, CUSAT	3 rd and 4 th March, 2008
		National Seminar	Bio-diversity and its conservation	Paper presenter	Govt. College, Nedumangadu	6 th and 7 th March, 2008
		National Seminar	Role of Environmental Economics in the present scenario	Paper presenter	Govt. College, Nedumangadu	6 th and 7 th March, 2008
		State Seminar	Research in Humanities and Social Sciences: Problems	Paper presenter	Department of Commerce, University of Kerala	1 st October, 2008
		National Seminar	Value Added Tax- A conceptual framework	Paper presenter	K.N.M Govt. Arts and Science College, Kanjiramkulam	15 th and 16 th July, 2008
		National Seminar	Role of Co-operative Banks in the globalised era	Paper presenter	Department of Commerce, University of Kerala	1 st November, 2008
		National Seminar	Role of Information Technology in Retailing in the Globalised era	Paper presenter	Govt. College, Attingal	27 th and 28 th November, 2008
		National Seminar	Opportunities and Threats of Goods and Services Tax in the Globalised era	Paper presenter	Christian College, Kattakada	17 th and 18 th July, 2009

		National Seminar	Corporate Governance in Indian Banking Industry	Paper presenter	Department of Commerce, University of Kerala	16th December, 2009
		National Seminar	Rural Bank marketing in India – Concepts and Strategies	Paper presenter	Govt. College for Women, TVPM	8 th and 9 th February, 2012
		National Seminar	Role of Social Commerce and social shopping in E-Commerce	Paper presenter	Govt. College, Attingal	9 th and 10 th March, 2012
		National Seminar	Ethics in Business- an Overview	Paper presenter	Govt. College, Nedumangadu	16 th and 17 th March, 2012
		National Seminar	Role of Financial Inclusion as a means of Inclusive growth	Paper presenter	K.N.M Govt. Arts and Science College, Kanjiramkulam	12 th and 13 th January, 2012
		National	Opportunities and Threats of Goods and Services Tax in the Globalised era	Organisor	Christian College, Kattakada	17 th and 18 th July, 2009
		National	Emerging trends in E-Commerce	Organisor	Govt. College, Attingal	9 th and 10 th March, 2012
13	Sri. Purushothaman V.M , Assistant Professor, P.G. Department of Commerce	National	FDI in single brand retailing and compulsory outsourcing- a critical evaluation	Paper presenter	IMK, Thiruvananthapuram	25/02/2012
		National	The role of entrepreneurs in indian retail trade	Paper presenter	Training centre, Entrepreneurship development cell, univeristy of kerala	25/10/2011
		National	A study on financial inclusion in kerala	Paper presenter	IMK, kerala academy of social sciences,tvm	22/12/2012
		National	Gender and ethics in corporate advertising	Paper presenter	Govt. College, nedumangadu	17/02/2012
		National	A study on consumer perception about organised retailing in kerala	Paper presenter	IMK, kerala academy of social sciences,tvm	24/08/2013
		National	Ethical issues of corporate retailing in india	Paper presenter	M.S.N institute of management and technology, kollam	30/04/2013
		National	Core encounting factors of E-retailing	Paper presenter	P.G.Department of Commerce, Govt. College, Attingal	09/03/2012
		National	A study on the E-purchase habit among rural consumers	Paper presenter	Govt.Arts College, Thiruvananthapuram	16/03/2012
14	Sri. Sunilraj N.V. Assistant Professor, P.G. Department of Commercer	Seminar	Infrastructure development-Need of the hour.		Post graduate department of commerce-Panampilly Memmorial Govt. College Chalakudy; 2013.	05-02-2013 and 06-02-
		Seminar	A study on the problems and perceptions of ATM users-with special reference to Thrissur district.		Post graduate department of commerce- Govt. College Attingal;.	08-03-2012 and 09-03-2012
15	Sri. AmalKumar P Assistant Professor (FDP Substitute) P.G. Department of Commerce	International Conference on Innovations in Managemet Practices.	A Study on Self Help Group- Bank Linkage Programme	Paper Presenter	Kristu Jayathi College of Management and Technology, Bangalore,	20 th April 2012
		Fourth International conference	Electronic Banking: A Comparative Study of Public And Private Sector	Paper Presenter	Adaikala Matha Institute of Management Vallam, Thanjavur	28 th January 2012

		on Innovative Management Strategies For Emerging Business Paradigms.	Banks			
		National Seminar on Financial Sector Reforms and Banking Industries in India- Opportunities and Challenges	An Overview of Future Landscape of Indian Banking	Paper Presenter	Department of Commerce University of Kerala	24 th February 2012
		35 th All India Accounting Conference and International Seminar on Accounting Education and Research.	Environmental Accounting: An Overview	Paper Presenter	Department of Business Management Saurashtra University Rajkot.	January 5 th and 6 th 2013
		Conference	34 th All India Accounting Conference and International Seminar on Accounting Education And Research.	Participant	Department of Commerce University of Kerala	13 th and 14 th January 2011
		Conference	Pre Seminar 34 th All India Accounting Conference- Incessantness	Participant	Department of Commerce University of Kerala	6 th November 2010
		National Seminar	Industrial development of Kerala- Policies and Politics	Participant	Department of Commerce University of Kerala	16 th December 2009
		Regional Seminar	accounting For government Policies and Practices	Participant	Department of Commerce University of Kerala	14 th December 2009
		National Workshop	Research Methods in Social Sciences.	Participant	Department of Commerce University of Kerala	4 th February 2012
		National seminar	Financial Inclusion and Co-operative Banks- Emerging Growth Models.	Participant	Department of Commerce University of Kerala	4 th March 2011
		One day state Level Seminar	Opportunities and Challenges In Indian Logistics”	Participant	RVS College of Arts And Science, Sular, Coimbatore in Association With Indian Accounting Association held at Trivandrum	17 th September 2010
16	Shibu A.S. Assistant Professor, P.G. Department of Economics	State level Seminar on Development Issues of Kerala	Trends in Technical Education in Kerala	Paper presenter	KNM Govt. Arts and Science College, Kanjiram Kulam TVM	19 th January 2010
		National Seminar on Current Economic Issues and Development	Consumption Pattern and Inflation: An overview.	Paper presenter	KNM Govt. Arts and Science College, Kanjiram Kulam TVM	24/01/2012 to 25/01/2012
		National Seminar on	Indian Inflation - a realistic analysis	Paper presenter	Govt College Attingal,	23/02/2012 - 24/02/2012

		Changing Phases of Global Macro Management: Issues And Options for India				
		National Seminar on Human Rights and Economic Development: Probing Its Dynamics and Impacts	Consumerism and Food wastage and the Right to Food as a Human Right.	Paper presenter	Govt College Attingal,	16/11/2012
		Two Day National Seminar	Recent Developments in Agriculture	Paper presenter	KNM Govt. Arts and Science College, Kanjiram Kulam TVM	5 th and 6 th February 2013
17	Seethalekshmi V. Assistant Professor, P.G. Department of Economics	International Conference	Alleviating Poverty: Evaluating the „mission“ of Kerala“s Kudumbasree.	Paper Presenter	SVASH	26-04-2014
		Workshop	Training Programme on „Participatory Rural Appraisal“	Participant	Institute of Management in Government, Govt. of Kerala	20-22 Dec 2004
		Workshop	Training Programme on „Project Formulation and Management“	Participant	Centre for Management Development	15-20 Jan 2005
		National Seminar	National Seminar on Kerala“s Fiscal Crisis	Participant	P M G College Chalakudy	12, 13 Feb 2007
		National Seminar	National Seminar on „Development as Deprivation“	Participant	Govt. College for Women, Thiruvananthapuram	7,8 March 2007
		National Seminar	National Workshop on SPSS	Participant	PMG College, Chalakudy	19,20 March 2007
		National Seminar	National Seminar on „Eco tourism and local population in Kerala“	Participant	S N College, Kollam	28 Nov 2007
		Workshop	Workshop on „Research Methodology“	Participant	Dept. of Economics, University of Kerala	9-13 Feb 2009
		National Seminar	National seminar on „Inclusive Growth“	Participant	Govt. College for Women, Thiruvananthapuram	02-04 Dec 2009
		National Seminar	National Seminar on „ASEAN Pact“	Participant	University College, Thiruvananthapuram	09 Dec 2009
		National Seminar	National Seminar on „Rural Development“	Participant	Dept. of Economics, University of Kerala	2, 3 Dec 2010
		National Seminar	International Conference on „Reaching out to people“	Participant	NAPSIPAG & IMG, Kerala	11-13 Dec 2010
		Workshop	National Workshop on „Thesis writing Skills“	Participant	Christ University	09-11 Nov 2011
		Workshop	National Workshop on „statistical tools for data analysis,	Participant	Christ University	24, 25 Nov 2011
		National Seminar	National Seminar on Changing faces of Global macro	Participant	Govt. college, Attingal	23,24 Feb 2012

			management			
		Workshop	Training Programme on „Using Internet for Applied development Research“	Participant	Centre for Development Studies,Thiruvananthapuram	28-30 may 2012
		National Seminar	National Seminar on „ Electoral Reforms“	Participant	University College, Thiruvananthapuram	15- Jan 2014
		National Seminar	National Seminar on „Kerala perspective plan“	Participant	SDE, University of Kerala and Kerala Economic Association	21 Feb 2014
18	Lakshmi L. Assistant Professor, P.G. Department of Economics	Workshop	Three day workshop on Advanced Research Methodology	Participant	Department of Economics , Government college, Attingal	17- 19 December 2013
		International Seminar	International seminar on Economic Slumps: Challenges to Indian Economy	Participant	FMNC, Kollam	10-11 November 2011
		National Seminar	National seminar on kerala economy in transition	Participant	Achutha Menon Centre, TVM	26-28 july 2012
		National Seminar	National seminar on Human Rights and economic development	Participant	Government College Attingal	16 th November 2012
19	Smt. Shalini Lawrence Assistant Professor, P.G. Department of Economics	Workshop	Three day workshop on Advanced Research Methodology	Participant	Department of Economics , Government college, Attingal	17- 19 December 2013
		International Seminar	International seminar on Economic Slumps: Challenges to Indian Economy	Participant	FMNC, Kollam	10-11 November 2011
		National Seminar	National seminar on kerala economy	Participant	Achutha Menon Centre, TVM	
20	Sri.Baisil A. Assistant Professor, P.G. Department of Economics	National Seminar	Two day National Seminar on Responsible Tourism	Participant	P.G. Department of Commerce, Govt. College, Attingal	28 th and 29 th November,2013
		Workshop	Three day Workshop on Advanced Research Methodology	Participant	P.G. Department of Economics, Govt. College, Attingal	
		National Seminar	Women Rights and State Development	Participant	P.G. Department of Commerce, Government College, Attingal	
21	Jayasooriya A Assistant Professor (FDP substitute) Department of Economics	National seminar	Gender dimensions to inclusive growth- a case of Microfinance	Paper presenter	Bishopmoor College, Mavelikkara	14 January, 2012
		National Seminar	Growth and performance of India“s external sector in the context of neoliberalism	Paper presenter	Christian College, Chennai	24 August,2012
		National Seminar	Impact of India“s FDI in agricultural sector – problems and prospects	Paper presenter	Govt. Arts College, Trivandrum	3 October, 2013
		International Seminar	Constraints on Universal Elementary Education in India: an Overview	Paper presenter	Bharathi Dhasan University, Trichi	10 December, 2012
22	Smt. Lakshmi Chandrasekhar Assistant Professor, Department of English	National Seminar	Literature and Cinema „Frames“	Participant	Department of English, Govt. College, Kattappana	20 th and 21 st Feb,2007
		National Seminar	Modern Trends in the Teaching of Language and Literature	Participant	Department of English Maharajas College, Ernakulam	26 th ,27 th Feb,2007
		National Seminar	Rabindranath Tagore	Participant	Department of English Maharajas College, Ernakulam	25,26 Feb,2007

23	Smt. Renjini R. Assistant Professor, Department of English On F.I.P deputation	National Seminar on Indian Literary Historiography and Counter Currents in Postcoloniality	Subaltern Resistance in Medieval Kerala: A Bakhtinian Reading of Mannapedi/Pulapedi.	Paper presenter	St. Thomas College Kozhencherry	27 & 28 September, 2011.
		National Seminar on versos and rectos-translation and re-creation across borders and culture	On Translating Mangal Pandey, "The Sepoy" from Myth to Screen: Ketan Mehta's Mangal Pandey: the Rising.	Paper presenter	Catholicate College, Pathanamthitta	15&16 July, 2010.
		International Conference on Fables of Fear	On Legitimizing "Fear": Social Sanction and Carnivalization in "Mannapedi"/"Pulapedi."	Paper presenter	CPRACISIS, Thrissur	August 7 & 8, 2010.
		National Seminar on Mapping Linguistic Identity: Global and Local Perspectives	On Opening the Canon of English Literature.	Paper presenter	Govt College Kasaragod	28 & 29 January, 2009
		National Workshop on Film Theory and Appreciation: Dynamics of Popular Cinema	"The Performing Subaltern Subject in Malayalam Cinema"	Paper presenter	Union Christian College, Alwaye	March 15&16, 2012.
		International Conference	Latin Language and World Cultures	Participant	Institute of English, University of Kerala	11 & 12 March, 2010
		National Seminar	Global Economic Recession: Issues and Challenges	Participant	P.G. Dept. Of Economics, Govt College Attingal .	7 & 8 December, 2009
		National Seminar	Imagining Cultures Beyond Disciplines: Cultural Studies in India.	Participant	Institute of English, University of Kerala	19 & 20 March, 2009.
		National Seminar	WRIT INDIA 08.	Participant	Nehru Arts & Science College, Kangangadu	23 & 24 September, 2008.
		24	DELEEP D.L. Assistant Professor, Department of English	Seminar	Shifting perspectives in elt- redefining the role of teachers under cbcss	Participant
Workshop	Regional workshop for			Participant	Institute of English	17/08/2013

			the ugc extension activities in english for communication for rural colleges in thiruvananthapuram		Thiruvananthapuram	
25	Smt. Manju Anna Varghese Assistant Professor, P.G. Department of Polymer Chemistry	workshop	Student projects for B.Sc. Chemistry	Participant		
26	Sri. Jolly Bose R., Assistant Professor, Department of Physics	Indo German conference on Laser Applications and Nano-Science	Carbon monoxide gas sensors by platinum nanoparticle incorporated tungsten oxide thin films	Paper presenter	Deutsche Forschungsgemeinschaft (DFG); Srinivasa Ramanujan Institute for Basic Sciences, KSCSTE, Goethe-Zentrum Trivandrum & Humboldt Club Kerala	5-6 December 2013
		International Conference NANO INDIA-2013	Nano-structured platinum doped tungsten oxide films for gas sensing applications	Paper presenter	NIIST (CSIR), Thiruvananthapuram	19-20 th February, 2013
		National Laser Symposium NLS-19	Physical properties of Zincite incorporated tungsten oxide films	Paper presenter	RRCAT, Indore	1-4 th December, 2010
		International Conference	International Conference NANO INDIA-2013	Participant	National Institute of Interdisciplinary Science and Technology (NIIST), CSIR, Thiruvananthapuram	19-20 th February, 2013
		National Seminar	National seminar on recent trends in Optoelectronics (NSRT-OPTO-2012)	Participant	Department of Optoelectronics, University of Kerala	2 nd and 3 rd of July, 2012
		National Workshop	National Workshop on Optoelectronics and Optical Communications (NWOOC-2011)	Participant	Department of Optoelectronics, University of Kerala	5 th and 6 th of January, 2011
		National Symposium	National Laser Symposium (NLS-19)	Participant	RRCAT, Indore	1-4 th December, 2010
		Science Congress	97 th Indian Science Congress	Participant	University of Kerala	3-7 th January, 2010
		National Seminar	National Seminar on Photonic Materials (NSPM-2009)	Participant	Department of Optoelectronics, University of Kerala	26-28 th February, 2009
27	Nizar Koolikkool Assistant Professor, Department of Arabic	National seminar	The dynamics of interaction between arabic and indian regional languages	Participant	University college Palayam	18 th December, 2012
		National seminar	Arabic language in and around thenkasi- a perspective	Participant	Govt. Brunnen college, thalassery	29 th January, 2013
		National seminar	Human rights and economic development	Participant	Govt. College Attingal	16 th November, 2012
		International Seminar	Society, Culture and Politics in West Asia: Post Arab Spring	Participant	Department of Arabic, University of Kerala	24.25 th October, 2013

			Dynamics			
28	Sri Anil Kumar D.V Assistant Professor Department of Malayalam	Seminar	Documentariyude Soundarya shastram	Paper Presenter	Govt. College, Kattappana	2012
		Seminar	Chalatchithre bhavana- sakunthalyilum remananilum	Paper Presenter	Govt. college Kattappana	2013
		Seminar	Reethiyum Bhashayum	Paper Presenter	University College, Thiruvananthapuram	2013
		Seminar	Nadakavum Nadakeeyathayum	Paper Presenter	Government College Nedumangadu	2013
		workshop		Participant	Kerala kalamandalam	24/10/2008
		National seminar		Participant	Govt. College for women	7-9 July,2010
		National seminar		Participant	Govt. College, Attingal	16 th November, 2012
29	Sakhariya T. Assistant Professor, Department of History	National Seminar	National Seminar on the shared heritage and cultural legacy of Dutch in Kerala	Participant	The Department of History, University Of Kerala	25 th November200 9.
		National Seminar	Colonialism ,Subalternity and resistance	Participant	Department of History ,BJM Govt .College, Chavara	
		Workshop	One day orientation programme for the college teachers on the Regulations of C B C S S	Participant	Govt. College for Women ,TVM	9 th October 2009.
		Workshop	two day Orientation Programme for College Teachers (History) to familiarize semesterisation of the U G Programme Under CBCSS	Participant	UGC- Academic Staff College, University of Kerala	3 rd & 4 th september201 0
		Seminar	State Level programme on Archives And Modren Research Methodology	Participant	Kerala State Archives Department	8 th October2010.
		National Seminar	Two days National Seminar on Punnapra Vayalar Revolt	Participant	St. Joseph College for Women, Alappuzha	25 th & 26 th February 2011
		National Seminar	Three days National Seminar on Mahatma Ayyankali :Interface Of An Era Of Social Resurgence vis – ,a-vis Resistance And Prospects Of Social Integration And Syncretism	Participant	Jubilee Memorial Animation Center, Vellayambala m, TVM	28 th to 30 th March 2011
		Workshop	One day orientation programme on Methodology In Social Sciences	Participant	Govt.College, Nedumangad	26 th & 27 th August 2011
		Workshop	One day orientation programme for NSS Programme Officers on Adolescent And Young Adults-Pre Marital Counselling	Participant	Child Development Center(CDC) Medical College, TVPM	19 th October 2011.
		UGC sponsored National Seminar	Two days National Seminar on Right To Information And Governance	Participant	Department of Political Science, S.N .College, Kollam	20 th & 21 st October 2011
		Training	Orientation programme	Participant	Rajagiri College Of	14 th November

			for newly appointed programme officers of NSS at various universities		Social Science, Kalamassery, Ernakulam	to 19th November 2011.
		Seminar	Multi Disciplinary Seminar Series-BODHI 2011-12	Participant	D B College, Sasthamcotta	13 th February to 17 th February 2012
		Seminar	Media, Civil Society And Democracy	Participant	Social Science Forum, Govt. College, Nedumangad	16 th and 17 th February 2012
		Seminar	Understanding The Environmental History Of India: Re Looking Environmental Protection In The Context Of Global Warming And Climate Change	Participant	Post Graduate Department of History and Research Center, S N College, Chempazhanthy	20 th and 21 st March 2012.
		Seminar	Seminar on Aging And Death related to the World Health Day	Participant	Medical College, TVPM	4 th APRIL 2012
		International Seminar	Recent Trends in Telemedicine in India at an international seminar	Co-Presenter	Association Of Third World Studies –South Asian Chapter at Xavier Center For Historical Research, Bardez Goa, Goa	26 th April 2012 to 28 th April 2012.
		Seminar	Seminar and book release	Participant	Department of History, University of Kerala at Velloppilli Samskriti Bhavan, TVM	30 th May 2013.
		Training	Career Development and Competitive Exams	Resource Person	Desasevini Library And Reading Room, Punukkonoor, Kundara	
		UGC Sponsored	Two days National Seminar on Information And Communication Technology In Education: Challenges And Innovation	Participant	Karmala Rani Training College, Kollam	8 th and 9 th August 2012
		Training	Two days training programme on Social Engineering Of Teachers In Charge Of NSS	Participant	IMG, Kakkanadu, Kochi	19 th & 20 th November 2012.
		Training	Two days training programme on Workshop Of Career Guidance	Participant	IMG, Kakkanadu, Kochi	3 rd & 4 th December 2012
		33 rd South Indian History Congress	33 rd South Indian History Congress	Participant	University of Kerala, Kariavattom Thiruvananthapuram	15 th February 2013 to 17 th February 2013.
		Seminar	District level programme regarding Communicative Diseases	Participant	District Panchayath Hall, Kollam	
		National Seminar	Three days National Seminar on Modern Kerala	Participant	Department of History, University of Kerala, Kariavattom	3 rd October 2013 to 5 th October 2013
30	Sri. Sibukumar D. Assistant Professor, Department of Mathematics	National Seminar	Algebra and Number Theory	Participant	KKTM College, Pullut	19 th and 20 th December, 2005
		Workshop	Restructuring Curriculum based on	Participant	MES College, Nedumkandam	28 th and 29 th December, 200

			CBSS			8
		National Seminar	NAADM-2008	Participant	Department of Mathematics, University of Kerala	10 th ,11 th ,12 th December,2008
		National Seminar	NSANDM-2008	Co-ordinator	Department of Mathematics, Govt. College, Kattappama	Nov,2008
		National Seminar	NSANDAM-2013	Co-ordinator	Department of Mathematics, Govt. College, Kattappama	Nov,2013
		International Seminar	ICADM-2014	Treasurer and Co-convener	Department of Mathematics, Govt. College, Kattappama	4 th ,5 th ,and 6 th March,2014
31	Sri. Pradeep Kumar K. Assistant Professor in Political Science	International conference on Kerala History -- 2013	Indian Constitution & Protection of Human Rights	Paper Presenter	Govt. Arts & Science College Kozhikode	2013
		National Seminar-2010	Bureaucracy & Local Administration in Kerala	Paper Presenter	Govt: of Kerala Institute of Parliamentary Affairs	2010
		National Seminar-2012	Impact of Globalization on public policy in India	Paper Presenter	PGDept: of Commerce, Govt; Arts & Science College Kozhikode	2012
		National Seminar	Election Law & Reforms in India	Participant	Election Commission of India	15-01-2014
		National Seminar	Impact of Inflation on Banking Sector in Kerala	Participant	PGDept: of Commerce, Govt; Arts & Science College Kozhikode	09-12-2013
32	Smt. Deepthi Nair, Assistant professor of Physics	State level Seminar	Fundamental and Applied Physics	Participant	Dept of Physics, Govt. Arts College, Thiruvananthapuram	13 th and 14 th 2012
		National Seminar	Higgs Boson-the God Particle	Participant	Govt. Womens College, Thiruvananthapuram	19 th December, 2012
		Seminar	Fundamental Applied Physics	Participant	Dept of Physics, Govt. Arts College, Thiruvananthapuram	11 th and 12 th December, 2013
		National Seminar	New Dimensions in Material Sciences	Participant	Govt. Womens College, Thiruvananthapuram	15 th and 16 th December,2011
		National seminar	Advancement in Physics	Participant	University College, Thiruvananthapuram	6 th and 7 th February,2013
		Workshop	M.Sc. Syllabus revision	Participant	University of Kerala	29 th and 30 th November,2013
		Workshop	NAAC Reaccreditation	Participant	Govt. Womens College, Thiruvananthapuram	4 th December,2013

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

Resource Person	Designation	Area	Date	No.of students benefitted
Anju.A	Asst.Professor.T.K.M Institute of management.	Communication skill	23.02.2013, 30.11.2013	50 25
Dr.C.T.Farook	Director,KTCT College of Distance Education Asst.Professor	Positive Thinking & Capacity Building	28.02.2013, 25.01.2014	55 40
Hena.N.N	IUCDS,M.G.University	Skill development	01.03.2014 02.03.2014	35 30
Dr.R.Jayasree	Asst.Prof I.M.G	Aptitude development	09.03.2014, 25.01.2014	35 35
Hari.J.T	Master trainer	Personalty development	09.03.2013	40
T.C.Titus	Principal, Govt. College Chavara	Career development	16.03.2013	36
A.Nasim	D.Y.S.P. Intelligence,Pathanamthitta	Good citizenship	21.03.2013	40
Dr.Chandraprasad Sreedhar	Former Prof.I.M.G.Trivandrum	Preparing for interviews	23.03.2013, 22.03.2014	40 40
Sanil S	Audit Officer, Kerala State Audit Department, Thiruvananthapuram	Importance of reading.	11.01.2014	35
Dr.Mridula B. Nair	H.O.D. Dept. Of Psychology, M.G. College Trivandrum	Psychology for better development	01.02.2014	35
Baiju.s	Asst.professor.dept. of mathematics,Govt. College Karyavattom.	Mental abilty	08.02.2014	35
Premachandra pillai	S.B.A,L.I.C of India	Preparing for competitive exams	22.02.2014, 29.02.2014	40
E.Kunjikrishnan	Associate professor, University college,, Trivandrum	Career development	01.03.2014	40
P.Vijayakumar	H.O.D,Dept. Of English, Govt.College For Women, Trivandrum	Communication skill	15.03.2014	35
Dr. Amar.S. Fettle	Doctor,Govt.General Hospital, Trivandrum	Health	31.03.2014	35

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

Innovative methods in teaching are being used in the college for the past few years. Visuals, power points and student - centered approaches are extensively used as the college is well aware of the rapid changes in the field of higher education and research, and the college has been taking efforts to keep pace with the innovative teaching-learning practices. The following are a few of the measures adopted:

- ❖ student - centered approaches like seminar presentations, project works, debates, discussions, role taking, quizzes ,dramatization, group discussions, and peer assessment.
- ❖ The faculty members have changed from the use of conventional blackboards to interactive smart boards for teaching.
- ❖ The faculty members effectively utilize the internet and Inflibnet facility for data collection, preparation of notes and for enhancing the student participation in learning.
- ❖ The students are trained and motivated to make seminar presentations with the help of ICT.
- ❖ Students are encouraged to submit their assignments online so that the use of paper can be reduced.
- ❖ Students are also prompted to use scanners and printers for academic purposes

- ❖ Movies and documentaries related to the curriculum are exhibited before the classes so that teaching can be made effective and easier.
- ❖ Hands-on learning is encouraged through field visits, industrial visits and project works.
- ❖ Students are motivated to access digital learning materials and e-books for data collection.
- ❖ The faculty members are given full freedom in adopting their own effective approach in transacting the curriculum.

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

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

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

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

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

The IQAC monitors the successful coverage of the syllabus through the semester plan submitted by individual teachers at the beginning of each semester. Teaching - learning is also monitored by the Heads of Departments. The faculty members themselves are encouraged to collect the feedback of students to better the teaching learning practice. The Heads of the Departments assure that all the required teaching and works in connection with internal assessments are done in time. Faculty members are also advised to improve teaching strategies based on the result analysis of the concerned papers. The heads of the departments assure that the teachers maintain work diaries. Periodic evaluation is conducted through class tests. Personal and informal feedback or suggestions from students and parents are also taken into account towards improvement in teaching-learning.

2.4 Teacher Quality

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

The permanent faculty members of the college are appointed by the Kerala Public Service Commission as per the norms prescribed by UGC and the Government of Kerala. Temporary faculties like FDP substitutes and Guest teachers are appointed by a Selection Committee

consisting of the Principal, Vice Principal and the Heads of the Department, by interviewing candidates included in the repository of eligible candidates supplied by the Director of Collegiate Education, Government of Kerala. The visiting faculty at Centre for Adult Continuing Education and Extension is selected by the Co-ordinator depending on the skills and abilities of the faculty to handle the career oriented programmes.

Teacher Qualification (Permanent Faculty-32)

Highest Qualification	Associate Professor		Assistant Professor		Total	
	Male	Female	Male	Female	Male	Female
PhD	3	2	1	0	4	2
M.Phil			1	4	1	4
P.G	2	-	13	6	15	6
Total	5	2	15	10	20	12

Teacher Qualification (Temporary faculty-5)

Highest Qualification	Associate Professor		Assistant Professor		Total	
	Male	Female	Male	Female	Male	Female
PhD						
M.Phil				3	-	3
P.G			1	1	1	1
Total			1	4	1	4

Teacher Qualification (Visiting faculty at CACEE)

Highest Qualification	Visiting Faculty		Total	
	Male	Female	Male	Female
PhD	1		1	
M.Phil				

P.G	6		6	
Total	7		7	

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

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

List of expert lectures arranged to handle modern areas of study

Sl.No.	Name & Designation of Resource Person	Area /topic handled	Date
1	Dr. Saritha A, Asst. Professor, Amritha School of Arts and Science, Karunagappally	Fibre Science and Technology	28/11/2013
2	Mrs. Sreedha Sambudevan, Asst. Professor	Polymer blends and composition	28/11/2013
3	Dr. S. Kevin, Former Pro-Vice Chancellor, University of Kerala	Emerging Trends in E-commerce	08/03/2012
4	Dr. N. Ashok Kumar, Professor, VSHSN College, Virudu Nagar, Tamil Nadu	E- Marketing- It's Techniques	08/03/2012
5	Sri. Sugunal Nair, Asst. Manager, Federal Bank, Varkala	E- Banking	08/03/2012

6	Dr. V. Ajaya Kumar, Principal, Sree Budha College of Engineering, Pathanamthitta	E-Commerce Application	09/03/2012
7	Sri. N.P. Rajive, Dean, Hedge School of Applied Economics, Cochin	Online Trading	09/03/2012
8	Sri. R. Natarajan, Judicial Member, Kerala State Human Rights Commission	Women Rights and State Development	17/01/2014
9	Adv. S. Kumari, Attingal Court	The Legal framework for protecting Women in different Roles	17/01/2014
10	Dr. Bismi Gopalakrishnan, Assistant Professor, Department of Law, University College, Thiruvananthapuram	Rights of Women with special reference to Health and Education	17/01/2014
11	Adv. Vakkom B. Laly, Attingal Court	Rights of Women-probing into CEDAW	17/01/2014
12	Dr. Mridula Nair B., Head, Department of Psychology, M.G. College, Thiruvananthapuram	Women and Mental Health	17/01/2014
13	Dr. B. Vijaya Kumar, Principal, KITTS	Responsible Tourism	28/11/2014
14	Prof. Sanu S.J., Jansons School of Busieness, Coimbatore	Responsible Toursim and Sustainable Tourism	28/11/2014
15	Dr. Graceous James, Assistant Professor, Govt. Arts College, Thiruvananthapuram	Responsible Tourism for Bio-diversity Conservation	28/11/2014
16	Dr. R. Vasanthagopal, Assistant Professor, Institute of Management in Kerala, Thiruvananthapuram	Responsible Tourism Initiative in Kerala- the role of stakeholders	29/11/2014
17	Dr. K.I. Georgee, Associate Professor, Mar Ivanios College, Thiruvananthapuram	People's Participation in Responsible Tourism	29/11/2014
18	T.P Sreenivasan, Former Ambassador, Vice Chairman, KSHEC	Global Macro Management – Issues and Options for India	23/02/2012
19	Dr.S. Iyyampillai, Professor, Bharatidasan University, Trichy	Probing Economic Crisis	23/02/2012
20	Dr. Manju S. Nair, Associate Professor, University of Kerala	Economic Crisis	23/02/2012
21	Dr. P.S. Mohan Kumar, Professor, DC School of Management and Technology	Global Regulatory Mechanisms – Role of International Agencies	23/02/2012

22	Dr. N. Vijayamohanan Pillai, Associate Professor, CDS	Global Macro forces and Global Integration	24/02/2012
23	Dr. P. Cyriac Mathew, Deputy Director, Collegiate Education	Global Integration of India	24/02/2012
24	Mr. C.P. John, Member, Kerala State Planning Board,	Probing Alternatives- Macro Management	24/02/2012
25	Dr. J. Devika, Associate Professor, CDS	Economic Development and Human Rights	16/11/2012
26	Dr. K.G. Thara, Head, Disaster Management Centre, Govt. Of Kerala	Development and Livelihood Issues Implications on Poor	16/11/2012
27	Dr. Pulapre Balakrishnan, Director, CDS	Governing Developments- New Rights and Implications	16/11/2012
28	Dr. K. Vikraman Nair, Principal, Mar Gregorious College of Law and Former Dean, Faculty of Law, M.G. Univerisity	How Humane is Human Rights	16/11/2012
29	Dr. Gabriel Simon Thattil, Professor, Department of Commerce, University of Kerala	Interdisciplinary approach in Social Science Research	16/12/2013
30	Dr. Mani K.P., Associate Professor, Calicut University	Articulation of Research Problems	17/12/2013
31	Dr. R. Raman Nair, Research Supervisor, Centre for Advanced Research in Library and Information Science, M.G. University	Online Sources for Research- Retrieval Methods	17/12/2013
32	Dr. P. Sreenivasan, Christ University , Bangalore	Use of Econometrics in Research	18/12/2013

List of faculty deputed for seminar/workshop on emerging areas during the last three years

Sl.No	Name of Faculty	Seminar/Work Shop	Date
1	Dr. K. Pradeep Kumar	Two- day National Seminar on Multi-variate Analysis in Commerce and Management Research	K.G. College, Pambady 16 th and 17 th December, 2013
		National Seminar on Green Marketing	P.G. & Research Department of Commerce, Govt. Arts College, Thiruvananthapuram 13 th December, 2013

		National Seminar on India's Emerging Economy – Prospects and Challenges	P.G. Department of Commerce, Government College, Nedumangad 6 th and 7 th November, 2013
2	Sri. Vijayan K Assistant Professor, P.G. Department of Commerce	National seminar on paradigm shift in marketing strategies-A game plan for Domestic Players for 21 st century	.Dept: of commerce, Govt: college for Women Thiruvananthapuram 8 th & 9 th February 2012
		National seminar on Business Ethics & Indian Corporates	P.G. Dept: of commerce, Govt: college, Nedumangad 16 th & 17 th February 2012
		National seminar on Role of parliament in Enacting Business Laws in the Globalised World	P.G. Dept; of commerce, Govt: Arts college Thiruvananthapuram 23 rd & 24 th March 2012
		National seminar on Govt.'s Role in Awareness creation on entrepreneurship among women in india	P.G. Dept: of commerce, Govt: Arts college, Thiruvananthapuram 15 th & 16 th March 2013
		International seminar Doing Business with USA, Trade Financing Options & travel & Visa procedure	Indian chamber of commerce & Industry 10-September 2012
		Conference XXXIII all India Accounting Conference & International seminar	Dept: of Commerce, University of kerala 13 th & 14 th November 2010
		Discussion Panel Discussion on Requirement of Industry-Academic Interface	Indian Chamber of Commerce & Industry 18-September 2012
		Workshop Reviewing & Restructuring B.B.A Curriculum	University Institute of Technology, University of kerala 19 th & 20 th May 2003
		Workshop Training on Cyber Crimes-Law & Security Measures	Institute of Management in Govt: 07-08-2012 to 09-08-2012
		Workshop Training on Awareness Programme on E-Governance	Institute of Management in Govt: 06-06-2011 to 07-06-2011
3	Sri. Sunil. S Assistant Professor, P.G. Department of Commerce	International Seminar on Doing Business with the USA, Trade Financing Options and Travel and Visa Procedures"	Indian Chamber of Commerce & Industry in association with US Commercial Services, US Department of Commerce 10 th September, 2012
		Panel Discussion Recruitment of Industry-Academic Interface"	Indian Chamber of Commerce & Industry, Trivandrum Chapter 18 th September, 2012
		National Seminar Role of Parliament In Enacting Business Laws in the Globalised World"	Institute of Parliamentary Affairs, Govt. Of Kerala in association with Department of Commerce, Govt. Arts College, Thiruvananthapuram 23 rd and 24 th March, 2012
		National Seminar Govt's Role in Awareness Creation on Entrepreneurship among	Department of Commerce, Govt. Arts College, Thiruvananthapuram 15 th and 16 th

		Women in India	March,2013
4	Smt. Vijila V. Assistant Professor, P.G. Department of Commerce	National Seminar Rural Bank marketing in India – Concepts and Strategies	Govt. College for Women, TVPM 8 th and 9 th February, 2012
		National Seminar Ethics in Business- an Overview	Govt. College, Nedumangadu 16 th and 17 th March, 2012
		National Seminar on Role of Financial Inclusion as a means of Inclusive growth	K.N.M Govt. Arts and Science College, Kanjiramkulam 12 th and 13 th January, 2012
5	Shibu A.S. Assistant Professor, P.G. Department of Economics	National Seminar on Current Economic Issues and Development	KNM Govt. Arts and Science College, Kanjiram Kulam TVM 24/01/2012 to 25/01/2012
		Two Day National Seminar Recent Developments in Agriculture	KNM Govt. Arts and Science College, Kanjiram Kulam TVM 5 th and 6 th February 2013
6	Smt. Shalini Lawrence Assistant Professor, P.G. Department of Economics	International seminar on Economic Slumps: Challenges to Indian Economy	FMNC, Kollam 10-11 November 2011
7	Sri. Jolly Bose R., Assistant Professor, Department of Physics	Indo German conference on Laser Applications and Nano-Science	Deutsche Forschungsgemeinschaft (DFG); Srinivasa Ramanujan Institute for Basic Sciences, KSCSTE, Goethe-Zentrum Trivandrum & Humboldt Club Kerala 5-6 December 2013
		International Conference NANO INDIA-2013	NIIST (CSIR), Thiruvananthapuram 19-20 th February,2013
		National seminar on recent trends in Optoelectronics (NSRT-OPTO-2012)	Department of Optoelectronics, University of Kerala 2 nd and 3 rd of July,2012
		National Workshop on Optoelectronics and Optical Communications (NWOOC-2011)	Department of Optoelectronics, University of Kerala 5 th and 6 th of January,2011
8	Nizar Koolikkool Assistant Professor, Department of Arabic	National seminar on The dynamics of interaction between arabic and indian regional languages	University college Palayam
		National seminar on Arabic language in and around Thenkasi- a perspective	Govt. Brunnen college, thalassery
9	Sri Anil Kumar D.V Assistant Professor Department of Malayalam	Seminar Documentariyude Soundarya shastram	Govt. College, Kattappana
		Seminar Chalatchithre bhavana-sakunthalyilum remananihum	Govt. college, Kattappana
		Seminar Reethiyum Bhashayum	University College, Thiruvananthapuram
		Seminar Nadakavum Nadakeeyathayum	Government College Nedumangadu

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

a) Nomination to staff development programmes

Academic Staff Development Programmes	Number of faculty nominated
Refresher courses	7
HRD programmes	Nil

Orientation programmes	11
Staff training conducted by the university	1
Staff training conducted by other institutions	Nil
Summer / winter schools, workshops, etc.	1

List of Faculty members Participated in Orientation /Refresher Programmes

Sl. No.	Name and Designation	Orientation/Refresher Programme	Period	Organised by
1	Dr. M. Nisarudeen	Orientation Programme on UGC Semesterization	10 th December 2009	University of Kerala at Government Arts College, Thiruvananthapuram.
		Orientation Programme in Commerce	26-7-2010 to 27-7-2010	UGC Academic staff College University of Kerala.
2	Smt. Anitha S.	Statelevel Orientation programme	14/12/2009	1 Model Finishing School, IHRD
		Refresher Course in Commerce and Management	05/06/2014 25/06/2014	UGC-ASC, University of Kerala
		Orientation Programme on General Informatics	18/11/2010 20/11/2010	Government College, Nedumangad
		Orientation Programme in Connection with Semestarisiation of UG programme	26/07/2010 27/07/2010	UGC- ASC, University of Kerala
		Orientation Programme on UG semestarisiation	9/12/2009	Govt. College for Women, Thiruvananthapuram
3	Sri. Vijayan K.	Orientation Programme for college Teachers	26-07-2010 27-07-2010	UGC Academic staff College, University of Kerala
		Refresher Course in Commerce & Management	04-09-2012 25-09-2012	UGC Academic staff College, University of Kerala
4	Smt. Vijila V.	Orientation programme	2012 march	Kerala university Academic staff college
		Refresher programme	2009 february	Kerala university Academic staff college
5	Sri. Purushothaman V.M.	Orientation programme	31-10-2012 to 27-11-2012	ASC, University of Kerala
		Refresher Course in Commerce and Management	05/06/2014 25/06/2014	UGC-ASC, University of Kerala

6	Shibu A.S.	Orientation	21/06/2013 18/07/2013	ASC Thiruvananthapuram, Kerala University.
7	Smt. Seethalekshmi V.	Orientation Programme	20-06-2009 to 17-07-2009	University of Kerala
8	Smt. Lekshmi L.	UGC sponsored orientation programme (IT- oriented)	3-3-2011 to 30- 3-2011	Academic Staff College, University of Kerala.
9	Smt. Manju Anna Varghese	Refresher course	22/09/2010 12/10/2010	UGC-ASC, University of Kerala
10	Sri. Jolly Bose	Orientation Programme	31-10-2009 27-11-2009	UGC-ASC, University of Kerala
11	Sri. Anil Kumar D.V.	Orientation Course in Multidiscipline	07-12-2010 03-1-2011	UGC-ASC, University of Kerala
		Refresher Course	03-11-2011 23-11-2011	UGC-ASC, University of Kerala
12	Sri. Nizar Koolikool	Orientation programme	14-12-2009 18-12-2009	College of applied sciences, higher education council, calicut
		Refresher course	19-01-2011 08-02-2011	Manuu hyderabad
13	Renjini R	Orientation Programme on UG Semesterization	December 10, 2009	Govt. Arts College Thiruvananthapuram
14	Sakhariaya T.	Orientation course (IT oriented)	1 st January 2013 to 28 th January 2013	UGC- Academy Staff College ,University of Kerala,Kariavattom,TVM

b) Faculty Training programmes organized by the institution to empower and enable the use of various tools and technology for improved teaching-learning

➤ ***Teaching learning methods/approaches***

. A training programme was conducted to familiarize the teachers to use the interactive boards.

. A training was given to staff and students familiarizing them on Infflibnet.

➤ ***Handling new curriculum***

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

➤ ***Content/knowledge management***

National Seminars and workshops, and special invited talks were organised by all the departments of Commerce, Economics and Polymer Chemistry

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

- The college hosts EDUSAT facility which enriches our know how on different subjects.
- The college subscribes to a number of journals related to different disciplines.
- We have access to inflibnet and it helps us to gather information as required.
- The college union publishes college magazines every year.

➤ ***Assessment***

The faculty members attend the training programmes conducted by the university on Evaluation and Assessment of newly introduced CBCSS system and its present regulations

➤ ***Cross cutting issues***

All the faculty members have received training and guidance on CBCSS such as credit, grade, courses, programmes and the system for offering open courses.

➤ ***Audio Visual Aids/multimedia***

All faculty members receive training in handling interactive smart boards and related accessories to enhance teaching strategies.

➤ ***OER's***

- The college provides access to Inflibnet facility.
- All departments have collections of digital texts and journals.
- The college hosts EDUSAT facility.
- Local radio networks and television channels are used as sources of information.

➤ ***Teaching learning material development, selection and use***

Teachers are trained to explore the internet sources and to create Power Point Presentations.

Teachers and students are encouraged to access information from INFLIBNET, EDUSAT and web resources.

c) Percentage of faculty members

➤ *invited as resource persons in Workshops / Seminars / Conferences organized by external professional agencies*

15 percent

➤ *participated in external Workshops / Seminars / Conferences recognized by national/international professional bodies*

100 percent

➤ *presented papers in Workshops / Seminars / Conferences conducted or recognized by professional agencies*

46 percent

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

Teachers are encouraged to do research in the related disciplines. Majority of the teachers of our College are actively involved in research. A research committee is constituted in the College to guide the teachers to initiate research activities. At present 6 teachers are doing Minor Research Project of UGC. Two teachers have completed the Minor Research Project of UGC. During the last plan period, 4 teachers have availed FDP of UGC. Among them one PhD was awarded by M.G University. Three other teachers are nearing the completion stage of the PhD programme. During the 12th plan period, three teachers have availed the FDP of UGC. Teachers are also encouraged to publish articles in research and academic publications. There is no provision for providing research grants and study leaves to promote research. But the teachers can use freely the library and laboratory facilities of the college for doing their research programme.

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

Enunciate how the institutional culture and environment contributed to such performance/achievement of the faculty.

1. Jolly Bose R., Assistant Professor of Physics, have been called for Syamaprasad Mukherjee Fellowship Test (SPMFT) and secured within 20th rank among the successful candidates.
 2. Dr. Francis Sunny, the Principal of the College for the last academic year has been awarded MRE Conferred by SRBCE, Chennai in the international Seminar held at Mysore University in February 2011. He has also awarded the Bharat Shikha Rantan Award by GSHEG, New Delhi in August 2011.
 3. Dr. M.L. Prema, the Vice Principal of the college has been awarded K.P. Panicker's shashtiabdapurthi memorial prize for the best dissertation based on original research in Kerala History in 1982 by the University of Kerala
- The institution provides autonomy and support to faculties with outstanding and excellent performance in teaching and research. The contributions given by such members are strogly recognised and motivated.

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

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

2.5 Evaluation Process and Reforms

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

The evaluation processes followed by the College is mainly based on the pattern implemented by the University of Kerala. Whenever a new pattern is introduced, the College

deputes one or two faculty members to attend workshops and similar programmes organised by the university. Training programmes on new methods of evaluation are also organised in the institution by inviting experts in the field. Faculty members are also encouraged to attend centralized valuation camps and all examiners' Board meeting for practical exams arranged by the University in the end of the semester examinations.

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

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

The University of Kerala to which the College is affiliated has introduced the **Choice Based Credit and Semester System (CBCSS)** in the UG level w.e.f. the academic year 2010-11. The University introduced the **Grading System** also as the method of evaluation at the degree level. It is a continuous evaluation process which includes both external and internal assessments. Both CE (Continuous Evaluation) and ESE (End Semester Evaluation) will be carried out using **Direct Grading System** on a 5-point scale:

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

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

But from 2013 admission onwards the University of Kerala notified new regulations for evaluation of Choice Based Credit and Semester System. The **direct grading system** was replaced with **indirect grading system** for both Continuous and End Semester Examinations. The CE and ESE ratio shall be 1:4 for both Courses with or without practical. There shall be a maximum of 80 marks for ESE and maximum of 20 marks for CE. For all Courses (Theory and Practical), Grades are given on a 7-point scale based on the total percentage of mark (CE+ESE) as given below.

Percentage of marks	CCPA	Letter Grade
90 and above	9 and above	A+ Outstanding
80 to < 90	8 to < 9	A Excellent
70 to < 80	7 to < 8	B Very Good
60 to < 70	6 to < 7	C Good
50 to < 60	5 to < 6	D Satisfactory
40 to < 50	4 to < 5	E Adequate
Below 40	< 4	F Failure

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

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

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

At the commencement of the academic year, the institution announces tentative dates for the internal class tests and conduct examinations in a centralised mode for each semester. It also ensures the publication of grade points and grades in the stipulated time.

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

Setting of question papers, valuation of answer books and publication of results are carried out by the University. University is the sole authority for the implementation of reforms in examination and evaluation. Individual colleges do not have a direct role in this regard. External examinations for all semesters are conducted as per the schedule of the University. Question papers and answer sheets for the same are issued by the University for which the college shall be accountable in terms of confidentiality and the numbers issued. The college has an examination section with Principal as the chief superintendent of examinations, a senior teacher in charge of the papers concerned as additional superintendent, a clerk and supporting staff for the smooth running of the schedule. The cooperation of all the faculty members is also ensured in the process.

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

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

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

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

The college has a fair and transparent internal assessment system. Grade point and grades obtained in each course is displayed on the concerned Department notice board at the end of every semester. The result is analysed by the individual teachers and the students are encouraged and helped to improve themselves. Semester wise result analysis is done by class tutor concerned and communicated to the parents.

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

The college endeavours to prepare its students to fulfilling careers by enabling them to realize their full potential and by inculcating in them the spirit of intellectual enquiry, independent thinking, self reliance, leadership, cooperation, expression of cultural talents and social service.

The students are equipped with coherent and extensive knowledge in the discipline and the skills, motivation and confidence to engage in continuous learning to meet the personal, professional and vocational challenges of an ever changing world.

The students are provided better communication skills and computer literacy to be equipped for a tech-savvy and globally connected world. As a result, they will possess the confidence, capability, assurance, independence and enterprise to enable them to fulfill their personal and career aspirations. The students will develop independent learning, critical analysis and creativity. The college enables the students to engage in contemporary social and cultural issues and aspire to make meaningful and helpful contributions to local, national and global communities. They are made aware of the norms of ethical behaviour and are encouraged to act in a socially responsible manner both in the work place and other settings through interactive learning and team work.

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

The college has a Student Grievance Redressal Cell which considers complaints of students regarding the internal grades awarded by the departments. Students are free to submit their complaints, if any, to the Grievances Redressal Cell in the department, consisting of Heads of Departments and senior faculty members. If their complaints are not dealt with satisfactorily in the Cell, they can appeal to the college level committee. The internal grades are scrutinized by the cell before forwarding to the University. The University also has formed a Student Grievances Cell which considers matters regarding both Continuous Evaluation (CE) grades as well as the grades of End Semester Evaluation (ESE) conducted by the university. It offers an opportunity to the students to get their answer scripts re-evaluated within a stipulated time.

2.6. Student performance and Learning Outcomes

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

The institution endeavours to achieve its goal by preparing its students to realize their full potential and by inculcating in them the spirit of intellectual enquiry, independent thinking, self-reliance, leadership, co-operation, expression of cultural talents and social service. The curriculum and the syllabi of the academic programmes offered in this college are designed in such a way that these objectives are realized by the successful completion of the programmes. These learning outcomes are communicated to the students right from the beginning of the academic programmes during the induction ceremony and through the orientation sessions. The stakeholders are made aware of this through the College Handbook,

the display boards and the prospectus. Moreover all the activities conducted in the college foster the stated learning outcomes of the institution.

2.6.2 Enumerate on how the institution monitors and communicates the progress and performance of students through the duration of the course/programme? Provide an analysis of the students results/achievements (Programme/course wise for last four years) and explain the differences if any and patterns of achievement across the programmes/courses offered.

The continuous internal assessment comprising of test papers, assignments and seminars is a bench mark to monitor student performance and progress in academics. In addition to this the conventional methods of eliciting answers by way of daily oral questioning at the beginning of the class, revisions, surprise tests etc are conducted to ensure student progress. A university model internal assessment, model practical examination and model viva for the final semester students and model oral exam for the first semester students are conducted at the end of the semester. The final semester students are obliged to do a research oriented project which is guided and evaluated by a teacher before submitting for external evaluation.

The university results in the various programmes during the last five years are as follows:

Result analysis from 2009 to 2013

Programme	Year	College (pass %)	University Topper (Pass %)
UG			
1. B.Com	2009-10	75	79
	2010-11	86	87
	2011-12	74	78
	2012-13	100	100
	2013-14	98	100
2. B.A.(ECONOMICS)	2009-10	77	85
	2010-11	71	76
	2011-12	88	88
	2012-13	90	100

	2013-14	74	98
3. B.A. (HISTORY)	2009-10	85	90
	2010-11	85	89
	2011-12	63	74
	2012-13	90	97.67
	2013-14	97	100
4. B.Sc.(POLYMER CHEMISTRY)	2009-10	75	77
	2010-11	88	88
	2011-12	83	85
	2012-13	86	95
	2013-14	96	100
PG			
1. M.Com.	2008-09	94	100
	2009-10	88	100
	2010-11	94	100
	2011-12	94	100
	2012-13	97	100
2. M.A.(Economics)	2008-09	71	100
	2009-10	85	100
	2010-11	93	100
	2011-12	88	100
	2012-13	50	86

University Toppers

1. During the academic year 2012-2013, **Ansa S.**, the M.Com. student of the College secured **First Rank** in M.Com. degree of University of Kerala.
2. During the academic year 2011-2012, Third Rank was secured by **Sreelekshmi** in B.A. History Degree Examination of University of Kerala.
3. The Third Rank for B.Sc. Polymer Chemistry of University of Kerala was secured by **Jaseena B.** of our College during the academic year 2010-2011
4. The First and Second Rank for B.Sc. Polymer Chemistry during 2008-2009 were secured by our students **Vineetha** and **Aswathy A.** respectively.

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

The College promotes student centric learning through assignments, projects, seminars, project works and practical sessions, through which the students acquire and develop skill in collecting, processing and presenting relevant data, and also develop skills in communication, co-ordination, planning, management and academic writing. The performance of the teachers is subjected to periodic monitoring by IQAC. Publication of exam calendar at the commencement of each semester helps the students to plan and study the syllabus within the stipulated time. After publishing the first internal examination results, weaker students are identified and provisions for remedial classes during the tutorial hours are made. As part of teaching-learning strategy, the institution provides the students with free internet access, INFLIBNET facility, EDUSAT, and these facilities help the students to collect up-to-date information for learning. The institution encourages field visits, industrial visits and interaction with experts through seminars and workshops, by which the students develop their knowledge, personality and social orientation. Add- on Courses to enrich the curriculum teaching and courses to improve Communication Skills are also conducted in the college.

Exposure for students to interact with students of other colleges are also arranged to familiarize the innovative practices existing outside the institution and also attending seminars in nearby colleges on topics related to the newly introduced syllabus.

2.6.4. What are the measures/initiatives taken up by the institution to enhance the social and economic relevance (student placements, entrepreneurship, innovation and research aptitude developed among students etc.) of the courses offered?

The programmes offered in the College equip the students to undertake quality jobs and materialise their career ambitions. The faculty provides information on recruitment processes, higher education institutions, interview techniques, group discussion strategies and quality jobs. The eligible students of the institution have registered with Kerala Public Service Commission (one time registration). The departments periodically display PSC/UPSC and other job notifications so that students can apply for them in time.

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

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

The active participation of students in national seminars is encouraged to develop their research aptitude. Entrepreneurial club under the guidance of the department of Commerce gives entrepreneurial guidance to the students. Alumni members in reputed posts are also invited to interact with the students for sharing their experience motivate and make them aspirant of demanding positions. Opportunity to interact with experts from industries help the students knows the scope and importance of various subjects. Classroom interactions by the teachers concerned on the practical application of the course also help in the understanding of the thrust areas. Industrial visit, study trip, practical in various subjects oriented towards social and economic relevance also enhances their aptitude in the subject. **Additional Skill Acquisition Programme (ASAP)** strengthens the self-confidence and passion about the subject. With increased level of communication and presentation skills acquired from the programme, the students can find profitable jobs.

2.6.5 *How does the institution collect and analyze data on student performance and learning outcomes and use it for planning and overcoming barriers of learning?*

The results of the out-going students are sure tools to analyze the learning outcomes of the institution. Academic and Result Review Committees have been constituted to evaluate the teaching-learning process including the university examination results.

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

Interdisciplinary topics are handled by teachers of respective departments to make students understand the topics effectively and to break the monotony. Interdisciplinary projects are also carried out in VI semester to widen the knowledge and to make them understand about the relevance of the subject in other fields as well. Use of internet, virtual class room and student oriented teaching methods are also carried out to make them more involved. The feedbacks collected from the parents and alumni are added yardsticks to measure the learning outcomes.

2.6.6. How does the institution monitor and ensure the achievement of learning outcomes?

Students are evaluated on the basis of internal tests, assignments, seminars, presentations and group discussions. Their performance in the external examinations and placement drives are also assessed. The fact that a majority of students proceed to higher studies/ research/ employment is a positive indication of learning outcomes. Students who need extra attention are given tutorial sessions and remedial classes.

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

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

The evaluation outcomes are an indicator for student performance and achievement of learning objectives and planning. The evaluation process includes

House visit : The class teachers make house visits to those students who are irregular in class and show lack of interest in academics. Parents and their ward are counselled and personal problems including family problems are discussed during the visit. The students are found to show marked improvement in their studies and attendance after the visits.

Open House : To review the performance of students, open house is conducted after internal assessment to make the learning process more effective. The rapport between the parents and teachers during open houses helps in enhancing positive changes in the students behavior and performance.

Weekly Work load Statement: The Principal, collects the weekly workload of the department from the Heads of the department to assess the teaching learning process and necessary corrective measures are suggested to the concerned departments to make them more accountable.

Academic and Result Review Committees: Result and Academic review committees have been constituted to review the academic performance of each department immediately after the publication of University results.

Internet and INFLIBNET facilities , EDUSAT facility, Computer lab, Language lab, facilities for copying and other reprographic services and good academic ambience are the strengths of the institution. Majority of the faculty members are engaged in research projects and research leading the PhD in respective basis on FDP or part time basis. The academic excellence of the institution is enriched through the support of UGC, PTA and Alumni through their combined efforts. The institution takes great responsibility to ensure better quality education through high profile faculty and related amenities.

CRITERION III: RESEARCH, CONSULTANCY AND EXTENSION

3.1 Promotion of Research

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

Yes. The Post Graduate Department of Economics is a recognised research centre of University of Kerala. Ten research scholars are working towards PhD from this centre.

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

Yes. There is a Research Committee functioning in the college to facilitate and monitor research activities and to popularize the importance of research and development in the field of higher education. The committee comprises of a co-ordinator, research guides and one representative each with a PhD from the departments. The college has realized the importance of teaching, research and extension as the three pillars of today's higher education system. As part of this, the teachers are encouraged to avail of the Faculty Development Programme (FDP) of the UGC as well as other research projects, both major and minor. To create a research perspective among the teachers and students, seminars and conferences are being organized in the college. Necessary infrastructural facilities are provided in the form of Seminar halls, smart class rooms, computer laboratory, etc. The committee encourages students to take up projects which have potential for future research for themselves and for the faculty.

The major decisions taken by the research committee during the academic year:

- Encourage the faculty who do not possess research degrees to enroll as research scholars in Universities or other recognized research centres at the earliest.
- Motivate and guide the faculty and scholars of the centres to take up minor/major projects.
- Encourage the faculty members to attend seminars organized by various institutions to get in touch with the latest developments in their respective fields.
- Subscribe research journals in the departments, especially the research centres.
- Motivate the faculty to regularly publish articles and research papers in various national and international journals.

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

Autonomy to the principal investigator: The principal investigators are given complete autonomy regarding the projects assigned to them.

Timely availability or release of resources: the funds granted by the funding agencies are communicated to the investigator and the grants are released on time.

Adequate infrastructure and human resources: The college provides adequate infrastructure such as laboratories and libraries for accomplishing research projects.

Time-off, reduced teaching load, special leave etc. to teachers: teachers are given time off, reduced teaching load, special leave etc to engage in research projects.

Support in terms of technology and information needs: The institution has supporting system in terms of technology and information such as ORCH,

INFLIBNET, e- journals etc. Teachers and students can use the computer lab and internet facility of the college for doing projects.

Facilitate timely auditing and submission of utilization certificate to the funding authorities : The office provides support for timely audit and submission of utilization certificate to the funding authorities.

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

The institution promotes research activities among the student community. In order to inculcate a taste for academic research, students are encouraged to participate in seminars, workshops, conferences and invited lectures. The projects assigned to students are based on topics meant to improve scientific temper and creativity. In addition to this students in both UG and PG are undertaking a dissertation (project work) as a part of the partial fulfillment of the course.

3.1.5 Give details of the faculty involvement in active research

Details of Research guides

Name of the Guide	Department	No of Scholars	
		Awarded PhD	Undergoing PhD
Dr. P.SURESH KUMAR	ECONOMICS	03	04
Dr.C.RAJASEKHARAN PILLAI	ECONOMICS	NIL	6
Dr. S.SATHEESH KUMAR	COMMERCE	NIL	04
Dr.A. NELSON	COMMERCE	NIL	NIL

Teachers having PhD

Name of faculty	Department	Year of award of PhD
Dr.M.L. PREMA	HISTORY	2006
Dr. M. NISARUDEEN	COMMERCE	2011
Dr. AJITHAKUMARY B	HINDI	2011
Dr.PRADEEP KUMAR K	COMMERCE	2013

Details of Research scholars

Sl No.	Scholar Name	Guide	Topic
1.	Binu Kumar B J	Dr.C. Rajesekharan pillai	Impact of Globalisation on socio economic conditions of women cashew Workers in Kerala since 1990
2.	Sindhu S B	-do-	Food Safety Net in Kerala, Role of Public Distribution System, A Micro Ananlysis.
3.	Maya P K	-do-	Impact of Decentralisation on Production Sectors in Kerala – A Case Study.
4.	Sreeja S R	-do-	Problems of Solid waste management in Kerala : An Analysis
5	Binu S	-do-	Income and Employment Impact of Tourism in Kerala.
6	Anila kumari	-do-	Women Empowerment under MNREGP in Kerala : An Analysis.
7.	Prabhavathi T	Dr. P Suresh Kumar	Drinking water problem of rural people especially of marginalised classes.
8.	Ratheesh T	-do-	Challenges of Macro Economic Policy
9	Aneesh R	-do-	Common Property Resources and conflicting interests a Case study of vembanadu and kayamkulam estuaries of kerala.
10	Vineetha	-do-	Labour Migration to Kerala and its implications in the labour market.
11	Sabeena AS	Dr. S Satheesh Kumar	Customer Services and Satisfaction- A Case Study of Kerala State Financial Enterprises Ltd.(KSFE)
12	Haris M	-do-	A Study on Influence of Self Help Groups(SHG) in Entrepreneurship Development and Empowerment of Women in Kerala

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

Seminars were organised in the Post Graduate Departments of Commerce, Economics and Polymer Chemistry with special focus on topics related to research methodology and related emerging research areas.

Name of workshop /seminar	Geographical coverage	Organizing department	Date	Participant status
Revision of Syllabus of FDP in Commerce	University of Kerala	Commerce	20, 21&22 rd March 2014	Teachers, Members of Board of Studies
Women Rights and State Development	National	Commerce	January,2014	Teachers, Social Activists & Scholars, students
Revision of Syllabus of FDP in Economics	University of Kerala	Economics	26, 27and 28 th march 2014	Teachers, Members of Board of Studies
Advanced Polymer Technology.	National	Polymer Chemistry	28 th November 2013.	Teachers, Scholars, students
Responsible Tourism	National	Commerce	28 th & 29 th November 2013	Teachers, Scholars, students
Advanced Research Methodology	National	Economics	17 th 18 th and 19 th December 2013	Teachers, Research Scholars, & students
Research Methodology	Regional	Commerce	January,2013	Teachers, Scholars, students
Emerging Trends in e-Commerce	National	Commerce	8 th and 9 th March 2012	Teachers, Scholars, students
Human Rights and Economic Development – Probing its Dynamic and Impacts	National	Economics	16 th November 2012	Teachers, Social Activists & Scholars, students
Changing Phases of Global Macro Management	National	Economics	23 rd and 24 th February 2012	Teachers, Scholars, Professionals and students
Role of Private Public Partnership in the Infrastructure Development of Kerala	National	Commerce	March,2010	Teachers, Scholars, students

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

Name of the teacher	Research areas and expertise
1. Dr. P. Suresh Kumar	Fisheries , Macro Economics
2. Dr. C. Rajasekharan Pillai	Macro Economics, Industrial Economics
3. Dr. M.L. Prema	Historiography
4. Dr.S.Satheesh Kumar	Human Resource Management
5. Dr. M. Nisarudeen	Human Resource Management, Personal Finance
6. Dr. B. AjithaKumari	Hindi Kadha Sahithya

7. Dr. A. Nelson	Consumer Behaviour, Strategic Alliances
8. Dr.K. Pradeep Kumar	Production Management, Marketing Management, Fisheries (Culture) Management
9. Dr. Francis Sunny (former Principal)	Endocrinology
10. Sri. Shibu A.S.	Consumerism, Environmental Economics
11. Smt. Seethalekshmi.	Macro Economics, Poverty (urban)
12. Smt.Lekshmi L.	Macro Economics, Unemployment (Educated)
13. Miss. Jayasoorya	Micro Economics, Consumerism
14. Sri. Vijayan K.	MSMEs, Financial Sector Reforms
15. Smt. Anitha S.	Technology transfer, HRM
16. Sri. Sunil S.	Personal Finance
17. Smt. Vijila V.	Banking Reforms, BASEL accords
18. Sri. Purushothaman V.M	Retail Industry, Impact of Corporate Retail
19. Sri. Sunilraj N.V.	Risk Management
20. Smt. Sumi.	Imprinted Polymers
21. Sri. Jolly Bose R.	Superconductivity, Optoelectronic Applications
22. Sri. Anil Kumar D.V.	Malayalam film review, Art Vs. Parallel films
23. Sri. K.H. Ragesh	French cultural impact- special emphasis on Mah"e .
24. Sri. Pradeep Kumar K.	Beaurocracy, Political elites

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

The College conducts seminars in various disciplines for which eminent scholars are invited as key note speakers. Guest lectures are conducted from time to time with prominent experts as resource persons.

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

Three teachers have availed of the FIP accorded by UGC to pursue research on sabbatical leave during the last five years. A good number of these teachers are continuing their

research by engaging themselves in projects undertaken with UGC assistance. Many of these teachers have become research guides. The researchers regularly publish their findings and articles in academic and International/ National journals.

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

The college motivates teachers to undertake research projects and encourage them to publish their research findings. The teachers regularly publish research papers in various international and national journals. Some of these findings have been put to practical use in the industry. The follow up of some of the findings are taken up by scholars for further research. The following research findings of the faculty of the college have been transferred for the benefit of the community.

- The research studies of Jolly Bose R on Transparent conducting oxides for Optoelectronic applications has been useful both for the industry and common man .
- The research work done by Dr.Pradeep Kumar K. is multidisciplinary with an application of production and management techniques in aquaculture development. The findings and recommendations of the study are communicated to Government of Kerala for initiating necessary actions.

3.2 Resource Mobilization for Research

3.2.1 What percentage of the total budget is earmarked for research?

Give details of major heads of expenditure, financial allocation and actual utilization.

The college is committed to provide assistance to the teaching faculty as well as postgraduate students to carry out research and project activities. However there is no specific allotment of funds towards the purpose. But the college encourages research culture by setting up the required infrastructural facilities such as construction of well equipped libraries, science laboratories, internet terminals, language laboratory etc. for the purpose of facilitating research activities among the staff and students. Hence, the role assumed by the institution is that of a facilitator.

3.2.2 Is there a provision in the institution to provide seed money to the faculty for

research? If so, specify the amount disbursed and the percentage of the faculty that has availed the facility in the last four years?

No. The researchers are encouraged to undertake Minor/Major Research Projects of UGC to meet the seed money requirements.

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

Students are provided with the facility to make use of the infrastructural facilities of the college to undertake their projects. Financial support for fieldwork, industry visits, survey etc. is provided to deserving students on request.

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

- Dr. M Nisarudeen of the Commerce Department conducted an interdisciplinary research project based on Management on the topic Human Resource Management in the Kerala State Financial Enterprises Ltd.-A Comparison with the Private Sector Financial Enterprises in Kerala.
- The book published by Dr. Pradeep Kumar K., based on his PhD thesis is purely interdisciplinary in nature covering the production and marketing practices of aquaculture (culture fisheries) products in Kerala

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

Research scholars attached to the research centre share the library, labs, computers with internet facility, reprographic facility, INFLIBNET and e-journals and other infrastructural facilities of the research centre/college. The CBCSS requires final semester

students to do a project and hence they start research activities from the UG level itself. The PG students also conduct research works as a part of the partial fulfillment of their programme. These students also enjoy all the facilities available in the College monitored by their concerned guides.

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

Apart from the grant allocated from the UGC during XI plan period, the institution does not receive any grant for developing research facilities.

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

The Principal circulates notice to intimate the faculty on the UGC notification inviting proposals for applying for Projects and other Faculty Development programmes. The Research Committee co-ordinator conducted an awareness meeting in the academic year 2012-13 to brief the teachers on the various funds available and to motivate them to undertake projects.

The following tables show the projects carried out and the grants received so far:

Nature of the project	Duration	Title of the project	Name of the funding agency	Total Grant		Total grant received till date
	Year			Sanctioned	Received	
	From To					
Minor projects	2012	A Study on the Perception of Bank Managers Towards the Impact of Basel ii Accord	UGC	RS. 85,000/-	76000	76000
	2013	Changes in Consumption Pattern of Sc community – A Case study with Special Reference to Kollam District	UGC	125000	75000	75000
		Socioeconomic effects of relocation on stunami victims in Kollam District .	UGC	135000	85000	85000
		Banking- Still a Golden Apple. A Study on the	UGC	100000	NIL	NIL

	2014	A Study on Technology Adaptation by Brackishwater Aquaculture in Kollam District	UGC	50000	NIL	NIL
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3.3 Research Facilities

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

The Post graduate department of Economics is an approved research centre recognized by the Kerala University. In order to facilitate the research scholars, full-fledged research rooms with internet facility and reprographic facilities are provided. The Centre has a research library with 14 research journals and a Computer lab with 4 computers. The General Library of the college redistributes information in digital formats to research scholars. In addition to INFLIBNET, at present the general library has 25510 books and 48 periodicals.

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

- The programmes which have scope for higher studies and employability have been upgraded to PG programmes. The Departments of Commerce, Economics and Chemistry have been upgraded thus. The department of History has applied for sanction for PG. The department of English has applied for sanction for both UG and P.G.
- The upgrading of the PG departments to Research centres is the next step of the institutional planning to meet the basic needs of research scholars. As a part of this, Economics Department is an approved research centre. The procedure for upgrading commerce department as a research centre under the University of Kerala is nearing completion.
- Building up libraries for the PG departments, upgrading the lab facilities with modern equipments, computer and browsing facilities, providing space for undisturbed research etc are the infrastructural facilities created to meet the needs of the researchers.
- New technologies like Smart rooms and the upgrading of the science labs are planned for future development of research. Purchase of more international journals in the new and emerging areas of research from the XII plan UGC assistance is also envisaged.

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

The college receives assistance for enhancing research facilities only from the UGC, Central and State Govts, Directorate of Collegiate Education and Higher Education Council.

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

The college is open to research scholars and students outside the campus to utilize the facilities available in college for pursuing their projects/research under the guidance of faculty members in the college. The central library is also open to students of outside campus for reference, with permission.

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

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

3.4 Research Publications and Awards

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

****Research studies or surveys benefiting the community or improving the services***

The Post Graduate Department of Economics and Research Centre conducted “Statistical Survey for estimation of coconut production in Kerala 2013-14” (Sponsored by Coconut Development Board of India) in which we analysed and forecasted coconut production in Kollam and Thiruvananthapuram districts.

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

Now we are attempting to publish a research journal.

3.4.3 Give details of publications by the faculty and students:

*** Publication per faculty**

Department	Total publications (including books, journals and conferences)
Commerce	26
Economics	41
History	3
English	
Physics	5

Number of papers published by faculty and students in peer reviewed journals (national/ international)

Sl. No.	Name of faculty	Article/Book	Title	Journal/Publisher
1	Dr.M.L. Prema Associate Professor Department of History	Article	Kumaran Asan-the Journalist and Legislator	Journal of Kerala Studies
		Article	Aleppy Riot of 1936	Journal of Kerala Studies
		Article	Civic Right League of Travancore	Journal of Kerala Studies
2	Dr.C. Rajasekharan Pillai Associate Professor P.G.Department of Economics	Article	Trade Optimism Vs. Trade Pessimism	Pragathi, Trivandrum 2007
		Article	Role of Trade in Development: Theoretical and Institutional Aspects	University College Journal of Politics and Society,2008
		Article	Foreign Trade and Economic Development in Travancore (1894-1947)	Journal of Kerala Studies,

		Article	Foreign Trade of Travancore and India 1894-1947: A Comparative Analysis	ISDA Journal, 2009
3	Dr.S. Satheshkumar Associate Professor P.G.Department of Commerce	Article	Performance Evaluation – a must for Performing Organisations	Review of Social Sciences Vol.VIII No.2 December, 2007
		Article	Entrepreneur Intent among MBA students in India	Review of Social Sciences Vol.XI No.2 December,2010
4	Dr. M. Nisarudeen Associate Professor P.G. Department of Commerce	Article	Industrial Relations with Public and Private Sector Chit Business Enterprises in Kerala.	ISDA Journal 20(4)2011 pp331244
		Article	Quality of Work Life Among the Employees of Public and Private Sector Financial Enterprises in Kerala.	Management Researcher Vol.XV III No.2 October-December 2011 -PP 47-55
		Article	Job Satisfaction Among the Employees of Public and Private Sector Financial Enterprises in Kerala	Management Researcher Vol XX No.3 Jan-Mar 2014
5	Dr. K. Pradeep Kumar Assistant Professor, P.G.Department of Commerce	Article	Quality of Work Life (QWL) in Small Scale Industries	SEDME, Vol. XXIII(4)December, 1996
		Article	Floriculture: an emerging industry	Kerala Calling September,1996
		Article	BPR-Re-engineers the Process and Mind	KEGEES Journal of Social Science, Vol.1, No.1 . July, 2009
		Article	Causes of Mortality in Aquaculture Production – An Application of Factor Analysis	Research Review – A Journal of Commerce & Management Association of India (CMAI) (ISSN 2277 - 4033), Volume I February, 2012
		Article	Problems in Marketing of Aquaculture Products – An Application of Multiple Discriminant Analysis	Research Review – A Journal of Commerce & Management Association of India (CMAI) (ISSN 2277 - 4033), Volume II February, 2013

		Article	A Study on the Production and Marketing of Aquaculture Products in Kerala	KEGEES Journal of Social Science, Vol.6 No.2 July, 2013
		Article	Production Support Given by Agencies to Promote Aquaculture in Kerala- An Application of Factor Analysis	Proceedings of the National Seminar on Multivariate Data Analysis 2013
		Article	Production Problems in Aquaculture- a Case of MANOVA	Manage DCMS Journal of Management Vol 7&8, No. 1-4 January- December, 2013
		Article	A trend analysis on Aquaculture Production in India	Southern Economist Vol 52 Number 19 February, 2014
		Article	Aquaculture Development	Kerala Calling, 1 st June, 2014
		Article	Aquaculture Development in Kerala	Southern Economist
6	Sri. Vijayan K Assistant Professor P.G. Department of Commerce	Article in Edited book	Free Trade Agreement & Economic Multiplier published in the book Free Trade Agreement & Indian Economy	Free Trade Agreement & Economic Multiplier published in the book Free Trade Agreement & Indian Economy
7	Sri. Sunil S. Assistant Professor P.G. Department of Commerce	Article in Edited book	Free Trade Agreement- Myth and Reality published in the book Free Trade Agreement & Indian Economy	Free Trade Agreement & Economic Multiplier published in the book Free Trade Agreement & Indian Economy
7	Smt. Vijila V. Assistant Professor P.G. Department of Commerce	Article in Edited book	Basel Accord And Indian Banking Industry In The Liberalized Era published in the book Special Economic Zones In India	ISBN 978-81-8387-275-1
		Article	Bancassurance – potential for the co-operative sector	Journal of Business Studies, Alumni Association, Department of Commerce, University of Kerala Vol. 6 No. 11

		Article	Business Performance – An Evaluative study on Public and Private Life Insurance companies in India	Commerce and Business Researcher ISSN No. 0976-4097 Vol. 4
8	Sri. Purushothaman V.M. Assistant Professor P.G. Department of Commerce	Article in Edited book	A study on E-purchase habit among rural consumers published in the book Rural E-commerce in India-emerging trends and challenges (Edited book)	ISSN:978-93-5104-594-6 2013
		Article	Environmentalism in Retailing	Management Researcher Vol.XX No.1 ISSN -2230-8431 July- Sept 2013
		Article	A Study on Financial Inclusion in Kerala	Review of Social Sciences Vol XIII No.2 ISSN -0974-9004 July-December 2012
		Article	A Study on e-Commerce habit among Rural Consumers in Kerala	Management Researcher Vol XX No.3 Jan-Mar 2014
9	Smt. Seethalakshmi V. Assistant Professor P.G.Department of Economics	Article	Urban Poverty in Kerala: Trends and Characteristics	ISDA Journal 2013
		Article in edited book	Alleviating Poverty: Evaluating the „mission“ of Kerala’s Kudumbasree	Collected Papers: International Seminar of SVASH, Volume II 2014
		Article in edited book	Poverty Alleviation Programmes in India: Approaches, Programmes and Effectiveness.	Dimensions of Indian Economy: A Collection of selected Articles, Edited book 2014
10	Sri. Anil Kumar D.V Assistant Professor, Department of Malayalam	Text Book	Bharatheeya Bharatheeyethara Sahithya Chinthakal	Book published by M.G. University, (Text book prescribed for UG students)2012
11	Sri. Jolly Bose R. Assistant Professor, Department of Physics	Article	Role of thermal energy in solid state reaction leading to the formation of silver tungstate phase in Ag/ WO ₃ matrix	Journal of Applied Physics (American Institute of Physics) Communicated (2014 June)

		Article	Effect of silver incorporation in phase formation and band gap tuning of tungsten oxide thin films	Journal of Applied Physics (American Institute of Physics)2012
		Article	Effect of Cu on the microstructural and electrical properties of Cu/ZnO thin films	Journal of Alloys and Compounds (Elsevier)2012
		Article	Preparation of high Jc Bi-2223 super conductors in multistage cold pressing	Superconductor Science and Technology (IOP Science)2005
		Article	Effect of precursor phase assemblage on densification and critical current density of (Bi,Pb)-2223 superconductor	Material Letters (Elsevier 2004)
12	Dr. P. Suresh Kumar Research Supervisor P.G.Department of Economics & Research Centre	Article	A Bull in the China Shop:MNCs/FDI in the Indian Market",	<i>India Today.Issues Before the Nation</i> , Vol-1, Pages: 313 - 321, 2014
		Article	"Food Security in India:Issues and Challenges",	<i>Social Science in Perspective</i> , Vol-Vol.5, No-4, Pages: 334 - 346, October 2013
		Book Review	"Finishing the Long Roads.....(Book Review)"	<i>Social science in Perspective</i> , Vol-5, No-2, Pages: 195 - 199, April 2013
		Article	"Development and Environment:Human Rights Dimensions."	<i>Journal of Parliamentary Studies</i> , Vol-5, No-1, Pages: 69 - 75, January 2013
		Article	"State as a Facilitator(in Malayalam)"	<i>Business Boom</i> , Vol-1, No-7, Pages: 9 - 12, March 2012
		Article	"Financial Inclusion and Economic Empowerment"	<i>Social Science in Perspective</i> , Vol-4, January 2012
		Article	"Human Rights in a Changing World"	<i>Social Science in Perspective</i> , Vol-3, No-3 and 4, December 2011
		Article	"Socio-Economic Relevance of the Budget(in Malayalam)"	<i>Prathichaya</i> , Vol-4, No-45,46, Pages: 81 - 83, August 2011
		Article	"Visiting Land Reforms",	<i>Social Science in Perspective</i> , Vol-6, April 2011
		Article	"Managing Socio-economic Diversity:Need for New Approach:Some Reflections on Reservation"	<i>University College Journal of Political Science</i> , Vol-6, No-1 and 2, March 2011
		Article	"New Technology:Bane or Boon? A Refocus on Kerala Fishery ",	<i>Research Journal of F.M.N. College</i> , Vol-3, No-1, January 2011
		Article	"Managing Socio-Economic Diversity:Need for New approaches-Some	<i>University College Journal of Politics and Society.</i> , Vol-6, No-1-2, Pages: 44 - 46,

		Reflections on Reservation"	August 2010
Article	"Special Economic Zones and The Kerala Economy"	<i>Social Science in Perspective</i> , Vol-1, No-1, December 2009	
Article	Ecological Imbalances and Changing Coastal Environment	<i>Southern Economist</i> , Vol-48, No-5, July 2009	
Book	"Development, Politics and Society:Left Politics in Kerala:A Disinterested Perspective. "	<i>APH Publishing Corporation; New Delhi.</i> , Vol--, 2009	
Book	"Fishery Technology:Development Lessons for the Third World"	<i>APH Publishing Corporation; New Delhi.</i> , Vol--, 2009	
Article	"Labour Flexibilityand Working Class Interests"	<i>University College Journal of Politics and Society</i> , Vol-3, No-1, August 2007	
Article	"Re-discovering India :The Way Ahead ",	<i>University College Journal of Politics and Society</i> , Vol-3, No-1,	
Book Review	"Fourth World:Dream and Realty(Book Review in Malayalam)",	<i>Trade Union</i> , Vol-27, No-7, Pages: 71 - 74, August 2004	
Book Review	"Global Ethical Options in the Tradition of Gandhi,King,and Ikeda,Lawrence Carter, Sr;George David Miller,and Neelakanta Radhakrishnan Book Review)",	<i>Journal of Peace and Gandhian Studies</i> , Vol-5, No-1, Pages: 116 - 117, January 2004	
Article	"Why Should I Know Gandhiji(in Malayalam)",	<i>Bharana Chakram</i> , Vol-28, No-11-12, Pages: 18 - 20, December 2003	
Article	"Globalisation and the Civil Service (in Malayalam)"	<i>Bharana Chakram</i> , Vol-28, No-9-10, Pages: 11 - 16, October 2003	
Article	"Globalisation and its Implications",	<i>Research Journal of F.M.N. College Kollam</i> , Vol-1, No-1, Pages: 6 - 14, July 2003	
Article	"Modernisation of Governance Programme:Relevance of Alternative Approach (in Malayalam)"	<i>Bharana Chakram</i> , Vol-28, No-2, Pages: 11 - 17, February 2003	
Article	"Economic Reforms of Kerala",	<i>ISDA Journal</i> , Vol-12,13, No-4,1, Pages: 339 - 344, December 2002	
Article	"Planning for Globalisation-Some Reflections on the Tenth Five Year Plan"	<i>Excelsior</i> , Vol-3, No-1, Pages: 55 - 68, July 2001	
Article	"A Budget for Growth(in Malayalam)"	<i>Yojana</i> , Vol-29, No-9, Pages: 4 - 6, April 2001	
Article	"Globalisation and Kerala Fishery:Survival Strategies of Small and Middle Level Fishermen Groups"	<i>Proceedings of International Seminar</i> , Vol-nil, No-nil, Pages: 1 - , January 2001	
Article	"New Technology and Artisanal Fishermen in	<i>The Indian Journal of Labour Economics</i> , Vol-44, No-1,	

		Kerala",	Pages: 75 - 84, 2001
	Article	"Amarthya Sen and Kerala (in Malayalam)"	<i>Bharana Parishkaravedi</i> , Vol-nil, No-nil, Pages: 133 - 136, 2001
	Article	"Total Quality Management and Higher Education"	<i>Excelsior</i> , Vol-2, No-2, Pages: 35 - 38, December 2000

Number of publications listed in International Database (for Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)

Department	Scopus
Economics	21
TOTAL	21

Chapter in Books

1	Dr. P. Suresh Kumar	Book Chapter	"The Dynamics of Human Rights and Economic Development"	<i>Human Rights in a Changing World</i> , Vol-Nil, No-Nil, Pages: 128 - 132, 2011
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Books with ISBN/ISSN numbers with details of publishers

No	Name of Faculty	Title of book	Publishers	ISBN/ISSN
1	Dr. P. Suresh Kumar	"Governance and Development:Lessons and Experience of Kerala (Book).",	<i>APH Publishing Corporation; New Delhi 2007</i>	ISBN-13: 9788131300718
		"Development, Politics and Society:Left Politics in Kerala:A Disinterested Perspective. "	<i>APH Publishing Corporation; New Delhi</i>	ISBN10: 8131305015
		"Fishery Technology:Development Lessons for the Third World"	<i>APH Publishing Corporation; New Delhi.,</i>	ISBN-10:8131305457
2	Dr. M. Nisarudeen	Human Resource Management In Public Enterprises.	Sonali Publication New-Delhi-2012	ISBN-9788-18-4113-846
3	Dr. K. Pradeep Kumar	Production and Marketing of Aquaculture Products	Abhijeet Publications, New Delhi-2014	ISBN 9788-93-5074-112-2

Citation Index

1. Dr. Francis Sunny (Principal 2013-2014)

Citation indices	
All	Since 2009
Citations	76 25
h-index	4 3
i10-index	3 0

<u>Title and Authors</u>	<u>Cited by</u>	<u>Year</u>
Rapid action of glucocorticoids on branchial AT Pase activity in <i>Oreochromis mossambicus</i> : an in vivo and in vitro study F Sunny, OV Oommen Comparative Biochemistry and Physiology Part B: Biochemistry and Molecular	<u>24</u>	2001
Rapid action of cortisol and testosterone on lipogenic enzymes in a fresh water fish <i>Oreochromis mossambicus</i> : short-term in vivo and in vitro study F Sunny, PS Lakshmy, OV Oommen Comparative Biochemistry and Physiology Part B: Biochemistry and Molecular	<u>21</u>	2002
Sex steroids regulate intermediary metabolism in <i>Oreochromis mossambicus</i> F Sunny, A Jacob, OV Oommen Endocrine research 28 (3), 175-188	<u>11</u>	2002
Rapid action of testosterone and diethylstilbestrol on enzymes of osmoregulation in a freshwater fish <i>Oreochromis mossambicus</i> F Sunny, OV Oommen Endocrine research 28 (1-2), 69-81	<u>5</u>	2002
Genomic effect of glucocorticoids on enzymes of intermediary metabolism in <i>Oreochromis mossambicus</i> F Sunny, A Jacob, OV Oommen Endocrine research 29 (2), 119-131	<u>4</u>	2003
Influence of steroid hormones on plasma proteins in freshwater tilapia <i>Oreochromis mossambicus</i> KG Francis Sunny, OV Oommen Indian journal of experimental biology 40, 1206-1208	<u>4</u>	2002
Thyroid status alters gill ionic metabolism and chloride cell morphology as evidenced by scanning electron microscopy in a teleost <i>Anabas testudineus</i> (Bloch): Short and long term in vivo study P Sreejith, RS Beyo, G Prasad, F Sunny, OV Oommen Indian journal of experimental biology 45 (12), 1015	<u>3</u>	2007

Effects of steroid hormones on total brain Na (+)-k+ ATPase activity in Oreochromis mossambicus. F Sunny, VO Oommen Indian journal of experimental biology 42 (3), 283-287	<u>3</u>	2004
Scanning electron microscopic evaluation of effect of cortisol on chloride cells of tilapia, Oreochromis mossambicus F Sunny, OV Oommen Indian journal of experimental biology 42 (4), 398-402	<u>1</u>	2004

3.4.4 Provide details (if any) of

**research awards received by the faculty*

1. Dr. Francis Sunny, the Principal of the College for the last academic year has been awarded MRE Conferred by SRBCE, Chennai in the international Seminar held at Mysore University in February 2011. He has also awarded the Bharat Shikha Rantan Award by GSHEG, New Delhi in August 2011.
2. Dr. M.L. Prema, the Vice Principal of the college has been awarded K.P. Panicker's shatiabdapurthi memorial prize for the best dissertation based on original research in Kerala History in 1982 by the University of Kerala

3.5 Consultancy

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

As per the guideline of UGC, the college introduced **Community College Scheme** in the campus which provide Vocational Training Programmes to the youth so as to improve employability. Community college undertakes programmers in consultation with the industry in and around Kerala. The college also runs Continuing Education Cell, an authorized centre for job oriented courses recognized by the Kerala University.

3.5.2 What is the stated policy of the institution to promote consultancy? How is the available expertise advocated and publicized?

The college does not provide consultancy at present, but has the scope of starting it in the

near future. The college propagates the information about the consultancy services through various functions organized in the college, in parent-teacher interactions, NSS unit etc.

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

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

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

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

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

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

3.6 Extension Activities and Institutional Social Responsibility (ISR)

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

The college is situated in a semi – urban area. Most of the people lack proper education and related facilities. They are not aware of the recent trends and changes taking place in the society.

The institution organizes programmes to eliminate their problems by the active involvement of NSS units of the college. The students of our college actively participate in these programmes and help them. These activities help the students to practice good citizenship and give them service orientation.

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

Though the college is situated in a semi – urban area, most of the students are having rural background. The college extends all possible support to the students to involve in social movements that promote citizenship roles. The NSS units of the college work with a focus on promoting citizenship roles in students. The staff advisor and the coordinators of the respective units track the involvement of the students. The attendance of the students in these activities is registered without any fail and grace marks are provided at the final stage of their graduation. The students are also encouraged to participate in National Integration Camps of NSS. The college union election is conducted in a democratic manner and it helps to enhances students' political consciousness and social participation.

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

The quality and performance of the college is reflected through the feedback received from the students, alumni, PTA, MLA's, councilors, Educational experts, etc. The College is also having Internal Quality Assurance Cell which regularly monitor performance of the students in the university exams, internal exams, seminars, and different programmes undertaken by the college. It provides adequate materials for the assessment.

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

The college undertakes the following outreach programmes.

Community College

Continuing Education Cell

Additional Skill Acquisition Programme

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

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

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

The College is also having one wings of NCC. The unit undertakes various activities throughout the year.

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

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

The college has adopted a village in the Chirayankeezhu Taluk for the NSS activity. The NSS unit also undertakes annual cleaning works in the taluk Hospital Attingal. The college identifies needy students and various kinds of scholarships like merit scholarships, minority scholarships, PH/Blind scholarships are provided to encourage them come to the forefront. It helps the needy students and thus provide a way to promotes social justice and concern for the

people from the lower strata of the society

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

The blood donation campaigns help the students in understanding the need and importance of timely availability of blood in case of emergencies. Anti-drug cell inculcates the need for caution about drug addiction. Nature club in college actively participate in the social forestry programme and conducts campaign for environmental protection. The road safety campaigns conducted an awareness of safety driving in the context of increasing road accidents. The organ donation campaigns stress the need to help other people who are less privileged and have difficulty in saving a dear and near one in emergency situations.

3.6.8 How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development? Detail on the initiatives of the institution that encourage community participation in its activities?

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

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

A healthy relation with other colleges and institutions are maintained by our college in

Thiruvananthapuram. As a part of the State Govt programme, ASAP we are conducting various training programmes for the students of colleges in Thiruvananthapuram and other institutions. We signed MOU with Deedi automobiles (Marketing servicing firm) for providing technical support and traing to the students as a part of the community college. Student empowerment programmes are also conducted with the active participation from other institutions. Faculty members, students, research scholars, academicians, eminent personalities are invited to the college on various occasions. The career and placement cell encourages students to attend and participate in different types of interviews and job recruitment drives and trainings.

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

N.S.S. Activities

The basic objective of N.S.S. is to relate students to the society through voluntary service. This is inherent in the motto of N.S.S. 'not me but you'

2011-12

Our college has two units (8 A&B) with 200 students and Prasanth Lal T.S. Assistant Professor of Politics and Miss. Shalini Lawrence, Assistant Professor in Economics as Programme Officers.

Regular Works

1. 'Ente maram'- planted more than 100 saplings of trees in connection with World Enviornment day.
2. Two-day (8th and 9th August,2011) Special campus cleaning programme
3. Independence Day celebrations
4. Orientation programme for newvolunteers on 6th Septermber,2011
5. N.S.S. day Celebration on 24th September, 2011 by class-wise campaign, exhibiting photos and posters showing history of N.S.S.
6. Onam Celebration on 6th Septermber- Athappookala Matsaram and competition like thiruvathira, folk songs, sack r ace etc.
7. Republic day Celebration- Quiz competition moderated by Dr. Biju Lekshmanan, Assistant Professor Gov t. College, Nedumangad

8. Conducted class on cyber laws by Vinaya Kumaran Nair, Assistant Commandant, High Tech Crime Enquiry Cell, and Thiruvananthapuram on 10th February, 2012.
9. Organised a class on Personality Development on 22nd March, 2012 by Sri. Brahmanayakan, Soft skill trainer.
10. Four volunteers participated in Volunteer leader training camp from 3rd February, 2012 to 5th February, 2012. at M.M.N.S.S. college, Kottiyam. Aswathy Mohan, Drisya Das. Syam S. And Vineesh S.
11. Gandhi jayanthi celebration by Campus cleaning and quiz competition
12. Two volunteers attended the orientation programme on voluntary blood donation at SCT, Thiruvananthapuram on 22nd October, 2011.
13. Conducted a class on Blood donation awareness by K.P. Rajagopal, Secretary, K.E.B.S. on 7th Decemeber,2011
14. A blood donation camp in associated with Chirayinkeezhu taluk hospital and HDFC bank ON 9 th December, 2011

Special Camp

The Seven days N.S.S. special camp 2011-12 was conducted on 26/10/2011 to 01/01/2012. Attingal Municipal Chairperson Adv. S. Kumari inaugurated the camp. Smt. Sylaja Kumari, the principal of the college and the ward councillors Smt. S. Kumari and Sri. R. Ramankutty was present at the inauguaral session. The activities of the camp are

1. Cleaning of Government Hospital, Valiyakunnu, Attingal
2. Study class on "Life Style Diseases by Dr. M. Muhammed Salim, Medical Superintendent
3. Study class on N.S.S. and Personality Development by Prof. P Krishnana Kutty,
4. Study class on Legal Literacy by Adv. Kunhumon Puthan vila
5. Study class on Eye care by Dr. Anitha Bindu, Govt. Hospital, Valiyakunnu
6. Aids Awareness class by Sri. Firozkhan , Community Officer, Hidusthan Levers
7. Organised a health survey

8. Yoga class, Film show and Cultural programmes were organised in connection with the camp

2012-13

'Not me but you'- NSS motto reflects its objective that inculcation of the spirit of voluntary works among students through community interactions.

1. World Environment Day celebrations- On June, 5, the world environment day was celebrated by designing posters and conducted quiz competition and elocution competition.
2. Sri. V.G. Anil Kumar, Forest Range Officer inaugurated the *Ente maram* programme on June 11
3. Organised cleaning programmes in connection with independence day and Gandhi Jayanthi
4. Anti- ragging programme organised on October, 10,2012
5. Dr.M.Sainudeen, the Principal of the College inaugurated the poster presentation on Aids Awareness on World Aid Awareness Day
6. Organic farming on 7th December
7. Legal literacy programme on 12/12/12
8. Blood donation camp in association with Kerala Aids Control Society and Medical College, Thiruvanthapuram on 4th January,2013
9. Orientation Programme for new volunteers on 24th September, 2012 by Sri. Suku, N.S.S. Programme Officer, H.S.S., Thonnakkal
10. A Magic Show "Heart to Heart" by Sri. Indra Ajith for creating awareness on voluntary blood donation
11. Organised inter departmental patriotic song competition on 26th January,2013
12. Participated in the ASAP inauguration programme
13. Class on 'How to face Group Discussion and Interview' by Dr. Yamuna,
14. Study class on Stress and strain on 27th Febreuary

Seven Day Camp

1. Cleaning of Govt. Hospital, Valiakunnu
2. Socio-economic and health survey
3. Exhibition of posters against drug addiction to create awareness

4. Sharing food for beggars
5. Respect to senior citizens in the locality
6. Lecture class on Personality Development by Sri. Brahmanayakam,
7. Class on NSS volunteerism by Sri. Sebastain

2013-14

Regular works

- 1) Planting saplings as part of World Environment Day
- 2) Quiz competition on the topic "Environment"
- 3) Class on "Women Empowerment- Problems and Prospects" Dr. BijuLekshmanan, Department of Political Science, Govt. College, Nedumangad.
- 4) Banana plantation in the campus.
- 5) Class on "Health and Hygiene" by Dr.Anitha K Kumar Thaluk hospital Valiyakunnu.
- 6) Poster Exhibition on Gandhi Jayanthi showing the slogans of Gandhi.
- 7) Quiz completion on "Gandhi and Freedom straggle".
- 8) Blood Donation Camp in collaboration with HDFC bank and Chirayinkeezh Thaluk hospital.
- 9) Clean campus programme.
- 10) A class on terrorism and contemporary world by Prof.C. Sathyan HOD Department of History.
- 11) Organised Anti-War rally with the participatrion of all students.

Special Camp

1. Cleaning of Govt. Hospital, Valiakunnu.
2. Socio-economic and health survey.
3. Legal awareness class by Adv.V S. Udayakumar.
4. Class on role of NSS by Mr.Suku HSST Government HSS Thonnakal.
5. "Giving respect to the old" by honouring with 'ponnada'.
6. AIDS awareness classes by DR.Anithakumari Govt. Hospital, Valiakunnu and Smt. Preeja ICDC councillor.
7. Preparing charts on the issue of anti drugs awareness.

8. Debate on 'Healthy India'..

3.7 Collaboration

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

The faculty members are free to collaborate with other institutes and laboratories. Individual research collaborations are there between our faculty members and major university research laboratories. Following is the summary of such activities.

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

The college signed MoU with the Coconut Development Board of India for conducting Statistical Survey for estimation of coconut production in Kerala 2013-14”

The Post Graduate Department of Economics and Research Centre conducted “Statistical Survey for estimation of coconut production in Kerala 2013-14” in which we analysed and forecasted coconut production in Kollam and Thiruvananthapuram districts.

The college also signed MoU with Deedi auto mobiles and Travancore Heritage as a part of the Community College programme.

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

The INFLIBNET and EDUSAT facilities enables the students and teachers to interact and

upgrade their skills and knowledge

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

Sl.no.	Name and Designation
1	Dr. Saritha A, Asst. Professor, Amritha School of Arts and Science, Karunagappally
2	Mrs. Sreedha Sambudevan, Asst. Professor, Amritha School of Arts and Science, Karunagappally
3	Dr. S. Kevin, Former Pro-Vice Chancellor, University of Kerala
4	Dr. N. Ashok Kumar, Professor, VSHSN College, Virudu Nagar, Tamil Nadu
5	Sri. Sugunal Nair, Asst. Manager, Federal Bank, Varkala
6	Dr. V. Ajaya Kumar, Principal, Sree Budha College of Engineering, Pathanamthitta
7	Sri. N.P. Rajive, Dean, Hedge School of Applied Economics, Cochin
8	Sri. R. Natarajan, Judicial Member, Kerala State Human Rights Commission
9	Dr. Bismi Gopalakrishnan, Assistant Professor, Department of Law, University College, Thiruvananthapuram
10	Dr. Mridula Nair B., Head, Department of Psychology, M.G. College, Thiruvananthapuram
11	Dr. B. Vijaya Kumar, Principal, KITTS
12	Prof. Sanu S.J., Jansons School of Busieness, Coimbatore
13	Dr. Graceous James, Assistant Professor, Govt. Arts College, Thiruvananthapuram
14	Dr. R. Vasanthagopal, Assistant Professor, Institute of Management in Kerala, Thiruvananthapuram
15	Dr. K.I. Georgee, Associate Professor, Mar Ivanios College, Thiruvananthapuram
16	T.P. Sreenivasan, Former Ambassador, Vice Chairman, KSHEC
17	Dr.S. Iyyampillai, Professor, Bharatidasan University, Trichy
18	Dr. Manju S. Nair, Associate Professor, University of Kerala
19	Dr. P.S. Mohan Kumar, Professor, DC School of Management and Technology
20	Dr. N. Vijayamohan Pillai, Associate Professor, CDS
21	Dr. P. Cyriac Mathew, Deputy Director, Collegiate Education
22	Mr. C.P. John, Member, Kerala State Planning Board,
23	Dr. J. Devika, Associate Professor, CDS
24	Dr. K.G. Thara, Head, Disaster Management Centre, Govt. Of Kerala
25	Dr. Pulapre Balakrishnan, Director, CDS
26	Dr. K. Vikraman Nair, Principal, Mar Gregorious College of Law

	and Former Dean, Faculty of Law, M.G. Univerisity
27	Dr. Gabriel Simon Thattil, Professor, Department of Commerce, University of Kerala
28	Dr. Mani K.P., Associate Professor, Calicut University
29	Dr. R. Raman Nair, Research Supervisor, Centre for Advanced Research in Library and Information Science, M.G. University
30	Dr. P. Sreenivasan, Christ University , Bangalore

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

The college signed MoU with the Coconut Development Board of India for conducting Statistical Survey for estimation of coconut production in Kerala 2013-14. The college also signed MoUs with Deedi auto mobiles and Travancore Heritage as a part of the Community College programme.

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

The college has not yet done such systematic planning on linkages and collaboration, yet individual departments establish linkages based on their academic needs. The department of Polymer Chemistry has the collaboration with Hindusthan Latex Limited, Thiruvananthapuram.

CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

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

The policies regarding creation and enhancement of infrastructure are purely based on ensuring effective teaching and learning process. The departments are asked to prepare their requirements for an academic year to make the process of teaching and learning effective and competitive. Based on the requirements prepared department-wise, the staff council prioritises the requirements and resources are allocated from the development fund provided by the government. As modern education is purely IT- oriented, priority will be given to the modernisation of infrastructure to ensure the teaching-learning process competitive.

4.1.2 Detail the facilities available for

a) Curricular and co-curricular activities

For the conduct of curricular and co-curricular activities the following major facilities are available.

Classrooms: The College has 26 class rooms for the conduct of various Programmes.

Smart Class rooms : three smart class rooms with necessary audio visual aids are functioning in the three major departments of Commerce, Economics and Polymer Chemistry.

Auditorium : an auditorium having an area of 5000 sq ft. is well functioning and is used for conducting various collegiate, intercollegiate and university level programmes.

Central Library : A central library is functioning in a two storied building with ample space for reading and reference. OPAC facility has been installed in the library for the smooth collection and issue of books. INFLIBNET facility is also available in the central library.

Departmental Libraries : Three departments have their own department libraries with adequate collection of books and journals.

Edusat lab: The Edusat studio is functioning in the Science block with necessary infrastructure and facilities.

Well- equipped laboratories : One Computer lab, two Polymer Chemistry labs and One physics lab with sufficient equipment are operating well to cater to the learning needs of the students. In addition to that another computer lab is functioning with proper network facility in the Centre for Adult Continuing Education and Extension functioning in the new science block.

Physics Lab	<i>Name of Item</i>	<i>No.</i>
	AC Generator, Honda 1.6 kVA	1
	Computer with internet facility	1
	Laser Printer, HP M1136 MFP	1
	Cathode Ray Oscilloscope	1
	Spectrometer	9
	Travelling Microscope	11

	Telescope	4
	Physical Balance	5
	DC regulated dual variable power supply	1
	Power supply unit	4
	Potentiometer	6
	C. F. Bridge	10
	Vibration Magnetometer	3
	Deflection Magnetometer	2
	Circular Coil	4
	Sodium Vapour Lamp	6
	Mercury Vapour Lamp	2
Polymer Chemistry Lab	Calorie Meter	1
	Visible Spectrometer	1
	Potentiometer	3
	Conduct meter	3
	Polari meter	1
	Refractometer	2
	Travelling Microscope	2
	Air oven with temperature control	3
	Deep Freezer	1
	Refrigerator	1
	Electronic Balance -4 decimal accuracy	2
	Electronic Balance- 3 decimal accuracy	2
	Electric Centrifuge Machine	7

	Electric Shaker	2
	Thermostat	1
	Rotary Vacuum Pump ½ hp	1
	Water Deionizer	2
	Electric Burner	20
Computer Lab-Commerce	Computers System	25
	600 VA UPS	25
	Battery	03
Computer Lab-CACEE	Computer System	20
INFLIBNET lab	Computer system	10
	Switcher	01
	Modem	01
Language Lab	Computer System	10
EDUSAT Studio	Computer System	1
	Camera	1
	Modem	1
	Multimedia Projector	1
	Public Addressing System	1
	Dish Antenna	1

b) *Extra-curricular activities* – It is the sustained efforts of an institution to combine academic, co-curricular and extra-curricular activities which make a complete educational institution. The college has adequate space for conducting such extra-curricular activities. We have a spacious College ground comprising volleyball, badminton, kabaddi and football courts. It is also used for conducting athletic events and cricket matches. These facilities are

also utilized by the Municipal Corporation, IHRD Engineering College and other Voluntary Organisations for conducting their sports and games events. The College ground is also used for conducting the tournaments of local Arts and Sports Clubs. Apart from the above, the following sports facilities are available in the college.

Facilities for Extra-curricular	200 meter Athletic Track	01
	Football field	1
	Volley ball court	1
	Kho-Kho Court	1
	Kabadi Court	1
	Multi-Gym with 8 stations	8 stations
	Table Tennis Table	01
	Cricket Field	1

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

As far as infrastructure is concerned, the institution is more or less self sufficient. The administrative block, students centre and classrooms, ladies hostel that are constructed recently enrich our infrastructure.

The recent additions to the infrastructure are

- 1 Construction of the science block
- 2 Construction of the women's hostel
- 3 IT enabled seminar hall
- 4 Construction of Physical education block
- 5 Installation of smart class rooms
- 5 Installation of EDUSAT room

II MASTER PLAN 2014-2018

The NAAC accreditation sub committee prepared a master plan for the college for 5 years from 2014 to 2019. The plan has been approved and finalised in the Staff Council held on 15th March,2013. A brief report of the major contents in the master plan are given below.

1. Accomplishment of NAAC accreditation

- Submission of LOI and IEQA be done before March, 2013
- Submission of Self Study Report (SSR) be over by August, 2014
- Necessary arrangements be made for Peer Team visit before October, 2014

2. Innovative Practices

- Installation of Solar Electric System with panels, inverter and battery
First Phase (2014-2015) : New Science Block
Second Phase (2015-2017) : Main Block
Third Phase (2017-2019) : Library Block
- Implementation of Waste Disposal Mechanism in the campus with the support of Attingal Municipality
- Provision for Rain Water Storage Facility

3. Starting of New Courses

- Phase I : M.A (History), B.Sc.(Mathematics) and B.Sc. (Physics)
- Phase II : B.A (English), B.Com (Co-operation) and M.A (Rural Development)
- Phase III : B.A (Malayalam), B.A.(Political Science), B.A (Hindi) and B.A. (Arabic)

4. Improvements to Office Facilities

- Construction of separate cabins for Senior Superintendent and Head Accountant.
- Hi-power battery backup facility
- Implementation of modern Office Automation System

5. Establishment of OERC with Reprographic Services

- The INFLIBNET lab housed in the library block be transformed into Online Education and Research Centre (OERC) under the control of a committee comprising the librarian, the custodian of INFLIBNET lab and an information technology expert. Reprographic services also be arranged in the center. For operation and supervision, a paid employee's service be made available with the assistance of PTA fund. The income earned in this regard can be reimbursed to the PTA fund.

6. Activation of Language Lab

- The language lab be installed with proper softwares and effective regular use be ensured under a monitoring committee consisting of the Heads of the language Departments and ICT expert in the College.

7. Orientation Programme on ICT supported Teaching-Learning Process

- The faculty members be provided with necessary internal orientation on teaching-learning process using ICT. For this purpose a monitoring committee under IQAC be set up.

8. Strengthening of Alumni Association

- The activities of Alumni will be strengthened by convening regular departmental and general alumni meetings and the role of alumni be enhanced by ensuring their participation in the college development process.

9. Reviving the College Co-operative Stores

- Necessary steps are to be taken for re-opening the College Co-operative Stores as and when the ladies hostel starts functioning. For the purpose, the hostel construction site office building can be utilised.

10. Ruby Jubilee Celebrations

- 40th Anniversary of the college occurs on 5th July, 2015. To commemorate the occasion and to mobilise the developmental activities a very grand Ruby Jubilee Celebration be organised during June – July 2015.

11. Infrastructure Development Schemes

- **Furniture, Equipment and Library Books**

Following points are to be considered in plan fund proposals and utilisations. Before allocating plan fund, the specific requirements of each section/department be assessed properly and the allocation/distribution will be done accordingly. In each year, the departments are provided with at least one smart class room facilities including AC, Jefferson chairs, Interactive board and other accessories. Due weightage has to be given to equip the General and Department Libraries with new additions each year.

- **Maintenance and Beautification**

In the wake of NAAC accreditation, special financial aid from the government can be sought for the following:

False ceiling works, electrical and plumbing repairs with necessary fittings in the buildings of History, NCC and other old blocks along with electrification of Ladies amenities centre are to be executed.

Tarring of campus roads with a provision to link the roads with the History and NCC blocks so as using the old gate there be carried out.

Massive cleaning of campus and whitewashing/painting of buildings are to be undertaken.

A small garden is to be set out in the courtyard of main block around the flag post.

A layout of the campus is to be erected in the entrance near Security room.

- **New Building Projects**

Arts Block

Staff Quarters

Boys Hostel

A new college canteen building

Completion of Science Block with first and second floor rooms as contained in the original plan of the building

Second floor construction to the library block with MP fund or any other source.

A Seminar Complex cum History Museum with modern facilities.

- **Sports Facilities**

Indoor Stadium

Swimming Pool

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

The students with physical disabilities are selected for being considered to avail scholarships sponsored by the Higher Education Council

4.1.5 Give details on the residential facility and various provisions available within them:

A women's hostel has been constructed recently. Though the inauguration was held the functioning of the hostel has not started yet. The hostel has been constructed in such a way that it has got ample space for TV Rooms, Prayer Halls and facilities for Sports and Games like Badminton and Shuttle. There is also space meant for a reading room. The hostel has been equipped with visitors' room, dining halls and kitchens. The hostel and its premises are kept tidy. The college is planning to appoint cooks and cleaning staff for the smooth functioning of the hostel canteen.

The development committee is also planning to open a library with internet facilities in the hostel. It is also planning to make use of nearby hospitals and clinics to meet emergency medical assistance. The development Committee also looks into the possibility of making available residential facility for the staff and constant supply of safe drinking water in the hostel. The services of warden and security staff will be provided as and when the hostel starts functioning.

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

The students are given classes by experts under the auspices of N S S, Equal Opportunity Center and Women Cell of this college.

4.1.7 Give details of the Common Facilities available in the campus

-spaces for special units like IQAC, Grievance Redressal unit, Women's Cell, Counselling and Career Guidance, Placement Unit, Health Centre, Canteen, recreational spaces for staff and students, safe drinking water facility, auditorium, etc.

The Career Guidance Cell works in association with the Placement Cell. The Placement Cell, under the leadership of a teacher is vested with the responsibility of arranging recruitment tests/drives of various companies on the campus. The cell also deputes students to other campus interviews organized by nearby institutions.

The academic and personal counselling is systemized through the teacher -ward system. Every class is entrusted to the special care of a tutor – invariably of the same department – for mentoring. The teacher ward system builds a good rapport between the students and teacher-in-charge. The tutor understands their problems and tries to remedy them. Students are free to meet their tutors at any time during office hours. Besides, meeting of tutors and their wards has been made an institutional system for regular and sustained participation of teachers in academic and personal counselling. We have a mechanism to redress any possible grievance from students and staff. To address students' woes the mechanism functions at two levels. Every department has a Grievance Redressal Cell that consists of the HoD, the tutors and two senior members of the faculty. Students are free to approach the cell for getting their grievances redressed.

Principal is the chairman of the institutional level Grievance Redressal Cell. The committee consists of three senior members of the faculty from the staff council and the superintendent of the college office. If any charge remains unsolved at the departmental level, students can register it for the consideration at the college level cell. Usually the grievances are solved at the first level itself. A foolproof knowledge of the system and transparency in its implementation leave no room for grievances. The cell for addressing grievances of the staff is formed with two members nominated by the Committee, two senior staff members and the Principal as chairman. The staff

can lodge their complaints before this committee. The staff can also bring their unsettled grievances before College Grievances Committee for final hearing and disposal.

An Anti Ragging Committee has also been constituted in the college to prevent the practice of ragging of any kind and the complaints regarding it if any.

A Canteen has been set up in the college premise to supply hygienic food to the staff and students at subsidized rates.

4.2 Library as a Learning Resource

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

The Library Advisory Committee consists of the following members.

- | | | | |
|----|------------------------|---|------------------|
| 1. | K.B.LAILA (Principal) | - | Chairman |
| 2. | Prof. D V Anil Kumar | - | Member |
| 3. | Prof. Sunil RajN.V. | - | Member |
| 4. | Prof. K.H. Ragesh | - | Member |
| 5. | Prof. Shalini Lawrance | - | Member |
| 6. | Prof.Sibukumar | - | Member |
| 7. | Mr.Sain (Librarian) | - | Member Secretary |

The major responsibilities of the Library Advisory Committee are the following:

- i. Preparation of annual budget for updating the collections like books, journals, periodicals, CD ROMs and CDs.
- ii. Ensuring the effective functioning of the library.
- iii. Ensuring that budget allocation for the library is optimally utilized.
- iv. Conducting of „book exhibition“ of publishers in the campus.
- v. Approval of list of books proposed for purchase by the Heads of Departments.
- vi. Conducting of annual stock verification.
- vii. Constant motivation to the students for maximum utilization of the library.
- viii. Planning further improvements in the functioning of the Library.

4.2.2 Provide details of the following:

The Library is kept open between 8.30 am and 5.00 pm. It functions on all Saturdays except Second Saturdays and public holidays and during the periods of vacation. Photocopying facility is available between 9.00 am and 5.00 pm. The total seating capacity is 25.

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

Purchase of current titles and up-gradation of library resources is the responsibility of the Library Advisory Committee. The Committee prepares the list of books and periodicals to be added annually in consultation with faculty members and heads of the departments. The list of latest books and new editions is prepared with the help of academic peers and scholars from other institutions also. The syllabus modification and restructuring of Under-Graduate and Post-Graduate programmes have made library up-gradation a must. The faculty has the freedom to purchase essential books at any time. Each department acquires new books to its library every year.

Library holdings	Year -1		Year - 2		Year - 3		Year - 4	
	Number	Total Cost	Number	Total Cost	Number	Total Cost	Number	Total Cost
Text books	2800	127513	3200	89950	4100	67000	4954	98941
Reference Books	1100		1222		1230		1400	
Journals/ Periodicals	48		48		48		48	
e-resources	e-resources are available in the INFLIBNET Lab of the library							
Any other (specify)								

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

There are 2 systems in the library that provide online access to staff and students between 8.30 am and 5.00 pm. The systems are connected by LAN. Students can download materials for preparation of assignments and projects. Use of internet for purposes other than academic is strictly prohibited with the view of saving time and preventing misuse.

On an average, 10 students use internet in the library every day and the hours of utilization allotted to a user depend on the total number of users reporting at a time.

The faculty can avail internet services in the office and in the library and in the concerned departments.

All systems are installed with with licensed software.

There is a „new arrival“ desk in the library. New books are displayed near the entrance of the library. Such books are displayed at least for a period of two weeks. New journals and periodicals are displayed on the rack for easy access of staff and students. The list of recent additions is passed on to the departments for the information of teachers. Notifications for higher studies and job opportunities, published in newspapers and periodicals are photocopied and exhibited in the career corner of the library highlighting the areas (last date for issue of application, last date for submission etc.) requiring special notice.

The library services have been partially computerized. The acquisition of library stock and classification and categorizing of books. The automation process is the top priority for the issuance of books. The Library is fully air conditioned.

4.2.5 Provide details on the following items:

Average faculty visiting the library is 20 and the average of students visiting the library is 75.

The ratio of books to the student is 1:3.

Average books added in the last three years are 4084

An average of 30 e-resources is downloaded daily.

In every year an average of 25 books gets weed out.

4.2.6 Give details of the specialized services provided by the library

Internet facility is available for students and staff in the library during working hours. There are 2 nodes of Internet attached with the library. All the computers are connected with LAN. Internet facility is supported by fast Ethernet with a speed of 100 mbps. There is also a Photostat machine in the library for essential reprographic purpose. The services of internet and photocopying facility are provided at subsidized rates.

In addition to this, the access to books is facilitated by providing a terminal through which students and staff can easily locate the classification numbers. Notification for recruitments and competitive examinations, published in newspapers are displayed in notice board.

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

The library is under the charge of two librarians. Both of them are very cooperative and helpful for both staff and students for hiring the books they want in a speedy manner. The Photostat machine in the library is very helpful to the staff and the students. „Career Corner“ inside the library provides reference materials for competitive examinations like GMAT, NET, CAT, MAT, BSRB, RRB and PSC tests are available. Selected job opportunities and scholarships are displayed on the notice board. The M.Phil/PhD thesis and research projects of the faculty are made available in the library for reference.

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

No special provision is made in the library for the visually and physically challenged students.

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

Feedback is got from the students and staff and the details are discussed in the Advisory committee. The students as well as the staff are asked to prepare list of books they needs urgently. Immediate budget provision will be made to acquire those books and resources. The feed back from students and staff are discussed in the Advisory committee for improving the library services.

4.3 IT Infrastructure

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

There are 60 computers, 5 laptops and 3 projectors in the college. In addition, the Economics seminar hall is equipped with Digital Interactive LCD Screen. The computer- student ratio is 1 computer per 15 students. The Department of Commerce have a well equipped computer lab with 25 computers. Also, the Centre for Adult Continuing Education and Extension have

a computer lab with 20 systems. In addition to that computer facilities with LAN connectivity is provided in the INFLIBNET lab. The computer system of the college office and computer lab has LAN facility. The internet in the library also has LAN facility. Latest operating systems are installed in the computers Genuine windows are loaded in all systems. System up gradation is routine to tackle the difficulties of speed and storage in computers. Regarding system configuration, the hard disk space ranges from 80GB (in old systems) to 500 GB and the RAM specifications ranges from 512 MB to 4GB. All systems possess CD/DVD Read/Write heads. All the departments enjoy internet connectivity.

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

We have two computer labs with 45 computers, interconnected through LAN. Besides, the college provided computers for each department and this can also be utilized by the staff and students. The computers in the office, individual departments, and library communicate through internet connectivity.

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

Most of the teachers have essential knowledge in the use of computer for teaching and learning. Some of the teachers are already using LCD projectors in Post-Graduate classes for power point presentation. A digital interactive LCD screen is made available in the smart class room. Some departments conduct seminars of UG and PG students with the help of power point. Teachers and some of the students collect current information from the internet while they make presentations.

4.3.4 Provide details on the provision made in the annual budget for procurement, up gradation, deployment and maintenance of the computers and their accessories in the institution.

Items	FINANCIAL YEAR			
	2010-11	2011-12	2012-13	2013-14
Computer	121000	721000	206212	1550039
Other Equipments	0	0	368915	297969
Miscellaneous	0	0	26000	67508
Expenditure Total	121000	721000	601127	1915516

Fund is allocated every year in the college budget for upgrading the computer systems. Computers purchased during the last two years have higher configuration.

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

Most of the teachers have essential knowledge in the use of computer for teaching and learning. Some of the teachers are already using LCD projectors in Post-Graduate classes for power point presentation. A digital interactive LCD screen is made available in the seminar hall. Some departments conduct seminars of UG and PG students with the help of power point. Teachers and some of the students collect current information from the internet while they make presentations.

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

We have three smart class rooms specifically meant for conducting seminars. These class rooms are ICT enabled with ample space for accommodating good strength.

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

No

4.4 Maintenance of Campus Facilities

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

Every financial year the college prepares a budget for utilising the available financial resources for the maintenance and upkeep of various facilities and an implementation committee is appointed to monitor the progress of each work at its various stages. The following is the detailed budget allocated during the last four years.

Items	FINANCIAL YEAR				GRAND Total
	2010-11	2011-12	2012-13	2013-14	
Building	1248800	463000	550000	0	2261800
Computer	121000	721000	206212	1550039	2598251
Lab Equipments	205000	179330	299269	196665	880264
Sports Equipments	99918	147737	0	0	247655
Other Equipments	0	0	368915	297969	666884
Lab Chemicals	0	89994	157595	14948	262537
Library Books	127513	89950	0	165941	383404
Furniture	500149	842280	1143732	1042165	3528326
Affiliation Fee	5000	0	0	40590	45590
Miscellaneous	0	0	26000	67508	93508
Expenditure Total	2307380	2533291	2751723	3375825	10968219

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

Computers and the accessories are maintained on contract basis. At present we have no AMC for the maintenance of computers. The best available antiviral software are purchased, loaded and regularly updated to preserve a safe computing atmosphere. In addition to this, daily housekeeping by providing dust covers and frequent vacuum cleaning keep the systems tidy and comfortable. Attachment of UPS with sufficient capacity safeguards the computers against sudden failures in power supply.

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

At present we have no AMC for taking up the calibration and other precision measures for the equipments and instruments. Service providers will be contacted in times of need.

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

Attachment of UPS with sufficient capacity safeguards the computers against sudden failures in power supply. A power generator is installed in the campus to avail uninterrupted power supply.

At present the ground water collected is distributed among the students through pipes. But the usual breakage of the pipes plays havoc with uninterrupted supply of water. The newly constituted PTA executive Committee is on an attempt to find a permanent solution to this.

CRITERION V: STUDENT SUPPORT AND PROGRESSION

5.1 Student Mentoring and Support

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

For dissemination of information to students the college publishes Prospectus, Calendar and Handbook every year, and periodically publishes newsletters which contain reports on important events conducted for a period and information on forthcoming programmes. Newsletters are published on important occasions.

Calendar cum Handbook is published and distributed to students at the beginning of every academic year. The handbook provides information such as:

- Name and contact numbers of the Principal, the staff and members of the College Governing Body.
- Various programmes offered, the title of courses/papers for each programme, the scheme of examinations and the duration of examinations etc.
- College rules, curricular and extra-curricular activities.
- Various student support services and scholarships provided by the college.
- Information on library such as working hours, rules to be observed by members, list of available newspapers, periodicals and academic journals etc.
- Information on hostels, NCC, NSS, college union, various forums for students' competence building.
- Information on working days, holidays, schedule for terminal examinations etc from June – March (Academic year).
- Programmes at a glance
- Fee structure
- Academic Calendar
- College Directory

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

• Blind/ PH Scholarship	4000 / year
• Muslim Girls Scholarship	3000 / year
• Post Metic Scholarship	3000 / year
• Centre Sector Scholarship	1000 / Month
• Suverna Jubilee Merit Scholarship	10000 / year
• State Merit Scholarship	1250 / year
• Kerala State Higher Education Council Scholarship	12000/year

The total financial assistance from central, state governments and other agencies for Scholarship

Year	Amount
2010- 2011	Rs. 215585 /-
2011- 2012	Rs. 355755 /-
2012- 2013	Rs. 357000 /-
2013- 2014	Rs. 363250 /-

Online applications are invited for Scholarship and allotted amount disbursed into saving bank account of students.

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

84% of students receives financial assistance from central or state or other agencies of government like:

1. Department of Collegiate Education;
2. Harijan Welfare Department;
3. Kerala State Higher Educational Council;
4. University of Kerala
5. Fishermen's Welfare Fund Board;
6. Cashew Worker's Relief & Welfare Fund Board

5.1.4 What are the specific support services/facilities available for

Students from SC/ST, OBC and economically weaker sections

- Central and State Government scholarships are provided to SC/ST and OBC (KPCR scheme) students.
- SC/ST Students enjoy fee concession and receive lump sum grant.
- Various merit Scholarships are given to Economically Backward Students
- Students are timely informed about the call for various Governmental and
- Non-Governmental scholarships and aids.

Students with physical disabilities

- Of the total seats in UG and PG, 1% in the admission is reserved for physically challenged
- Scribe facility made available during university public examinations

Students to participate in various competitions/National and International

- Students are motivated and encouraged to participate in various State, University and intercollegiate competitions. Expenses and the registration fees to participate in the competitions are borne by the college. Expert trainers are arranged at the expense of the college to provide coaching to students in the University level competitions which add to their scope of winning prizes in various competitions.

Medical assistance to students: health centre, health insurance etc.

- A well equipped Health and Fitness Centre is functioning in the college.
- Physical Education Department ensures basic health facilities.
- Various health awareness programmes are conducted by NSS, and Health Club units.

Organizing coaching classes for competitive exams

- provides coaching classes for SC/ST/OBC /Economically Backward students for various competitive exams including PSC, Bank clerical examinations, UPSC, SSC etc.
- Career Guidance and Placement Cell and Equal Opportunity Cell also conduct programmes which enable students to appear for competitive examinations

Skill development (spoken English, computer literacy, etc.,)

- The college is a Skill Development Centre (SDC) of Additional Skills Acquisition Programme (ASAP) of the State Government.
- Classes are conducted to improve Communication skills of students.
- CACEE conducts three short term job oriented courses in Library science, Computerised Accounting and Computer applications.

Support for "slow learners"

- Remedial coaching in their relevant subjects is given to all slow learners before class hours/free hours to improve their performance in studies. The existing tutorial system helps to locate and provide academic support to the slow learners.

Exposures of students to other institution of higher learning/corporate/business house etc.

- Students attend seminars and workshops conducted by neighbouring institutions.
- The B.Sc. polymer chemistry students have tie ups with Hindustan Latex Ltd., Thiruvananthapuram.
- The students of all departments conduct factory visits/ industrial visits / field trips to different institutions.
- The B Com students are taken to the Stock Exchange.

Publication of student magazines

- The college union publishes a student magazine with Principal as Chief Editor. The editorial board includes staff editor, student editor, staff and student representatives. This annual publication provides opportunity to the students to express their creativity and ideas.
- Manuscript magazines were periodically published under the auspices of the Literary Club of the College.
- NSS news bulletins were published during NSS special camping programmes

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

The college promotes and develops entrepreneurial skills of students mainly through the Entrepreneurship Development (ED) Club. A teacher from the Department of Commerce coordinates its activities like organizing seminars on entrepreneurship, inviting entrepreneurs for interaction with students, arranging industrial visits etc.

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

The institution provides great importance for the co-curricular activities of students. Sufficient infrastructure including furniture are available for Career Guidance and Placement Cells, Women's Cell, Nature Club, Fine Arts Club, Literary Club, Film Club, Science club Debate Club, Entrepreneurship Development Club, NSS, and NCC. Adequate space is available for Remedial Coaching. The physical facilities of the college for promotion of co-curricular activities are used optimally even on holidays and during mid-summer vacation.

It is the sustained efforts of an institution to combine academic, co-curricular and extra-curricular activities which make a complete educational institution. The cultural talents of students are given ample momentum by the Fine Arts Club of the college. The college is

vibrant with extra-curricular activities. Photo and poster exhibitions, workshops, debates, discussions, talks, film shows and literary and arts competitions are frequently organized on the campus. The college has adequate space for conducting such extra-curricular activities.

The College also provides ASAP, WWS and Scholar Support Programme

5.1.7 Enumerating on the support and guidance provided to the students in preparing for the competitive exams, give details on the number of students appeared and qualified in various competitive exams such as UGC-CSIR- NET, UGC-NET, SLET, ATE / CAT / GRE / TOFEL / GMAT / Central /State services, Defense, Civil Services, etc.

The Post-Graduate departments specially motivate students for taking competitive examinations.

Participation in programmes organized by the debate club gives confidence to students for attending interviews.

Sufficient reference materials for competitive examinations of BSRB, Indian Railways, UPSC, NET, SET etc are made available in the college library. There is a Career Corner functioning in the library, which has a good collection of reference books and journals published by reputed publishers.

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

The college has a Counseling Centre for students where counseling is provided by a professional counselor. The Counseling Centre and tutorial system work together. The tutor in-charge of class, personally tries to sort out and remedy problems of his/her wards and if further help is required sends them to the counselor. A lady teacher is also appointed to help the counselor if the client happens to be a female student.

5.1.9 Does the institution have a structured mechanism for career guidance and placement of its students? If 'yes', detail.

The institution strongly feels that proper placement is an important way of empowering the underprivileged. Hence a Career Guidance Cell is functioning in the institution. The major responsibilities of the cell consist of the following:

Providing relevant and updated study materials for students for various recruitment tests of PSC, UPSC, Indian Railways and other public/private sector undertakings. For reference works the cell has installed a "Career Corner" in the library.

An Equal Opportunity Centre (UGC aided) is functioning in the college.

The Career Guidance Cell conducts special career talks of industrialists and entrepreneurs to motivate students.

The Placement Cell, under the coordinatorship of a teacher has the responsibility of arranging recruitment tests/drives of various companies on the campus. The cell also deputed students to other campus interviews organized in nearby institutions. The efforts of the Placement Cell have a big impact.

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

Yes. We have mechanism to redress any possible grievance from students and staff. To address students' woes the mechanism functions at two levels. Every department has a Grievance Redressal Cell that consists of the HoD, the tutors and two senior faculty members. Students are free to approach the cell for getting their grievances remedied.

Principal is the chairman of the institutional level Grievance Redressal Cell. The committee consists of three senior faculty members from the staff council and the superintendent of the college office. If any charge remains unsolved at the departmental level, students can register it for consideration of the college level cell. Usually the grievances are solved at the first level itself. A foolproof knowledge of the system and transparency in its implementation leaves no room for grievances. The cell for addressing grievances of the staff is formed with two members nominated by the Principal, two senior staff members and the Principal as chairman. The staff can lodge their complaints before this committee.

The staff can also bring their unsettled grievances before College Grievances Committee for final hearing and disposal.

An anti ragging committee is also functioning in the college to look into the complaints regarding ragging of any kind

A few grievances regarding the marks awarded in internal evaluation came up before the Department level Grievance Redressal Cell during last year. After proper verification of attendance, marks obtained in class tests etc, these grievances were readily put right. During the last few years no major grievances came up before any of the committee mentioned above.

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

The Women's Cell safeguard against sexual harassment of women students. The focus of activities of the cell is awareness creation about gender equality so that women students will not be ill treated.

An Anti-drug Committee has been formed at the college with the professed objectives of prevention and action against drugs.

The Women's cell of the college functions in accordance with the guidelines laid down by the University.

The activities of Women's Cell are coordinated by lady teachers.

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

An anti Ragging committee is well functioning in the college. It is composed of all HODs including the Principal. The committee looks into the complaint regarding ragging of any kind and the matter is brought to the attention of all. Adequate measures are undertaken to deal the cases.

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

The PTA identifies students who are economically backward and provide them financial assistance in a merit-cum means basis.

The college canteen provides food at moderate rates.

Some of the teachers are having the practice of assisting the poor students financially and sponsoring their noon meal and study materials.

Student Counseling – the college has a Counseling Centre for students where counseling is provided by a professional counselor once a week. The Counseling Centre and tutorial system work together. The tutor in-charge of class, personally tries to sort out and remedy problems of his/her wards and if further help is required sends them to the counselor. A lady teacher is also appointed to help the counselor if the client happens to be a female student.

The Women's Cell arranges a counseling programmes

There are a lot of students in our college who engage part-time job to support themselves and their families. Some of the students are engaged in private tuition to school children. Some work as newspaper boys, masons or as auto rickshaw drivers. Recently, students are

employed in catering firms, where they get opportunity on holidays. The institution considers them for part-time jobs like typing, and as far as possible hire their vehicles on special occasions.

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

Yes. The institution has a two-tier Alumni association. In addition to the department alumni associations, the college has a Alumni Association for the entire students who pass out from the institution. The Alumni meeting is conducted every year. The department alumni also meet annually at their convenience. Special meetings are also convened as and when the need arises. The Associations are actively involved in the development of the college with genuine commitment.

5.2 Student Progression

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

Student progression	%
UG to PG	60
PG to M.Phil.	10
PG to Ph.D.	3
Employed	20
• Campus selection	
• Other than campus recruitment	

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

Programme	2009-10	2010-11	2011- 12	2012- 13	2013- 14
B.A History	85%	85%	63%	90%	97%
B.A Economics	77%	71%	88%	90%	74%
B.Sc. Polimar Chem:	75%	88%	83%	86%	96%
B.Com	75%	86%	74%	100%	98%
M.Com	88%	94%	94%	97%	**
M.A Economics	85%	93%	88%	50%	**
M.Sc. Polimar Chemistry*					

* M.Sc. Polymer Chemistry course started on 2011-12, results were not yet declared

** Results not yet declared

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

The Institutions is highly concerned about students' progression to higher studies and/or to employment. Majority of the students hail from economically backward families. Most of the male students engage in different works particularly on holidays to assist their families. The institutional provisions facilitate vertical movement of students from one level of education to the next higher level or towards gainful employment. For this innovative programmes like ASAP, WWS and SSP are undertaken. The activities are monitored by a committee headed by the Principal.

The institution promotes inclusive practices for social justice and better stakeholder relationships. The institution promotes value-based education for inculcating social responsibility and good citizenry amongst its student community. The institution has the required infrastructure and promotes active participation of the students in social, cultural and leisure activities. The NSS units in the college are on the forefront in inculcating in the students the value of service to mankind. Various mass programmes like blood donations camps and awareness programmes are undertaken under the auspices of NSS. The Equal Opportunity Center is promoting various classes to those students hailing from backward classes. Encouraging students' participation in activities facilitates developing various skills and competencies and foster holistic development.

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

Compared to our own past, the dropout rate of the students at present has come down drastically. We have identified four major reasons for dropout. 1) Importance given to professional courses, 2) Marriage in the case of female students, 3) Overseas employment, especially in Gulf countries and 4) Financial crisis of the family or other familial problems.

The institution is eager that every student should complete their education and get a creditable pass. In order to prevent or minimize the dropout rate we have adopted the following measures.

- Scholarship and other financial assistance to needy students.
- Professional counselling to women students to discourage them from early marriage. Early marriage of women is common among Muslims. So the Women's Forum of the college takes initiative to discourage and reduce cases of early marriage. The parents are often given awareness about the drawbacks of early marriage.
- Remedial coaching to backward students so that they would not discontinue the course halfway due to the difficulty in understanding certain subjects.
- Parental motivation is essential for reducing the dropout rate. Regular PTA meetings to convince the parents of the importance of higher education.
- Counselling during class PTA meetings help reduce the dropouts as it provides a platform for open discussion about the problems faced by the students.
- Short-term add-on courses for better placement so that students need not worry much about employment after the course. Uncertainty about job opportunities in the country is a major reason for migration to Gulf countries.
- The day care centre to be set up soon may also minimize the dropout rate of married students.

5.3 Student Participation and Activities

5.3.1 List the range of sports, games, cultural and other extracurricular activities available to students. Provide details of participation and program calendar.

The Physical Education Department takes the first year students to the play ground by rotation and conduct sports events to identify their sporting talents and and to create awareness among students on the need to keep fit. Based on their performance training and

support are provided to them during the academic year. The institution conducts Annual sports meet and competitions in games such as basket ball, Cricket, Football, Shuttle Badminton, Table Tennis, Hockey, Chess and Caroms. The department also provides training in best physique; Power lifting, Weight lifting, Judo and Wrestling. A fitness centre also functions under the Physical Education Department.

The following are the achievements in sport and games in the last four academic years.

Sports Achievements

- Kerala University Intercollegiate champions in Kho-kho from 2002 to 2007
- Eight players represented Kerala State and Kerala University in the Senior National Kho-Kho championship during the years from 2003 to 2005
- Won second place in University intercollegiate Soft ball and base ball championship during the academic year 2006-2007
- Two players represented Kerala state and Kerala University in Senior National Soft ball championship in 2006 and 2007.
- Kerala University Kho-kho championship during 2008-2009
- Six players represented Kerala state in senior national kho-kho tournaments
- Two players represented Kerala University in Women soft ball during 2008-2009
- Won third place in University soft ball championship during 2009-2010
- Two players represented University in mens softball during 2009-2010
- Two players represented Kerala state in Senior National Soft ball championship for men during 2009-10
- Two players represented Kerala state in Senior National soft ball championship for women during 2009-10

2010-11

- Won third place in University hand ball for men
- Semi finalist in University soft ball, cricket and hand ball in men section
- Two players each represented University in both Soft ball and base ball in men section. One player represented University in hand ball for men.

2011-12

- Runner ups in both Soft ball and base ball in the University Championships in men section
- Two players represented university in Soft ball (men)
- Two players represented University in Base ball (men)
- Two players represented Kerala state in Senior National Soft Ball (men) championships

2012-13

- Three players represented University Soft ball for men
- Two players represented University in Kho-kho for women

- Two players represented Kerala state in senior National Kho-Kho championships

2013-14

- Third place in Kerala University Kho-Kho championships for women
- Third place in University Base Ball championships for men
- Two players represented University in Kho- Kho for women
- Two players represented Kerala state in Senior national Kho-kho championships for women
- One player represented Kerala state in Senior National Soft ball for men
- One player represented Kerala state in Senior National base ball championships

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

The college encourages extracurricular activities at various levels, namely the college Union, the departments, the department associations and the clubs. The College Union provides platform to exhibit the talents of the students through the Arts Festival and talent shows conducted. Each department has a separate cultural day to showcase the talents of their students. Interclass and interdepartmental competitions conducted under the banner of the department associations are areas where students can prove their mettle. Intercollegiate fests conducted by various departments also help in the all round development of the students.

Achievements in Extracurricular Activities

2011-12

- Aswani Raveendran of III B.A. Economics won “The Best Actress” award in the Kerala University Drama Festival

2012-13

- Vipin , II BA Economics student has secured the “the Best Supporting Actor” award in the Kerala University Drama Festival.

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

The student council meeting are held regularly to look into the demands of the students in general. The feedback from the students is collected and discussed in the council meeting. The PTA also functions as a genuine body to contribute to the improvement of the performance and quality of the service provided by the institution. The class PTA meeting become a good plat form for the parents as well as the students to assess the academic and non academic activities of the college.

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

The students are given adequate opportunities for the publications of material. The service in this regard is primarily done by the Language and literary club of this college. Magazines are prepared under the supervision of advisory committee. Wall magazines and other materials are published by the students under the banner of Literary Club and NSS units of this college.

5.3.5 Does the college have a Student Council or any similar body?

Give details on its selection, constitution, activities and funding.

Yes. The student council is formed by including representatives elected from among the students by them on a democratic way. The constitution is as per the guide lines of University of Kerala. The council undertakes a lot of academic and no- academic activities every academic year. The main funding is the University of Kerala. There is a democratically elected “College Students” Union” which is constituted in accordance with the rules and regulations of the University of Calicut. Election to the College Union is held following the recommendations of Lingdoh Committee.

The elected College Students” Union consists of the following office bearers.

- The President of the Union – Principal (Ex-officio).
- Staff Adviser to the College Union (Ex-officio).
- The Chairman.

- The Vice Chairman (Reserved for female students).
- The General Secretary.
- The Arts Club Secretary
- Two Councilors to the University Union.
- The Student Editor.
- Secretaries of various Associations (for all the departments offering UG programme).
- Lady Representative
- One representative each of the first, second and third year Under-Graduate programmes and representative for all Post-Graduate programmes

There is a nominated Staff Advisor from the staff to monitor the fine arts and cultural activities of the College Union. A Staff Editor, also nominated by the principal in consultation with the Council, supervises the editing of the students' annual magazine.

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

The students given representations in college Union, Anti Ragging Committee, Advisory Committee of N S S, Students grievances cell, Advisory committee of Women,s cell, College Development Committee etc.

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

The Alumni association is functioning in the college. The members of the associations are invited and involved in various programmes taking place in the college. Former faculty of this college are also invited to important programmes of this college as the situation demands.

CRITERION VI

GOVERNANCE AND LEADERSHIP

6.1 Institutional Vision and Leadership

6.1.1 State the vision and mission

VISION
Education chisels man to be a complete whole, ignites the spark of righteousness in him, endows him with intellect and clarity of vision, grants him the capacity to empathize and renders him ways and means to engage dynamically in the building of the society.

MISSION
To emerge as a premier public sector educational institution that imparts state – of – the art education to learners to inculcate a holistic sense of responsibility and foster confidence and self-discipline enabling them to engage with opportunities and adversity.

The Vision statement of the College states that it shall mould students into well-meaning citizens through carefully crafted designs of education. Its Mission statement asserts that the institution act as a premier public sector educational institution to impart state- of –the art education to learners.

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

The Govt. College, Attingal affiliated to the Kerala University is one of the premier institutions of its kind in the state of Kerala. The area, which the college is meant to serve,

has a very high economic potential but is educationally backward. Motivated and dedicated Teaching and non-teaching staff, a well organized PTA and disciplined students keep the Government College as a modest place of education and culture. Being a public sector educational institution, it has to function in conformity with the guidelines laid down by the Government on Higher Education. Monitoring envisaged by academic and administrative bodies like the College Council and the Academic Council shall have a decisive role to play in the nature of functioning of the College. The head of the institution is the Principal who takes final decisions in the routine affairs of the College in keeping with the policies of the Government. On the administrative side the Principal is assisted by the Vice Principal. All the major decisions and policy changes are implemented in consultation with the staff council. The curricular and co-curricular activities implied in the vision statement are carried out through the regular ancillary units of the College like the NSS and the NCC, and the New Initiative Programmes of Govt. of Kerala.

6.1.3 What is the involvement of the leadership in ensuring?

The head of the institution is the Principal who takes final decisions in the routine affairs of the College in keeping with the policies of the management. On the administrative side the Principal is assisted by the Vice Principal. All the major decisions and policy changes are implemented in consultation with the staff council. The administrative functions of the institution are carried out by the Head of the Institution through a consortium of committees at the College and Department levels. Powers are delegated to these different bodies for the smooth functioning of academic and administrative activities with the Principal in a supervisory role. The College Council, Staff Council, Department Staff Councils and the Parent Teacher Association assist the Head of the institution in various activities. Responsibilities are well defined and communicated to the staff through office communications and periodic meetings of the various committees. With the support of the college administration and the College Council, the Principal ensures the involvement of all stakeholders in the effective and efficient transaction of the teaching-learning processes.

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

Departments and Staff Councils discuss the various programmes to be implemented in the college and takes decisions proactively. Student feedback and overall academic performance are discussed in meetings which are promptly and properly recorded. The College Council and the PTA discuss feedback and academic progress, and the minutes of these meetings are recorded and available for review. A monthly evaluation of students is carried out by the each department.

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

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

6.1.6 How does the college groom leadership at various levels?

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

6.2 Strategy Development and Deployment

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

Academic merit is given priority in admissions even though reservation is maintained as per rules. The quality policy of the institution is driven home right at the induction program. Continuous appraisal of the performance of the students, teachers and administrative staff is done regularly. The quality policy is reviewed through the feedback of all stakeholders. The administrative functions of the institution are carried out in a participatory manner through committees. Major administrative decisions of the institution are taken in the meetings of the College Council and the College Development Committee. Teaching departments are given autonomy in decisions regarding academic programs. Teaching, evaluation and feedback

systems are developed by individual departments taking into consideration the local as well as the global situation.

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

The College develops plans to comply with the broad guidelines issued by the University and the Government from time to time for the successful conduct of academic programmes. The College Council is the supreme planning body of the institution which discuss and develops institutional plans to match those of the University and Government. Developmental issues of the institution are discussed in the College Development Committee.

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

1. Start more postgraduate and degree programmes
2. Develop the infrastructure to world standards
3. Raise all the departments of the college to research centres of the university
4. Attract funds for research projects and academic programs.
5. Assure scholarships for all students

6.2.3 Describe the internal organizational structure and decision making processes.

The College administration is carried out by the Principal with the help of various bodies such as the office, the College Development Council, and the Staff Council. Principal delegates duties and responsibilities to these bodies for effective administration.

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

The Parent Teacher Association (PTA) consists of elected members of staff and parents with the Principal as its President and an elected parent member as the Vice President. The General Body of the PTA meets annually and the Executive Committee members meet periodically to transact business. The PTA fund is utilized for student welfare and for the development of the

departments. The College Development Committee holds periodic meetings to discuss infrastructural development and maintenance of the institution.

The constitution of development committees is as follows:

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

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

➤ **Teaching & Learning**

We have a number of technology assisted quality improvement strategies in the institution. College's library is well-equipped with 24812 books 48 journals and magazines in addition to the e-books and digital resources, and it is complemented by the department libraries. Modern teaching methods using broadband internet, INFLIBNET, EDUSAT, seminar halls, interactive boards, LCD projectors and amplifiers and laptop computers are increasingly employed in the classrooms to keep pace with the information explosion around the world. College provides opportunity to the teachers to attend orientation and refresher courses to make improvements in teaching. A Digital Language Lab is being proposed to be set up. To improve the language proficiency among teachers and students. The centralized computing facility enhances the IT skills of our students and facilitates better teaching and learning. Members of the faculty encourage students to acquire knowledge from divergent sources. Thus interactive learning takes place through field work, study tours, group discussions, quizzes, workshops, and academic seminars. GDs, debates and seminars are conducted by all departments. Extension lectures by academic scholars are offered to the students. Academic progress of students is assessed through class tests. The tutorial system helps students to overcome learning difficulties.

➤ **Research & Development**

The economics department of the college is a research centre affiliated to the university of Kerala and the commerce department of the college is very much in the process of getting the status of a research centre. The Research Committee of the college encourages and motivates the teachers to take up research projects, and fosters a culture of research among students and staff. The committee is also involved in synchronising and facilitating research activities carried out by the members of the faculty by providing relevant information, and updates the faculty members on the availability of funds and their sources. Publication of research findings and presentation of research papers are undertaken by the faculty members.

➤ **Community Engagement**

Community orientation is a fundamental principle closely followed by the college. The NSS unit organising road safety awareness camps and blood donation campaigns are a few of the activities of the college. The college conducts blood group identification camps every year, and keeps a registry of blood donors, and provides blood to the blood bank and to the needy as and when required. NSS of the college conducts annual camps outside the premises of the campus with active participation from the community. The continuing education sub centre of the college provides a good support to the community by offering good courses which have employability.

➤ **Industry Interaction**

The college fosters a culture of industry friendliness and creates opportunities for strong interaction of students with industries. The Career Guidance and Placement Cell conducts seminars and workshops in which different industries interact with our students and thus the students get a feel of the demands of the outside job market and the skills they have to develop. Industries also conduct job recruitment drives in the campus and also provide career seminars in association with the college. The college has started community college programe in association leading industrial partners like Deedi Automobiles ,Travancore Heritage etc. which can offer better placements..

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

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

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

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

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

Not Applicable

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

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

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

The Principal is the appellate authority of the institution and all employee grievances received by the Principal are placed before the College Council which decides upon the issue based on facts. The minutes of the College Council are an authentic record of all such grievance redressal.

Employee grievances are discussed and settled in an amicable way and there has not been any serious instance of employee dissatisfaction in the institution. Complaints from the part of students will be placed before the discipline committee for appropriate redressal.

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

No

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

Yes, the institution collects feedback on the performance of each teaching faculty, course and the institution and uses the feedback from the students for enhancing the institutional performance, we have the practice of holding meetings of the representatives of various student's organizations and college union members to discuss the issues related to student community. Student feedback, feedback from Class PTA and general PTA meetings and the inputs of the teaching departments to the College Council are considered in deciding measures to improve academic performance and administrative management.

6.3 FACULTY EMPOWRMENT STRATEGIES

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

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

Research) programme of Government of Kerala which is meant for the development of young faculties.

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

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

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

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

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

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

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

The strategies adopted by the Department of Collegiate Education, Government of Kerala for faculty welfare include monetary and Career Advancement benefits for those with higher qualifications such as M.Phil and PhD as well as opportunities for those who wish to improve their qualifications. There are also government schemes in place to provide loans for those who wish to buy/construct houses or to purchase computers. At the institutional level, the College Council motivates faculty members through prompt appreciation of exceptional merit and talent and by providing opportunities for self expression. The Staff Club of the College is committed to faculty welfare and it offers a platform for the talented and the aspiring.

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

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

6.4 Financial Management and Resource Mobilization

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

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

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

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

The last audit was conducted from 01-12-2010 to 28-02-2011 by the office of accountant general, and the audit report has not been received so far.

The penultimate audit was from 01-03-2006 to 31-08-2008 by the office of accountant general. The last departmental audit was conducted from 04-2010 to 31-03-2011. No serious objections were found.

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

The entire funding for the functioning of the college is done by the Government of Kerala. Tuition fees and special fees collected at the time of admission is an important source of institutional receipts, and it is remitted in the government treasury account. CDC fund is collected at the time of admission and yearly matching grant is allotted to the college by the government of Kerala. The college collects PTA fund as an additional source of internal revenue for carrying out the activities of the college.

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

The Institution is managed by the government of Kerala. All the recurring expenditures are borne by the government agencies. The UGC extends financial support for various academic and developmental activities. Besides PTA and CDC extends financial support. The important grants received in the last four years are given below.

a) NON PLAN FUND RECEIVED FROM THE GOVERNMENT OF KERALA

<i>No</i>	<i>Heads</i>	<i>2010 -2011</i>	<i>2011-12</i>	<i>2012-13</i>	<i>2013-14</i>
1	Electricity charge	32351	66831	76033	100854
2	Water charge	-----	-----	-----	-----
3	Materials &supplies	14250	8597	25590	9989
4	Telephone	5699	4915	4814	6124
5	Other charges	7966	9991	9638	10000
6	Tour TA	2792	1851	6285	3216
7	Transfer TA	639	7036	7705	-----
8	Medical reimbursement	57009	97748	188437	287045
9	Wages	-	-	-	
10	Assistance to DCE & PCE	-	-		
11	Walk with a scholar	-	-	114265	292500
12	Scholar support program	-	-	95000	175000
13	Asset maintenance fund	-	-	-	-
Total		12076	196969	527767	884728

b) PLAN FUND RELEASED BY GOVERNMENT OF KERALA

NO.	Heads	2010-2011	2011-12	2012-13	2013-14
1	Study Tour	20000	40000	35000	5000
2	Faculty Development	-	100000	100000	127750
3	Matching Grand	94400	90000	86400	99600
4	Other charges	-	-	-	-
5	Student Amenities	800000	-	-	-
6	Minor works	400000	283000	-	-
7	Accreditation of College by NAAC	664166	399523	794442	200000
8	Purchase of lab/library	539534	597294	397595	100000
9	EDUSAT	121000	626287	500000	800000
10	Maintenance of play ground and other sports furniture	99918	147737	-	-
11	IT grid	73566	68565	69565	71047
12	Starting of new courses	741986	299450	299275	2275825
Total		3554570	2651856	2192497	3679222

6.5 Internal Quality Assurance System (IQAS)

6.5.1 Internal Quality Assurance Cell (IQAC)

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

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

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

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

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

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

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

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

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

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

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

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

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

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

CRITERION VII

INNOVATIONS AND BEST PRACTICES

7.1 Environment Consciousness

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

The college campus has developed a plastic free culture in the sense that students and faculty use only recyclable plastic above 50 microns. We do not have plastic waste in the campus beyond a meager amount. We have been constant in our efforts to green the campus, and have formed environment club to foster the culture of eco friendliness. We plant trees in and around the college campus with the help of NSS, and environment club. All these cells make their contribution in greening the campus. The college has set up a bio gas plant for the effective treatment of waste and for energy conservation. It also aims to familiarise the students and the community for recognising the importance of energy conservation and proper waste management. It is being proposed to set a rainwater harvesting project and solar energy conservation pannels as per college masterplan.

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

Energy conservation

The college has set up a bio gas plant for the effective treatment of waste and for energy conservation. The college has a lot of electrical equipments which require regular power supply. To reduce our consumption of electricity, we have done away with bulbs and heaters in the campus and have resorted to CFL lights. We have the culture of using energy in a thrifty manner that all the unnecessary connections are disconnected after the class hours and during holidays. Our office monitors that on lights, fans or air conditioners work during off hours and thus we reduce our electricity consumption.

Plastic free campaign

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

Use of renewable energy

The college has a proper waste processing system which generates manure for the plants and garden in the campus. A bio-gas plant was installed in the campus to serve the purpose .

Efforts for carbon neutrality

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

Plantation

The campus has been beautified with garden and plants.

Hazardous waste management

The college does not generate any hazardous waste at all.

E-waste management

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

7.2 Innovations

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

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

1. Conversion of almost all classrooms into smart classes
3. INFLIBNET facility established.
4. Started intranet facility for speedy transfer of data and files
5. Women`s hostel constructed.
6. modernisation of Auditorium and library.
7. Campus has been beautified with garden and plants.

8. All students are supported with scholarships.
9. Students are supported in online registrations and downloading hall tickets.
10. Subsidized printing and copying facility introduced.
11. A canteen has been functioning inside the campus of the college.
12. Admission process has been computerized.
13. Office administration has been automated.
15. Career Guidance Cell, Equal Opportunity Cell, SC/ST and Minority cell, Scholarship Cell formulated.
16. All departments have started to apply for UGC funding for academic programmes like seminars and workshops.
17. General library has been automated and updated
18. Fund for study tour was secured
19. Student seminar presentations have been done with the help of interactive projectors.
20. EDUSAT facility started in the college
21. Programmes like Walk with a Scholar, Scholar Support Programme, and Additional Skill Acquisition Programme started.
23. Girls amenity room constructed
24. Students cooperative society established
25. Health and Fitness Centre
26. Internal Quality Assurance System
27. Inauguration of science block.

7.2.2 Innovative Programmes, Clubs and Activities

1) Scholar Support Programme(SSP)

This is a new initiative programme for improvement of quality in education for the academically weaker students at UG level. When it was started in the academic year 2012-

13 by the Government of Kerala as a new initiative programme, our college take initiatives to start the programme on the academic year itself. Now the programme has completed two years successfully in this college. The students who have secured less than 60 % marks were eligible for the selection to this programme. Sixty extra teaching hours are allotted for such students. Qualitative faculty can be provided through outsourcing in times of need to handle classes. Time for the teaching hours provided through internal arrangements out of the regular academic hours including holidays. A teacher of any department should be the coordinator of the programme. Study materials are distributed among students including notebooks, pen, Photostat copies of academic books and books on relevant topics. Students those who are coming from remote areas provided with travelling allowance. Refreshment provided nominally for all students. The feedback of the students are useful for making improvements in the schedule and working of the programme. Higher Education Department and Collegiate Education department of Government of Kerala organised classes for SSP coordinators. Directorate of Collegiate Education made a question bank through workshops of teachers concerned and the model question papers are distributing among students under this programme. The Principal of the College is the whole time patron of the programme. Sri. D.V. Anil Kumar, Assistant Professor in Malayalam has been working as the Coordinator for the programme for the last two academic years

2) Fostering Linkages in Academic Innovation and Research (FLAIR)

Newly joined faculty members of the college, who have less than five years of service and at least 20 years of service have applied to become FLAIR members. The programme is aimed at motivating faculty members to adopt innovative teaching-learning and research strategies. It also aims to bring quality consciousness in the field of higher education through meaningful interventions in academics and research. The programme also envisages establishment of web based networks of academicians called „Collaborative Academic Networks“ (CAN) for knowledge sharing. Two faculties of the college attended short term training at IISR and IIIT Bangalore.

3) Career Guidance and Placement Cell

A career guidance cell functions in the college, aimed at notifying the students about competitive exams, options in higher education and placement opportunities through seminars, lectures, demonstrations, brochures etc.. The counseling centre offers advice and psychological guidance to help students to overcome the stress and strains of adolescence and to strengthen them

mentally. The Career Guidance and Placement Cell is actively functioning in the College. A brief report of the activities of the cell is given below

- Time, Thiruvananthapuram Centre conducted career oriented seminar on October,2013 for the final year B.Com Degree and P.G. students. The programme started with one hour aptitude test followed by sessions on trends in the Indian IT industry and How to face Interviews?
- Career Insitute conducted a seminar on “Career Opportunities and Personality Development” in December,2013. All the final year students attended the programme.
- Accel IT academy conducted a technical seminar on “Computer Hardware and Networking” to all the final year degree students.
- Eureka Forbs conducted Campus Recruitment on 18th December,2013 . 55 students participated in the recruitment drive and 11 students were selected for the post of Customer Sales Specialist

Dr. M. Nisarudeen, Associate Professor of Commerce is the acting Co-ordinator of the Cell.

3) Anti – Ragging Cell

As per the order of the Supreme Court, an anti-ragging squad is constituted in the college, aiming to prevent ragging. The cell also arranges awareness programme on ragging and related issues.

Anti-Ragging Cell is formed at the institution with the objective to curb-out ragging. It is brought to the notice of the Institutions, students and other various stakeholders that ragging is a criminal offence . UGC has framed regulations, on curbing ragging in higher educational institution, in order to prohibit, prevent and eliminate the scourge of ragging

Anti –Ragging Cell is Functioning in Govt. College, Attingal since 2009 onwards. The main objectives of the Cell are:

1. To aware the students about the dehumanizing effect of ragging and any act of ragging shall not go unnoticed and unpunished.
2. To keep a continuous watch and vigil over ragging so as to prevent its occurrence and recurrence and thereby creating a disciplined academic atmosphere.
3. To deal with the incidents of ragging brought under the notice of the cell

Members of the Committee:

- Co-ordinator of the Cell
- Principal of the College
- Vice-Principal of the College
- Office Superintendent
- HODs of various Departments
- CDC Member
- ASI of Police Dept.
- PTA Member
- Student Representatives

❖ Dr. Nelson A., Associate Professor, Department of Commerce was the Co-ordinator of the Cell during the Academic year 2013-14.

❖ Present coordinator of the Cell is Dr.S.Satheesh Kumar (Associate Professor, Department of Commerce).

Main Activities of the cell are:

1. Annually Conduct Awareness programmes to students regarding the evil effects of ragging.
2. Students are requested to take an Anti- Ragging pledge at the time of admission in the presence of parents
3. In collaboration with the NSS unit of the college the cell conduct Legal literacy class to students

4) Entrepreneurial Development Club

Govt. College Attingal is having an ED club which aims to create wealth and employment commensurate with unlimited natural and immense human resource potential of Kerala by developing entrepreneurship in the youth. The aim of the club is to nurture the latent entrepreneurial talent, develop awareness among its members of the attitudes, values and skills of successful entrepreneurs around the globe.

Objectives of the club:

- To sensitizes students on the real economic and industrial development scenario of the state.

- To inculcate entrepreneurial culture in students.
- To enable them to take informed decisions.
- To induct entrepreneurial spirit in the institutions.
- To bring in successful entrepreneur and students on a common platform.

Functions of the club

- Organize interactive sessions with successful entrepreneurs from outside as well as within the state.
- Organize workshops/debates.
- Organize industrial visits to business enterprises within /out side state.
- To introduce talented youth to industrial research organizations.

The present Co-ordinator of the Club is Prof. Vijayan K., Assistant Professor, Department of Commerce.

5) Film Club

Film is the most influential medium and artform of the age. It has potential to change the society from the grassroot level. The tender minds of the students attracted towards market oriented and illtreated films mostly. Film clubs have the prominent role to guide the students to the world of classic films and the films for a cause.

Film club of our college made the premium efforts to arrange film shows including documentaries, art films and classic films of the old and the new years. There were discussion classes after the show of each and every film show. Eminent cinema professionals were visited our college to motivate, teach and guide the members of the film club. In the academic year 2012-13, some students of our college hade made a short film with the help of the film club and the monetary help from the funds for students support. Film club is energising force for the concrete establishment of the film culture suitable for the coming years. Prof. D.V. Anil Kumar is the present co-ordinator of the Film Club.

6) Nature Club

The Nature Club in the college has played an important role in imparting progressive values regarding the conservation of environment. The club also joins hands with the Social Forestry Wing of the Forest Department, Government of Kerala to keep the campus green, clean and plastic free. Important days like world earth day, forest day and environment day are observed in the college. The bio-gas plant in the college plays a major role in keeping the campus litter free.

Acitivities

- In 2009 to 2013 planted trees at campus.
- Plan to give scientific name boards to the trees at campus
- Conducted a poster exhibition on e-waste management
- Placed litter boxed in the campus
- Cleaned Taluk hospitals surroundings
- Plan to conduct a talk show to aware the students about recent environmental issues
- Conducted a rain walk to vive awareness about monsoon

7) Women Cell

Women cell look into the grievances of women students, particularly, harassment against women, neglect, desertion, not recognizing her rights, and welfare of women students. Dr. Francis Sunny, Principal inaugurated the activities of the Cell for the academic year 2013-14 at the College auditorium on 11th October 2013 at 2 p.m. On 13th December, 2014 two books titled “Women and Law” and “Lessons on Law” were distributed to the girl students of all classes. On 13th March, 2014 a quiz completion was conducted on the topic “Great Women Personalities of Kerala” amd distributed cash prizes to the winners. The Women’s day was celebreated and Mr. Kiran, Junior Health Inspector; Attingal Municipality was invited to present a lecture on Health and Sanitation. Some cultural presentations of the students were also organised on the same day.

8) Additional Skill Acquisition Programme (ASAP)

The Additional Skill Acquisition Programme (ASAP) seeks to equip students currently enrolled Under Graduate Courses in Arts & Science Colleges, with industry/business relevant skills. It aims at creating employment opportunities for the unemployed youth, enhancement of skill sets

of the labour force, emphasizing industry linkage and enhancing employability of students. Expertise of industry organizations like, NASSCOM, CII, FICCI and various Sector Skill Councils set up by the National Skill Development Mission will be sought for the Programme. The Programme will be focussing on additional skill acquisition, through a series of activity based modules including Communication, Information Technology, Skills etc., defined by the Industry so as to ensure that the students passing out of the institution have employable skills that are required by labour market and the industry, nationally and internationally.

The ASAP program at our college was launched on 06.03.2013 with the presence of Sri.Palode Ravi, MLA as chief guest. ASAP classes are arranged in every working day from 9am to 10 am and also in some Saturdays, if necessary. So far we have completed 140 hrs of training and 30 students of our college are getting its benefit.

9) Literary Club

Under the aegis of Department of English, the Literary Club was launched to explore and promote creative and literary activities among students of the college. The club has a prominent role in building up the imaginative, intellectual and constructive skills of the students. The club is active in organising and conducting various literary activities like elocution competition, essay writing, versification, drama presentation, quiz competitions, discussions and debates on various topics. The club members also observe the days of national and international importance through various related activities.

During the last academic year, an attempt is made to group the members into five stratas, viz. Ruby, Emeralds, Sapphire, Diamond and Pearl. The activities of the club are conducted on every Friday during the recess time from 12.30 p.m to 2 p.m.

A manuscript magazine “Akshara Kazhchakal” was prepared by the members as an outvent to their creative aspirations during this year.

10) Edusat

Edusat is a facility provided by the Dept. of collegiate Education, Govt. of Kerala for providing live classes to students and teachers. Classes are conducted by the experts in the relevant field, on every Tuesday and Thursday at 11 A.M, at the main studio, Sanskrit College campus, Thiruvananthapuram. Teachers are also getting opportunity for handling classes. During class time, students can directly interact with the resource person through the Edusat facility provided in the College.

11) Science Club

Science club activities are conducted on every academic year to build scientific aptitudes among students. Seminars and quiz programmes are conducted. The students of BSc and MSc. Polymer Chemistry are the members of Science club. The members are active in collecting up-to-date scientific information in the scientific media and disseminate the collected information through the notice board displayed in front of the science block. Lectures on scientific matters are organised frequently by inviting experts in different related scientific fields. The staff co-ordinator of the Science Club is Mrs. Prabha J, Assistant Professor in Polymer Chemistry and the student secretary is Mr. Sreenandhu of Fourth semester B.Sc. Polymer Chemistry.

12) Equal Opportunity Centre

This is a scheme of UGC envisaged to uplift the socially and economically backward students to the mainstream. The beneficiaries include students belonging to SC,ST, Minority, Physically Handicapped, BPL etc. Special coaching is given to the students to develop their skills in communication, personality development, career guidance and counselling. Also these students are given remedial coaching for the specified subjects.

BEST PRACTICES

1. Title of the Practice

Additional Skill Acquisition Programme (ASAP)

A joint initiative of General Education and Higher Education Department

2. Goal

Additional Skills Acquisition Programme (ASAP) is a major initiative to impart sector specific skills to create a labour market ready work force. The ASAP attempts to identify, address and plug the skill gaps in its young population in order to raise the employability potential and to make the State „future ready“.

3. The Context

The ASAP aims at providing opportunity to students studying Higher Secondary, Vocational Higher Secondary and Under Graduate (Arts, Science & Commerce) courses to acquire skills as required by the labour market along with their regular studies, right from the secondary level itself .In the first phase, ASAP will target students of Higher Secondary Schools/ Vocational Higher Secondary Schools and Colleges of Government. In the second phase, which commences in the third year of the programme, students studying in Private Aided Schools as well as Arts and Science Colleges too will be allowed to become beneficiaries of the ASAP. The ultimate objective of the ASAP would be a three level certification involving the Government, Industry and the University.

4. The Practice

The programme aims to skilling kerala in 21st century. For that it has been launched in selected institutions with the help of the Principal and one faculty member in the particular institute. The target group is first year degree students and the seats are strictly limited to 30 numbers and that students are being selected through an interview convened by the official of ASAP and the college faculty member and the priority should be given to those students who were backward in various social and economic parameters. The selected students will get 180 hours training in

Communicative English and basic IT skills .Apart from this foundation module students will get an opportunity to select a particular job oriented segment like finance,IT,Retail,Hospitality, BPO,Hotel Management,Electronics,Media etc.

ASAP will provide high standard training to students in association with industry partners like ICAI, BSNL,BOSH,NASSCOM,IDA,NSE,BSE and certification will be provided by the concerned industry partner along with govt of kerala.

The main constrain for this programme is the limited seats. One institution can afford only 30 students for this particular course.

5. Evidence of Success

The programme has been started in Govt College, Attingal in 2012 itself with 30 students. The first batch has completed their 180 hours foundation module and doing their skill courses in Accounting, Printing, Journalism and electronics with high level of interest.The confidence level of the students have increased in terms of level of communication and presentation skills.

We were able to start the second batch of students in October 2013 and now they are undergoing the skill courses which was commenced on last week of March 2014.

5. Problems Encountered and Resources Required

At present there is no problems encountered regarding resources and infrastructure facilities

7. Notes (Optional)

It is to be highlighted that Govt. College, Attingal has been selected as one of the Skill Devolepment Centre in kerala where the students from 12 different institutions are comes under one roof to get the training of different skill courses . It is one among the four such institutions in Trivandrum district and probably it will convert as Community Skill Park in the future.

BEST PRACTICE 2

1. Title of the Practice:

Walk With a Scholar Programme (WWS)

2. Goal:

Provide necessary orientation to the students to prepare for employment. Walk With a Scholar (WWS) scheme proposes to arrange specialized mentoring programs for students in Under Graduate Programs in and to provide guidance for their future. The scheme introduces the idea of mentoring and builds on the concept of mentor as a „Guide“ and „Friend“. The primary objective of mentoring is envisaged to provide the aspirant some customized activities that enhance their learning experience and employability skills. As it requires some training built on the foundations of knowledge, mentoring aims at providing some opportunities to catch a meaningful life and better careers with a strong foundation of certain skills, attitudes and competencies.

3. The context

The mentoring scheme for students will be purely voluntary in nature. It will be open for all students entering the first year of the Under Graduate Programme of Study. The Scheme aims at giving necessary orientation to needy students, to prepare them for employment and give them necessary guidance, motivation and necessary mental support to identify appropriate areas for higher study as well as employment. The mentoring scheme should be planned to identify the opportunities available for the scholars, the areas suitable for them, the manner in which the scholar should proceed before them and evolve ways by which they can be acquired.

4. The practice

- (i) The College Council should identify a College level Coordinator for the WWS Scheme from the faculty of the college. Preference can be given to faculty who have worked as placement officers or coordinators of career guidance unit in the college
- (ii) The scheme should be discussed by the College Council and amongst the faculty members.

- (iii) The College Council should act as a Monitoring Committee for the implementation of the Programme and the Coordinator should function in consultation with the Principal and the College Council

Student Selection:

- (iv) Students (Scholars) of first year Degree Programme alone are to be included in the Scheme
- (v) The students of First Year UG Programme should be made aware of the Programme, for which, a meeting of the first year UG students may be convened at the college level and the scheme and objective explained to them.
- (vi) Applications should be invited from willing candidates for enrolment.
- (vii) Students selected for the Programme should have secured at least 60% marks at the Higher Secondary/Plus Two level. This stipulation of minimum marks is not applicable for SC/ST students.
- (viii) The number of students identified under WWS Scheme, should not exceed 30.
- (ix) If the number of applicants exceeds 30, the College council should evolve a method of selecting the required number of students so that the neediest students and those genuinely interested in the scheme alone are selected.

Identification of Mentors:

- (i) For the purpose of mentoring, two categories of mentors are to be identified. One will be „Internal Mentor“ and the second will be „External Mentor“.
- (ii) The Internal mentor has to be a faculty from the Institution in which the student (Scholar) is studying. They should be persons who are able to do mentoring and support the scholars and act as a Guide, in building their career.
- (iii) Each Internal Mentor will be in charge of 6 students. So an institution admitting 30 students in the WWS Scheme must identify 5 Internal Mentors.
- (iv) External Mentors have to be identified from persons working in Industry, as well as from Professions like Engineering, Medicine, Architecture, Law, Hospitality, Media, Business, Teaching, Administration or from any field as found necessary according to the local needs of the Institution/students. External Mentors can be persons working in the State and Central Public sector. Reputed persons from Private sector may also be identified as External mentors. Proven expertise and merit must be the criterion followed for identifying External Mentors. Consent of the person must be ensured before including a person as an External Mentor. External Mentors can be identified by the institution locally or they can be identified from the list that will be made available by the Higher Education Department/Collegiate Education department. Each „External Mentor“ will be in charge of 5 students. Hence a total of 6 „External Mentors“ will have to be identified by each institution The list of „External

Mentors" identified by one institution may be made available to the Higher Education Department/Directorate of Collegiate Education and also to other Government Colleges if required, so that their services and expertise are made available to larger number of Scholars, under the scheme.

Implementing the Scheme:

Students selected under the Programme will be paired to two mentors. An Internal Mentor and an External Mentor. As far as possible, women external mentors should be allotted to girl scholars.

A college should identify 100 hours in an academic year (20 hours per Internal Mentor for 5 Mentors) A college should identify 30 hours (5 sessions (hours) per External mentor.

5. Evidence of success

All the mentors performed their role profoundly well and were highly beneficial and appreciated by the mentees. The mentees got an opportunity to gain wisdom from someone who had travelled the path before them. The sessions gave them not only the means but also the wherewithal to lead a meaningful life. The most significant observation in this regard is that none of the mentees were absent even in a single session of mentoring. The enthusiasm and interest shown by them inspired the mentors as well. The programme enabled the mentees to create positive attitude in their thoughts and behaviour.

6. Problems encountered and resources required.

External mentoring and internal mentoring which is the heart of the Walk With a Scholar Programme can be offered to the students only within the fund sanctioned by the Government of Kerala. There is also constraint in arranging external mentors who cope up with the objectives of the programme. Sessions were arranged on Saturdays and Holidays without affecting the normal academic routine of the students and the college.

BEST PRACTICE 3

1. The Title of the Practice

Centre for Adult Continuing Education and Extension (CACEE)

2. Goal

The Programme was implemented in the college as a unit of the Centre for Adult Continuing Education of the University of Kerala. It is aimed to impart job oriented short term certificate and Diploma courses to the needy and poor people of the locality in which the college is situated. Those who are constrained to end their regular studies due to domestic or personal problems can make use of these courses.

3. The Context.

4. The Practice

The courses offered are Diploma in Computer Application, Certificate in Library and Information Science, Certificate in Computerised Accounting. There is an intake of 40 students for each course. After the the completion of regular studies examinations are to be conducted and certificates issued by the University of Kerala. The Certificates are approved by the Kerala Public Service Commission.

5. Evidence of Success.

The Centre for Adult Continuing Education and Extension courses were started in this college in the year 2004. With the completion of a decade nearly 2000 students have been enrolled and completed their programme. The success of this programme is evident from the fact that in the last batches of Library and Information Science some students comes to this unit from Trissur and Kottayam which is nearly four hundred and two hundred kilometres away from this college. Large number of students who have completed their courses through the centre got jobs in various institutions in Kerala and abroad.

6. Problems Encountered and Resources Required.

A major problem facing the centre is the lack of a full fledged administrative and academic block of its own and the lack of a well equipped computer lab. Though the

courses offered are autonomous 35% of the course fee has to be remitted to the University of Kerala. The remaining amount has to be used for faculty payment and other expenses. Hence the fund accumulated through years will not be sufficient to provide new facilities.

7. Notes

The unit is functioning as active participant in the developmental activities of the college. The CACEE unit constructed a borewell to the college.

PROFILE OF THE DEPARTMENTS

Introduction:

The College has 3 PG Departments and one U.G department. The other departments are engaged in subsidiary courses or language courses of the main departments. When the ratio of teachers to students is considered, the total strength is taken into account. This is so done because the teachers of English department should handle classes for all the UG students. Similar is the case with Additional Language teachers. Teachers handling subsidiary subjects are engaging classes for more than one UG courses. Most of the columns in the prescribed format of the profile are not relevant as far as subsidiary and language departments are concerned.

At present, we have 12 departments.

PG Departments

1. Polymer Chemistry 2. Economics 3. Commerce

UG Departments

4. History

Subsidiary Departments

5. Physics 6. Mathematics 7. Political Science

Language Departments

8. English 9. Arabic 10. Hindi 11. Malayalam

Other Department

12. Physical Education

EVALUATIVE REPORT OF POLYMER CHEMISTRY DEPARTMENT

1. Name of the department : P.G. DEPARTMENT OF POLYMER CHEMISTRY
2. Year of Establishment : 1995
3. Names of Programmes / Courses offered
UG - B.Sc Polymer Chemistry.
PG - M.Sc.Polymer Chemistry.
4. Names of Interdisciplinary courses and the departments/units involved:
As per CBCSS, under UG programme, the department is offering open courses to students of other departments in the course Essentials of Chemistry.
5. Annual/ semester/choice based credit system (programme wise)
PG- Semester system
UG- Choice Based Credit and Semester System
6. Participation of the department in the courses offered by other departments:
The UG students of Polymer Chemistry department are doing open courses offered by Economics, History and Commerce departments.
7. Courses in collaboration with other universities, industries, foreign institutions, etc.
Tie ups with Hindustan Latex Limited, Thiruvananthapuram.
8. Details of courses/programmes discontinued (if any) with reasons
Nil
9. Number of Teaching posts

	Sanctioned	Filled
Professors		
Associate Professors	01	01
Asst. Professors	04	04

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D Students guided for the last 4 years
M.MATHAI	M.Sc	Associate Professor	Nil	28	NA
MANJU ANNA VARGHESE	M.Sc,B.Ed,,MPhil,,Net	Assistant Professor	Nil	04	NA
J.PRABHA	M.Sc,Net,B.Ed	Assistant Professor	Nil	03	NA
SUMI.V.S	M.Sc,M.Phil,JRF+,Net,B.Ed	Assistant Professor	Nil	03	N.A
SUBILA.K.B	M.Sc,M.Phil,Net	Assistant Professor	Nil	00	N.A

N.B:Two Guest Lecturers are to be appointed Soon.

11. List of senior visiting faculty
NIL

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty: 25

13. Student -Teacher Ratio (programme wise)
UG – 30:1
PG - 06:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled
NIL

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.

Qualification	No. Of teachers	% to total
Ph.D	Nil	00
M.Phil	03	43
PG	07	100

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received
Nil

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received

NIL

18. Research Centre /facility recognized by the University

No

19. Publications:

Name of faculty	Number of Publications			
	Journals	Proceedings	Article in Edited Books	Books
M.MATHAI	NIL	NIL	NIL	NIL
MANJU ANNA VARGHESE	NIL	NIL	NIL	NIL
PRABHA.J	NIL	NIL	NIL	NIL
SUMI.V.S	ONE	NIL	NIL	NIL

20. Areas of consultancy and income generated

Free Consultancy is provided in connection with DRC of Rubber latex.

The Post Graduate students of the college are given consultation regarding preparation of competitive examinations and UGC-NET examinations.

21. Faculty as members in a) National committees b) international Committees c) Editorial Boards....

M.MATHAI

1. Member, Board of Studies in Polymer Chemistry,(UG&PG), University of Kerala
2. Former Chairman of Board of Examiners,UG,university of Kerala.
3. Former Board of studies in Chemistry,University of Calicut

22. Student projects

a)Percentage of students who have done in-house projects including inter departmental/programme **75%**

b)Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies **25%**

23. Awards / Recognitions received by faculty and students

Nil

24. List of eminent academicians and scientists / visitors to the department

1. Dr.SIBLY,Head,Dept.of Chemistry,university of Kerala
2. Dr. Saritha A, Asst. Professor, Amritha School of Arts and Science, Karunagappally
- 3 Mrs. Sreedha Sambudevan, Asst. Professor

25. Seminars/ Conferences/Workshops organized & the source of funding

Topic	Funded by	Seminar/workshop	Month and year
Advanced Polymer Technology.	Director of collegiate education.	seminar	28 th November 2013.

26. Student profile programme/course wise:

Name of the Course/programme B.Sc	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
2010-2013	698	35	07	23	74
2009-2012	653	35	08	22	72
2008-2011		35	06	22	70
2007-2010		35	07	21	69
2006-2009		35	09	18	67

*M = Male *F = Female

Name of the Course/programme M.Sc	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
2011-2013	Course started During 2012 only				

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.Sc	100	Nil	Nil
M.Sc	100	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

NA

29. Student progression

Student progression	Against % enrolled
UG to PG	25
PG to M.Phil.	COURSE STARTED ONLY DURING 2012-13.
PG to Ph.D.	NA
Ph.D. to Post-Doctoral	NA
Employed <ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	15 20
Entrepreneurship/Self-employment	30%

30. Details of Infrastructural facilities

a) Library ; General Library &

Departmental Library with 3000

Chemistry books.

b) Internet facilities for Staff & Students:Yes

c) Class rooms with ICT

facility :Yes.

d) Laboratories:Well set

separateLaboratory for

B.Sc&M.Sc

31. Number of students receiving financial assistance from college, university, government or other agencies:75

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts

Special lectures are given to students in connection with ASAP,WWS,SSP and the national seminar and workshops organised by the department

33. Teaching methods adopted to improve student learning:

Lectures,Seminars, Group discussions, Presentations using ICT

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:
 The students and teachers of the department are actively participated in the regular and special camping programmes of NSS units of the college.
 A Science club is actively functioning under the guidance of the department with Prof. J.Prabha, as the Convenor..
 Prof.M.Mathai is the PTA Executive member of the College P.T.A unit that functions for the overall development of the college and the stakeholders
35. SWOC analysis of the department and Future plans

<p><u>Strengths</u></p> <ol style="list-style-type: none"> 1.Good infrastructure. 2.Dedicated Faculty. 3.Hard working students. 4.Support from local people. 5.Old student"s support. 	<p><u>Weaknesses</u></p> <ol style="list-style-type: none"> 1.Majority of students belong to BPL category. 2.Limited conveyance facility. 3.Class loss due to several reasons. 4.Lack of English language proficiency of students.
<p><u>Opportunities</u></p> <ol style="list-style-type: none"> 1.Employment in polymer industry. 2.Teaching opportunities in schools&colleges 3.Self employment. 4.Research . 	<p><u>Threats</u></p> <ol style="list-style-type: none"> 1.Plastic Pollution. 2.Lack of opportunities in Kerala. 3.Lesser Number of boys. 4.Discontinuity of study by some students.

Future Plans

1. Producing good result for recently started PG programme.
2. Full automation of Department library with INFLIBNET facility
3. Conversion of all class rooms into smart class rooms with all ICT facilities
4. Equipping teachers with doctorate degree.

EVALUATIVE REPORT OF THE ECONOMICS DEPARTMENT

1. Name of the department P.G. DEPARTMENT OF ECONOMICS AND RESEARCH CENTRE
2. Year of Establishment 1975
3. Names of Programmes / Courses offered

Programmes	
U.G	B.A. ECONOMICS
P.G	M.A. ECONOMICS

4. Names of Interdisciplinary courses and the departments/units involved NIL
5. Annual/ semester/choice based credit system (programme wise)

UG- CBCSS
PG- SEMESTER SYSTEM

6. Participation of the department in the courses offered by other departments

ECONOMICS AS SUBSIDIARY IN B.A. HISTORY
HUMAN RESOURCE MANAGEMENT AS OPEN COURSE UNDER CBCSS

7. Courses in collaboration with other universities, industries, foreign institutions, etc.
NIL
8. Details of courses/programmes discontinued (if any) with reasons
NIL

9. Number of Teaching posts

	Sanctioned	Filled
Professors	NIL	NIL
Associate Professors	01	01
Assistant Professors	06	06

10. Faculty profile with name, qualification, designation, specialization

Name	Qualification	Designation	Specialisation	No. of years of experience	No. Of Ph.D students guided for the last 4 years
Dr.C.RAJASEKHARANPILLAI	M.A.;PhD	ASSOCIATE PROFESSOR		26	06
Sri.SHIBU A.S.	M.A.BEd	ASSISTANT PROFESSOR		09	nil
Smt. SEETHALEKSHMI	M.A.	ASSISTANT PROFESSOR		08	nil
Ms. SALINI LAWRENCE	MA	ASSISTANT PROFESSOR		03	nil
Sri. BAISIL A.	M.A.;BEd	ASSISTANT PROFESSOR		01	nil
Smt. LEKSHMI L. (ON	M.A.;MEd	ASSISTANT		03	nil

FDP DEPUTATION)		PROFESSOR			
Ms. JAYASURYA (FDP SUBSTITUTE)	M.A	ASSISTANT PROFESSOR		01	nil

11. List of senior visiting faculty.
 1. Dr. P Suresh Kumar (Research Guide)
12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty NIL
13. Student -Teacher Ratio (programme wise) UG – BA ECONOMICS 19:1
PG- MA ECONOMICS 5:1
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled ADMINISTRATIVE STAFF -01
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.
Dr. P SURESH KUMAR -PhD
Dr. C.RAJASEKHARAN PILLAI –PhD
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received
 1. Dr.C. RAJASEKHARAN PILLAI MRP OF UGC
 2. SHALINI LAWRENE – MRP OF UGC
 3. SHIBU A.S. – MRP OF UGC
17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received
NIL
18. Research Centre /facility recognized by the University
Approved Research Centre of Economics under University of Kerala
19. Publications:

Name of faculty	Number of Publications			
	Journals	Proceedings	Article in Edited Books	Books
Dr.P.SURESH KUMAR	29	1	1	2
Dr. C.RAJASEKHARAN PILLAI	08	NIL	NIL	NIL

20. Areas of consultancy and income generated:
Consultancy in budget analysis
21. Faculty as members in
 - a) National committees b) International Committees c) Editorial Boards....
Dr.P Suresh Kumar Associated Editor in Journal of Social Science in Perspective & Journal of Peace and Gandhian Studies
22. Student projects
 - a) Percentage of students who have done in-house projects including inter

departmental/programme 100

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies

23. Awards/ Recognitions received by faculty and students NIL

24. List of eminent academicians and scientists/ visitors to the department

1. Dr. Pulpre Balakrishnan, Director, CDS
2. Just. R Natarajan, Kerala State Human Rights Commission
3. Ambassador P Sreenivasan, Vice-Chairman, Kerala State Higher Education Council
4. Sri. C P John, Member, Kerala State Planning Board
5. Prof. G. Karunakaran Pillai, Prof.(Rtd) University of Kerala
6. Prof. (Dr.)M. Kunjaman, Prof. (Rtd) University of Kerala
7. Dr.S. Iyyampillai, Prof. Bharatiyar University, Trichytamilnadu
8. Dr. N Vijayamohan Pillai, Associate Prof. CDS Trivandrum
9. Prof. P. Kanakasabapathi,
10. Prof. (Dr.) Cyriac Mathews, Deputy Director,(Rtd) Department of Collegiate Education, Govt of Kerala
11. Dr. P. Thampy Mathew, Prof. (Rtd) FMNC Kollam
12. Dr. G Vishaka Varma
13. Dr. S Muraleedharan
14. Dr.Thara , Head Disaster Mangement Centre, Govt of Kerala.
15. Dr. Simon Thattle, Professor, University of Kerala
16. Dr. Mani K P, Associate Prof. University of Calicut
17. Dr. Srinivasan P, Associate Prof, Christ University Bangaluru.
18. Dr. Manju S Nair, Associate Prof. University of Kerala.

25. Seminars/ Conferences/Workshops organized & the source of funding

Topic	Funded by	Seminar/workshop	Month and year
Advanced research methodology	DCE	3 day Workshop	December,2013
Human rights and economic development	NHRC	National seminar	November,2012
Global macro environmennt	DCE	National seminar	February,2012
Issues in kerala economy	DCE	National seminar	November,2010
Global economic recession	DCE	National	December 2009

26. Student profile programme/course wise:

Name of the Course/programme	Applications received	Selected	Enrolled	Pass Percentage
B.A.ECONOMICS				

			Male	Female	
2011-2014	1333	46	32	14	74
2010-2013	1324	46	31	15	90
2009-2012	1276	46	26	20	88
2008-2011	1298	46	28	18	71
2007-2010	1167	46	25	26	77

Name of the Course/programme M.A.ECONOMICS	Applications received	Selected	Enrolled		Pass Percentage
			Male	Female	
2011-2013	OAP	20	0	20	50
2010-2012	OAP	20	1	19	88
2009-2011	117	20	2	18	93
2008-2010	127	20	2	18	85
2007-2009	154	20	2	18	71

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.A.ECONOMICS	100	NIL	NIL
M.A.ECONOMICS	100	NIL	NIL

28. How many students have cleared national and state competitive examinations such as

NET 7

SET - 30

SLET 25

GATE- 0

Civil services

Defense services . 10

29. Student progression

Student progression	Against % enrolled
UG to PG	35%
PG to M.Phil.	10%
PG to Ph.D.	5%
Ph.D. to Post-Doctoral	5%
Employed • Campus selection • Other than campus recruitment	70%
Entrepreneurship/Self-employment	15%

30. Details of Infrastructural facilities

- a) Library DEPARTMENT LIBRARY WITH A COLLECTION OF OVER 600 BOOKS
- b) Internet facilities for Staff & Students 4 SYSTEMS WITH INTERNET FACILITY
- c) Class rooms with ICT facility FULLY EQUIPPED SEMINAR HALL
- d) Laboratories NIL

31. Number of students receiving financial assistance from college, university, government or other agencies

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts

1. Orientation Programme on Research Methodology
2. National Seminar on human Rights and Economic Development
3. National seminar on Global Macro Management
4. National Seminar on Issues on Kerala Economy

33. Teaching methods adopted to improve student learning

LECTURES, SEMINARS, ASSIGNMENTS, USE OF AUDIO VISUAL AIDS

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

Dr. P Suresh kumar	Editor of journal Chairman, Board of Q P setters MG University
Dr. C Rajasekharan Pillai	Member , Senette, University of Kerala Coordinator CACE, Chairman , Degree Board of Studies, KU Member, PSC Evaluation Board Member Faculty of Social Sciences K U Member, viva voce exams, KU
Shibu A S	Member Board of Q P setters Calicut University Member Board of Q P setters H S E Nodal Officer EDUSAT Member PTA Executive Admission Committee Convener In Charge Inflibnet Lab
Lakshmi L	Member Women cell
Shalini Lawrance	Internal mentor WWS
Baisil A	Co-ordinator, AISHE

35. SWOC analysis of the department and Future plans

<p><u>Strengths</u></p> <ol style="list-style-type: none"> 1. A Research centre with two experienced research guides. 2. A well stocked library with e-Resources 3. Fully equipped smart classrooms. 4. Frequently organises seminars, workshops and lectures. 5. Excellent faculty members with teaching and research experience. 	<p><u>Weaknesses</u></p> <ol style="list-style-type: none"> 1. high student-teacher ratio 2. lack of autonomy in academic matters 3. lack of advanced research facilities 4. infrastructural constraints 5. Inadequate financial resources
<p><u>Opportunities</u></p> <ol style="list-style-type: none"> 1. Intoduction of academic autonomy 2. introduction of career related courses 3. availing the services of external experts 4. tie-ups with other academic institutions of excellence 5. community/ extension services 	<p><u>Threats</u></p> <ol style="list-style-type: none"> 1. administrative and bureaucratic delays 2. apathy of the bureaucracy 3. competition from foreign and technical institutions. 4. lack of flexibility in academic matters 5 frequent changes in syllabi and evaluation procedures

Future plans

1. Academic autonomy
2. Centre of excellence in Economics.

EVALUATIVE REPORT OF COMMERCE DEPARTMENT

1. Name of the department P.G. DEPARTMENT OF COMMERCE
2. Year of Establishment : 1975
3. Names of Programmes / Courses offered
UG - B.Com
PG - M.Com.
4. Names of Interdisciplinary courses and the departments/units involved
As per CBCSS, under UG programme, the department is offering open courses to students of other departments in the course Entrepreneurship Development, and Strategic management..
5. Annual/ semester/choice based credit system (programme wise)
PG- Semester system
UG- Choice Based Credit and Semester System
6. Participation of the department in the courses offered by other departments
The UG students of Commerce department are doing open courses offered by Economics, History and Polymer Chemistry departments
7. Courses in collaboration with other universities, industries, foreign institutions, etc.
Nil
8. Details of courses/programmes discontinued (if any) with reasons
Nil
9. Number of Teaching posts

	Sanctioned	Filled
Associate Professors	02	02
Asst. Professors	07	07

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D Students guided for the last 4
Dr.S.SATHEESH KUMAR	M.com, M.Phil.;PhD.	Associate Professor	FINANCE	27	02
Dr.M. NISARUDEEN	M.com, Ph.D	Associate Professor	FINANCE	24	NIL
K. VIJAYAN	M.Com,B.Ed,UGC-NET	Assistant Professor	FINANCE	07	N.A
S.SUNIL	M.com,UGC-NET	Assistant Professor	FINANCE MARKETING	07	N.A
ANITHA S.	M.Com; M.Phil,UGC NET (JRF)	Assistant Professor	FINANCE	12	N.A
Dr.PRADEEP KUMAR K	M.Com M.Phil. Ph.D UGC-NET(JRF)	Assistant Professor	FINANCE	18	NIL
VIJILA V	M.Com M.Phil; NET	Assistant Professor	FINANCE	6	N.A
PURUSHOTHAMAN V.M	M.Com.;NET M.B.A, NET	Assistant Professor	FINANCE	4	N.A
SUNILRAJ N.V.	M.Com B.Ed, UGC-NET	Assistant Professor	FINANCE	4	N.A

11. List of senior visiting faculty

Dr. Nelson A.

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty: nil

13. Student -Teacher Ratio (programme wise)

UG - 17:1

PG - 04:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled

NIL

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.

Qualification	No. Of teachers	% to total
Ph.D	03	33.33
M.Phil	04	44.44
P.G	09	100

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received

1. SUNILRAJ N.V. is doing a Minor Research Project funded by UGC with a total grant of Rs.100000/-

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received

Prof. Vijila V. Completed a minor research project on "A study on the Perception of Bank Managers Towards the Impact of Basel II Accord" funded by UGC with a total grant of Rs.85,000/-

18. Research Centre / facility recognized by the University

Applied for upgrading the department as a Research Centre. At present the department have two guides with library and information science department of university of kerala as the research centre.

19. Publications:

Name of faculty	Number of Publications			
	Journals	Proceedings	Article in Edited Books	Books
Dr. A. NELSON	05	NIL	NIL	
Dr.S.SATHEESHKUMAR	02	NIL	NIL	
Dr.M.NISARUDEEN	03	NIL	NIL	01
K.VIJAYAN	NIL	NIL	01	
S.SUNIL	NIL	NIL	01	
Dr.PRADEEPKUMAR K	09	01	NIL	01
VIJILA V.	02	NIL	01	
PURUSHOTHAMAN V.M	01	01	01	

20. Areas of consultancy and income generated

Free Consultancy is provided in connection with income tax calculation and e-filing of income tax returns to all teachers and non-teaching staff of the college.

The Post Graduate students of the college are given consultation regarding preparation of competitive examinations and UGC-NET examinations.

21. Faculty as members in a) National committees b) international Committees c) Editorial Boards....

Dr. S. Satheesh Kumar

4. Chairman, Board of Studies in Commerce (Pass), University of Kerala
5. Ex-officio Member, Board of Studies in Commerce (PG), University of Kerala

6. Member, Board of Studies in Business Management (Pass), University of Kerala
7. Member, Board of Studies in Hotel Management & Catering Service, University of Calicut
8. Member, Faculty of Commerce and Management Studies, University of Calicut
9. Former Member, Faculty of Commerce, University of Kerala
10. Member, Viva Voce Board- University of Kerala
11. Member, Viva Voce Board- M.G. University
12. Examiner, Kerala Public Service Commission, Kerala
13. Guest Faculty, IMK, University of Kerala
14. Examiner, Bharathiyar University
15. Member, Inspection Team for New Courses, University of Kerala
16. Vice President, Kerala Gazatted Officers Co-operative Society, Thiruvananthapuram
17. Member, Academy of Social Sciences.
18. Member, IMEG

Dr. K. Pradeep Kumar

1. Chairman, Fourth and Sixth Semester BBA Pass Board, University of Kerala
2. Chairman, Board of Question Paper setters, BBA (SDE), University of Calicut

22. Student projects

a)Percentage of students who have done in-house projects including inter departmental/programme **85%**

b)Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies **15%**

23. Awards / Recognitions received by faculty and students

Ansa S. Secured First rank in M.Com degree Examinations of University of Kerala in 2013

24. List of eminent academicians and scientists / visitors to the department

1. Dr.P.K.Velayudhan, Director of Collegiate Education
2. Dr. B.Vijayakumar, Principal, KITTS
3. Prof. Sanu S.J., Jansons School of Business, Coimbatore
4. Rosakkutty, Chairperson, Kerala Womens Commission
5. Natarajan, Judicial Member, NHRD,Thiruvananthapuram
6. Dr.Gabriel Simon Thattil, Department of Commerce, University of Kerala
- 7.Dr. J. Rajan, Professor, Institute of Management in Kerala, Thiruvananthapuram.
8. Dr.D.C. Bose, Emeritus Professor.
9. Dr. K. Sasikumar, Department of Commerce, University of Kerala
10. Dr. B. Johnson, Department of Commerce and Management Studies, Calicut University

25.Seminars/ Conferences/Workshops organized & the source of funding

Topic	Funded by	Seminar/workshop	Month and year
Women Rights and State Development	NHRC	National Seminar	January,2014
Responsible Tourism	Directorate of Collegiate Education	National Seminar	November,2013
Research Methodology	Directorte of Collegiate Education	Workshop	January,2013
Emerging Trends in E-Commerce	Directorte of Collegiate Education	National Seminar	March,2012
Role of Private Public Partnership in the Infrastucture Development of Kerala	Directorte of Collegiate Education	National Seminar	March,2010
The impact of the entry of multinational corporations in the Retailing Business in Kerala	University Grants Commission	National Seminar	November,2008

26. Student profile programme/course wise:

Name of the Course/programme B.Com	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
2011-2014	1243	47	11	36	98
2010-2013	1258	46	18	28	100
2009-2012	1178	46	19	27	74
2008-2011	1007	46	17	29	86
2007-2010	1097	46	21	25	75

*M = Male *F = Female

Name of the Course/programme M.Com	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
2011-2013	OAP	16	3	13	97
2010-2012	OAP	16	5	11	94
2009-2011	113	16	6	10	94
2008-2010	124	16	3	13	88
2007-2009	108	16	7	9	94

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.Com	100	Nil	Nil
M.Com	100	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

NET- 12

SLET-8

Defence service6

IBPS-8

29. Student progression

Student progression	Against % enrolled
UG to PG	85%
PG to M.Phil.	1%
PG to Ph.D.	2%
Ph.D. to Post-Doctoral	Nil
Employed	
• Campus selection	40%
• Other than campus recruitment	
Entrepreneurship/Self-employment	30%

30. Details of Infrastructural facilities

- a) Library : Department library with a collection of 1750 books
- b) Internet facilities for Staff & Students : internet facility is available in the library
- c) Class rooms with ICT facility : One smart class room with modern ICT facility.
- d) Laboratories : A computer lab with 25 systems and the needed software programmes

31. Number of students receiving financial assistance from college, university, government or other agencies

Majority of the students are receiving financial assistance from the government through its agencies.

32. Details on student enrichment programmes (special lectures / workshops seminar) with external experts

Special lectures are given to students in connection with ASAP, WWS, SSP and the national seminar and workshops organised by the department

33. Teaching methods adopted to improve student learning

Lectures, Seminars, Group discussions, Presentations using ICT

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

- The students and teachers of the department are actively participated in the regular and special camping programmes of NSS units of the college.
- An entrepreneurship club is actively functioning under the guidance of the department with Prof. Vijayan K. as the Convenor.
- Dr. S. Satheesh Kumar is the NCC officer of the NCC unit of the college that performs a wide range of social and extension activities.
- Dr. K. Pradeep Kumar is the Co-ordinator of NAAC accreditation Committee of the College.
- Dr. K. Pradeep Kumar is the institutional level Co-ordinator for the preparation of IDP under the RUSA scheme of KSHEC.
- The new initiatives of the Kerala state government for educational upliftment like ASAP and WWS are coordinated by Prof. V.M. Purushothaman and Prof. Sunilraj N.V. respectively.
- The Nature Club of the college is coordinated by Prof. Sunilraj N.V.
- Dr. M. Nisarudeen is the PTA secretary of the College P.T.A unit that functions for the overall development of the college. He is also acting as the

- coordinator of Community College Scheme initiated by Govt; of Kerala.
- Prof. Anitha S. is the co-ordinator of Womens" Cell of the College.
- Prof. Vijila is the member of Womens Cell of the College

35. SWOC analysis of the department and Future plans

<p><u>Strengths</u></p> <ul style="list-style-type: none"> ➤ Dedicated Faculty ➤ Research minded Faculty ➤ Active participation in college level extension activities ➤ Excellent Results ➤ High quality students ➤ Better performance of students in co-curricular activities ➤ Group dynamism and team spirit ➤ Better integration between department and students ➤ Well equipped library with internet facility ➤ Smart class room with modern facilities like interactive board,LCD Projecter, Public addressing system. ➤ Industry academic interface ➤ Tax consultancy ➤ Assistance for the preparation of projects 	<p><u>Weaknesses</u></p> <p>1.Frequent Transfer of faculties 2.Difficulty in formulating and implementing long term strategies due to frequent changes in administrative level.</p>
<p><u>Opportunities</u></p> <ul style="list-style-type: none"> ➤ conversion of Department into a Research centre affiliated to University of Kerala ➤ Consultancy services in related areas ➤ Development of high quality output for a better nation building ➤ Transformation of Department in to a centre of excellence for the education of commerce and management 	<p><u>challenges</u></p> <ul style="list-style-type: none"> ➤ Heavy work load for faculties is a limiting factor to develop their research capabilities ➤ Lack of regular and competent training programmes to faculties ➤ Lack of including eminent professionals in the teaching-learning process

Future Plans

1. Upgradation of department as Research Centre
2. Fully automation of library with INFLIBNET faciliy
3. Conversion of all class rooms into smart class rooms wih all ICT facilities

EVALUATIVE REPORT OF HISTORY DEPARTMENT

1. Name of the department :DEPARTMENT OF HISTORY
2. Year of Establishment : 1975
3. Names of Programmes / Courses offered
UG - B.A
4. Names of Interdisciplinary courses and the departments/units involved
As per CBCSS, under UG programme, the department is offering open courses to students of other departments in the course History of Human Rights Movements
5. Annual/ semester/choice based credit system (programme wise)

UG- Choice Based Credit and Semester System
6. Participation of the department in the courses offered by other departments
The UG students of History department are doing open courses offered by Economics, Commerce and Polymer Chemistry departments
7. Courses in collaboration with other universities, industries, foreign institutions, etc.
Nil
8. Details of courses/programmes discontinued (if any) with reasons
Nil
9. Number of Teaching posts

	Sanctioned	Filled
Professors		
Associate Professor	01	01
Asst. Professors	02	02

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D Students guided for the last 4 years
Dr.PREMA M. L.	M.A, M.Phil.;PhD.	Associate Professor	Historiography	27	Nil
SAKHARIYA T.	M.A(History),M.A (Philosophy),BEd, SET, UGC- NET	Assistant Professor	Kerala History	04	Nil
RAGESH K.H	M.A.,B.Ed,UGC-NET	Assistant Professor	World History	01	Nil

11. List of senior visiting faculty
NIL

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty: nil

13. Student -Teacher Ratio (programme wise)
UG – 20:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled
NIL

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.

Qualification	No. Of teachers	% to total
Ph.D	01	33.33
M.Phil	01	33.33
P.G	03	100

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received
Nil

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received
Nil

18. Research Centre /facility recognized by the University

Nil

19. Publications:

Name of faculty	Number of Publications			
	Journals	Proceedings	Article in Edited Books	Books
Dr.M.L.PREMA	3	NIL	NIL	NIL

20. Areas of consultancy and income generated
NIL

21. Faculty as members in a) National committees b) international Committees c) Editorial Boards....

Dr. PREMA K .L – PG BOARD OF STUDIES 2013-14

22. Student projects

a)Percentage of students who have done in-house projects including inter departmental/programme **100%**

b)Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies

23. Awards / Recognitions received by faculty and students

1. Dr. M.L. Prema, the Vice Principal of the college has been awarded K.P. Panicker's shatiabdapurthi memorial prize for the best dissertation based on original research in Kerala History in 1982 by the University of Kerala
2. Sreeleksmi, the B.A. degree student secured III rank in the B.A. Histoty examination of University of Kerala during the academic year 2011-12

24. List of eminent academicians and scientists / visitors to the department

25. Seminars/ Conferences/Workshops organized & the source of funding

Topic	Funded by	Seminar/workshop	Month and year
EARLY RESISTANCE TO THE BRITISH IN KERALA	Directorate of Collegiate Education	SEMINAR	JANUARY 2007

26. Student profile programme/course wise:

Name of the Course/programme B.A	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
2011-2014	823	42	12	30	97
2010-2013	786	41	9	32	90
2009-2012	754	41	11	30	63
2008-2011	658	41	14	27	85
2007-2010	598	41	19	22	85

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
BA -HISTORY	99	1	0

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

NET- 2

SLET-0

Defence service-12

IBPS-8

29. Student progression

Student progression	Against % enrolled
UG to PG	85%
PG to M.Phil.	1%
PG to Ph.D.	2%
Ph.D. to Post-Doctoral	Nil
Employed • Campus selection • Other than campus recruitment	50%
Entrepreneurship/Self-employment	40%

30. Details of Infrastructural facilities
 - a) Library : No separate department library.
 - b) Internet facilities for Staff & Students : available in the department
 - c) Class rooms with ICTfacility : nil
 - d) Laboratories: nil
31. Number of students receiving financial assistance from college, university, Government or other agencies
76% of the students are receiving financial assistane from Government and its agencies.
32. Details on student enrichment programmes (special lectures / workshops / Seminar) with external experts
Special lectures are given to students in connection with ASAP, WWS, SSP and the national seminar and workshops organised by the department
33. Teaching methods adopted to improve student learning
Lectures, Seminars, Group discussions, Presentations using ICT
34. Participation in Institutional Social Responsibility (ISR) and Extension activities
 - The students and teachers of the department are actively participated in the regular and special camping programmes of NSS units of the college
 - Prof. C.Sathyan was the former Vice-Principal and acted as Incharge Principal during different periods
 - Dr. M.L. Prema is the present Vice Principal of the College
35. SWOC analysis of the department and Future plans

<p>Strengths</p> <ul style="list-style-type: none"> ➤ Dedicated and Young Faculty ➤ Active participation in college level extension activities ➤ Excellent Results ➤ High quality students ➤ Better performance of students in co-curricular activities ➤ Group dynamism and team spirit ➤ Better integration between department and students ➤ Well equipped library with internet facility 	<p>Weaknesses</p> <ol style="list-style-type: none"> 1.lack of adequate infrastructure facilities 2.frequent Transfer of faculties 3.Difficulty in formulating and implementing long term strategies due to frequent changes in administrative level.
<p>Opportunities</p> <ul style="list-style-type: none"> ➤ conversion of Department into a Research centre affiliated to University of Kerala ➤ Consultancy services in related areas ➤ Development of high quality output for a better nation building ➤ Transformation of Department in to a centre of excellence for the education of commerce and management 	<p>Challenges</p> <ul style="list-style-type: none"> ➤ Heavy work load for faculties is a limiting factor to develop their research capabilities ➤ Lack of regular and competent training programmes to faculties ➤ Lack of including eminent professionals in the teaching-learning process

Future Plans

5. Upgradation of department as P G Department & Research Centre.
6. Fully automation of library with INFLIBNET facility.
7. Conversion of all class rooms into smart class rooms with all ICT facilities.
8. To set up a History Museum/Archaeological Museum .

EVALUATIVE REPORT OF ENGLISH DEPARTMENT

1. Name of the department :DEPARTMENT OF ENGLISH
2. Year of Establishment : 1975
3. Names of Programmes / Courses offered
Nil
4. Names of Interdisciplinary courses and the departments/units involved
As per CBCSS, under UG programme, the department is offering English language courses to students of Polymer Chemistry, Economics, History and Commerce.
5. Annual/ semester/choice based credit system (programme wise)
UG- Choice Based Credit and Semester System
6. Participation of the department in the courses offered by other departments
The UG students of all departments are doing English language courses
7. Courses in collaboration with other universities, industries, foreign institutions, etc.
Nil
9. Details of courses/programmes discontinued (if any) with reasons

B.A degree course in Communicative English under three Main System was started with the aid of UGC during the academic year 1997-98. Later BA Communicative English course was wound up following exhaustion of funds allotted by the UGC in 2000
9. Number of Teaching posts

	Sanctioned	Filled
Professors		
Associate Professor	00	00
Asst. Professors	03	03

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D Students guided for the last 4 years
Prof. K.B.LAILA	M.A.;M.Phil	Principal	Indian English Writing	29	Nil
Smt.LEKSHMI CHANDRASEKHAR	M.A.	Assistant Professor			Nil
Smt.RENJINI R.(on FDP deputation)	M.A.; B.Ed; UGC- For both JRF &NET	Assistant Professor		06	Nil
FDP Substitute					

11. List of senior visiting faculty
NIL

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty: nil

13. Student -Teacher Ratio (programme wise)
UG – Polymer Chemistry 33:1
UG- History 42:1
UG- Economics 52:1
UG- Commerce 49:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled
NIL

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.

Qualification	No. Of teachers	% to total
Ph.D	00	0
M.Phil	01	33.33
P.G	03	100

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received
Nil

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received
Nil
18. Research Centre /facility recognized by the University
Nil
19. Publications:
Nil
20. Areas of consultancy and income generated
NIL
21. Faculty as members in a) National committees b) international Committees c) Editorial Boards.....
22. Student projects
Nil
23. Awards / Recognitions received by faculty and students
Nil
24. List of eminent academicians and scientists / visitors to the department
Nil
25. Seminars/ Conferences/Workshops organized & the source of funding
Nil
26. Student profile programme/course wise:N.A.
27. Diversity of Students N.A.
28. How many students have cleared national and state competitive examinations : N.A
29. Student progression: N.A
30. Details of Infrastructural facilities
 - a) Library : No separate department library.
 - b) Internet facilities for Staff & Students : available in the department
 - c) Class rooms with ICTfacility : nil
 - d) Laboratories: Language lab with 10 computer systems and accessories.

31. Number of students receiving financial assistance from college, university, Government or other agencies
N.A
32. Details on student enrichment programmes (special lectures / workshops / Seminar) with external experts
NIL
33. Teaching methods adopted to improve student learning
Lectures and Group discussions
34. Participation in Institutional Social Responsibility (ISR) and Extension activities
 - Deleep D.L., Assistant Professor of English is the N.S.S. Programme Officer of the N.S.S. unit of the College
 - The students and teachers of the department are actively participated in the regular and special camping programmes of NSS units of the college

35. SWOC analysis of the department and Future plans
Strength of the department is young dedicated faculty and hard working students. The weaknesses are lack of infrastructure and lack of English main UG and PG courses. The opportunity ahead of us is that the University of Kerala has already sanctioned for UG programme in English and hope that the Government may sanction our request soon.

Future Plans

1. Starting of UG programme in English
2. Activation of the existing Language lab facility

EVALUATIVE REPORT OF PHYSICAL EDUCATION DEPARTMENT

1. Name of the department :DEPARTMENT OF PHYSICAL EDUCATION
2. Year of Establishment : 1975
3. Names of Programmes / Courses offered
Nil
4. Names of Interdisciplinary courses and the departments/units involved Nil
5. Annual/ semester/choice based credit system (programme wise) NIL
6. Participation of the department in the courses offered by other departments NIL
7. Courses in collaboration with other universities, industries, foreign institutions, etc.
NIL
9. Number of Teaching posts

	Sanctioned	Filled
Professors		
Associate Professor	01	01
Asst. Professors	00	00

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D Students guided for the last 4 years
Prof. S.V. ANILKUMAR	M.P.Ed.	Associate Professor	Cricket	24	Nil

11. List of senior visiting faculty
NIL

12. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.

Qualification	No. Of teachers	% to total
Ph.D	00	0
M.Phil	00	0
P.G	01	100

13. Faculty as members in a) National committees b) international Committees c) Editorial Boards....NIL

14. Awards / Recognitions received by faculty and students

Sports Achievements of Students

- Kerala University Intercollegiate champions in Kho-kho from 2002 to 2007
- Eight players represented Kerala State and Kerala University in the Senior National Kho-Kho championship during the years from 2003 to 2005
- Won second place in University intercollegiate Soft ball and base ball championship during the academic year 2006-2007
- Two players represented Kerala state and Kerala University in Senior National Soft ball championship in 2006 and 2007.
- Kerala University Kho-kho championship during 2008-2009
- Six players represented Kerala state in senior national kho-kho tournaments
- Two players represented Kerala University in Women soft ball during 2008-2009
- Won third place in University soft ball championship during 2009-2010
- Two players represented University in mens softball during 2009-2010
- Two players represented Kerala state in Senior National Soft ball championship for men during 2009-10
- Two players represented Kerala state in Senior National soft ball championship for women during 2009-10

2010-11

- Won third place in University hand ball for men
- Semi finalist in University soft ball, cricket and hand ball in men section
- Two players each represented University in both Soft ball and base ball in men section. One player represented University in hand ball for men.

2011-12

- Runner ups in both Soft ball and base ball in the University Championships in men section
- Two players represented university in Soft ball (men)
- Two players represented University in Base ball (men)
- Two players represented Kerala state in Senior National Soft Ball (men) championships

2012-13

- Three players represented University Soft ball for men
- Two players represented University in Kho-kho for women
- Two players represented Kerala state in senior National Kho-Kho championships

2013-14

- Third place in Kerala University Kho-Kho championships for women
- Third place in University Base Ball championships for men
- Two players represented University in Kho- Kho for women
- Two players represented Kerala state in Senior national Kho-kho championships for women
- One player represented Kerala state in Senior National Soft ball for men
- One player represented Kerala state in Senior National base ball championships

15. List of eminent academicians and scientists / visitors to the department
Nil

16. Details of Infrastructural facilities

Facilities for Extra-curricular	200 meter Athletic Track	01
	Football field	1
	Volley ball court	1
	Kho-Kho Court	1
	Kabadi Court	1
	Multi-Gym with 8 stations	8 stations
	Table Tennis Table	01
	Cricket Field	1

Future Plans

1. Construction of an indoor stadium
2. Construction of a swimming pool

DEPARTMENT OF MALAYALAM

Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D Students guided for the last 4 years
D.V. ANIL KUMAR	M.A.; B.Ed.	Assistant Professor	Cinema, Criticism	08	Nil

Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received

Minor Research Project funded by UGC on the topic “**Adoor- the pioneer of malayalam cinema with reference to the art/parallel cinemas of Kerala**” with a total grant sanctioned for Rs.90000/-. Amount received till date Rs. 70000/-

Details of publications (books, articles in journals etc.):

1. “Bharatheeya Bharatheeyethara Sahithya Chinthakal” published by M.G. University, (Text book prescribed for UG students) in 2012

Participation in Institutional Social Responsibility (ISR) and Extension activities

- Co-ordinator, Scholar Support Programme (SSP)
- Convenor, Film Club
- Co-ordinator, Anti Drug Programme.

DEPARTMENT OF ARABIC

Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D Students guided for the last 4 years
NIZAR KOOLIKKOOOL	M.A.; B.Ed.	Assistant Professor		04	Nil

Participation in Institutional Social Responsibility (ISR) and Extension activities

- Programme Officer, N.S.S.
- Member, Anti Ragging Cell

DEPARTMENT OF HINDI

Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D Students guided for the last 4 years
Dr.AJITHAKUMARI B	M.A.; PhD.	Associate Professor	Kadhasahithyam	18	Nil

DEPARTMENT OF MATHEMATICS

Motto

„What is taught is not enough“

Mission

To train a generation having good knowledge in Mathematics

Vision

A generation with sound background in Mathematics is indispensable to our society

Slogan

Understand the problem, Conquer the problem

History of the Department

The department of Mathematics started as a supporting department to the department of Polymer Chemistry and started its function since 1995, when the U G programme in polymer chemistry was began with one faculty member to train the students up to fourth semester. Though the department of Mathematics is a supporting department, it is inevitable for the study of a programme in science stream. Number of steps were initiated to upgrade the department into the main stream and is still students still continuing. The department of Mathematics was a part of the Department of Polymer Chemistry till the beginning of the academic year of 2014. When the Department of Polymer Chemistry was shifted to the newly constructed Science Block, a separate room was allotted to the Department of Mathematics and Department of Physics

Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D Students guided for the last 4 years
SIBUKUMAR. D	M.sC.; B.Ed., NET	Assistant Professor	Mathematics	10	Nil

Participation in Institutional Social Responsibility (ISR) and Extension activities

- Convenor, Infrastructure development committee, IDP of RUSA.

Future Plans

- To upgrade the department into a main stream department with a UG programme in Mathematics having an intake of atleast 30 students
- Starting a P G programme in Mathematics having an intake of atleast 25 students

DEPARTMENT OF POLITICAL SCIENCE

Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D Students guided for the last 4 years
K. PRADEEP KUMAR	M.A	Assistant Professor	Cinema, Criticism	08	Nil

Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received

Details of publications (books, articles in journals etc.):

Participation in Institutional Social Responsibility (ISR) and Extension activities

DEPARTMENT OF PHYSICS

Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D Students guided for the last 4 years
DEEPTHI S. NAIR	M.Sc.	Assistant Professor	Physics	03	Nil

Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received

Details of publications (books, articles in journals etc.):

UNDERTAKING

This is to certify that **Government College Attingal** fulfills all norms

1. Stipulated by the affiliating university and/or
2. Regulatory Council/Body (such as NCTE, AICTE, MCI, DCi, BCI etc) and
3. The affiliation and recognition is valid as on date 03/07/2013.

In case the affiliation /recognition is conditional then a detailed enclosure with regard to compliance of conditions by the institution will be sent

It is noted that NAAC accreditation if granted, shall stand cancelled automatically once the institution loses its University affiliation or Recognition by the Regulatory Council as the case may be.

In case the undertaking submitted by our institution found to be false then the accreditation given by NAAC is liable to be withdrawn.

The undertaking given to NAAC is also displayed on our institutional website.

Principal

Attingal
27/06/2014

APPENDIX

* to achieve
tion toUNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG
NEW DELHI-110 002.

No.F.8-67/86(CPP-I) 9 April 1990.

To
The Registrar,
University of Kerala,
Trivandrum-695 034.

Sub: List of colleges prepared under section 5(f)
of the UGC Act, 1956-Inclusion of New Colleges.

Sir,

I am directed to refer to your letter No.Pl.C2. 1265/77 dated 11/1/90 & 5-3-90 on the above subject and to say that the name of the following college has been included in the above list under Government colleges teaching upto Bachelor's Degree.

<u>Name of the College.</u>	<u>Year of Estt.</u>	<u>Remarks</u>
Govt. College, Attingal Permanent affiliation Principal Prof.K.Chandra Prabha.	1978	The College is eligible to receive central assistance in terms of the rules frames under section 12 (B) of the UGC Act, 1956.

Yours faithfully,

Sd/-
(KISHAN CHAND)
UNDER SECRETARY

Copy forwarded to:-

1. The Principal, Govt. College, Attingal.
2. The Secretary, Govt. of India, M/HRD (Deptt. of edn.)
3. All Officers/Sections T-14 Section New Delhi.
in the UGC Office.
4. Accounts (G) Section.
5. Guard File.

Sd/-
(SUSHIL MIRA)
SECTION OFFICER

(True Copy)