Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**GOVERNMENT COLLEGE**
Name of the head of the Institution	**MANIKANTAN NAIR V**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**0470-2622398**
Mobile no.	**9496195959**
Registered Email	**govtcollegeattingal@gmail.com**
Alternate Email	**gcaatlnaac@gmail.com**
Address	**Government College Attingal**
City/Town	**ATTINGAL THIRUVANANTHAPURAM**
State/UT	**Kerala**
Pincode	**695101**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Semi-urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Dr. sunilraj N.V**
Phone no/Alternate Phone no.	**04702622398**
Mobile no.	**9048771382**
Registered Email	**iqacgcaattingal@gmail.com**
Alternate Email	**sunilraj@gca.ac.in**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://gcatl.ac.in/wp-content/uploads/sites/23/2020/09/AQAR_2018-19.pdf
4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://gcatl.ac.in/?page_id=1821

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	**B**	**2.47**	**2015**	**01-May-2015**	**30-Apr-2020**

6. Date of Establishment of IQAC	**07-Jun-2010**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
E- Content Development	**10-Jan-2020** **1**	**40**
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	2020 0	0
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	4
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

1. Induction programme for freshers, 2. College level academic plan 3. Conducts model internal examination and remedial coaching 4. Convenes regular class PTA meetings to review the progress of teaching and learning 5. Learning outcomes are analyses through result analysis.

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

Plan of Action	Achivements/Outcomes
1. Paddy Field	Started paddy Cultivation with the cooperation of all stake holders
Apply for courses	Applied for new coursers and awaiting sanction from Government
Workshops and seminars	Conducted webinars
Study tours	Conducted study tours as per the curriculum

Jeevani	Statreed Counselling services under the aggies of a full time counseller
smart class rooms	established more smart class rooms
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14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
Staff Council	01-Jun-2022

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes
Date of Visit	19-Mar-2021
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2021
Date of Submission	10-Feb-2021
17. Does the Institution have Management Information System ?	No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Curriculum is developed by the University; teachers as members in various academic bodies of University have significant role in curriculum design and its implementation. Curriculum is imparted to the students as per the academic calendar prepared by the university. Class rooms are ICT enabled; fully furnished seminar hall facilitates vibrant academic discourses; students are encouraged to use online services such as e-journals, e-mail, on-line applications etc. Additional hours are being engaged by the teachers in Saturdays for the timely completion and revision of the syllabus. The institution has developed a structured and effective implementation of the curriculum. Following are the various means through which it executives the curriculum. College council Meeting: The council of the college meets at least once in once in 15 days. Head of the Department discuss their action plans to arrive an optimal and effective way of curriculum delivery and assessment. Program objectives: Program Educational Objectives (PEO) and Program Outcomes (PO) are developed for each program and Course Objectives (CO) and course outcomes are defined for each course (theory and lab). Academic Calendar: Academic Calendar is prepared as per the University of Kerala's academic

schedule and as per the requirements at the department level. The academic calendar provides date of commencement of the academic session, duration of semester, period of internal assessment tests, final semester examinations etc. The department allocates subjects to teachers and prepare time table. The teachers prepare the teaching materials and deliver the content. Teachers Diary. Teacher's diary is prepared by teachers to note down the classes taken the portions covered, date of classes taken, additional hours engaged tutorial hours etc. It gives an insight how the classes were handled throughout the semester. Presentations: All the students are encouraged to present the seminars on respective topics after the proper introduction by the teachers. After the presentation the teachers brush up the topics to add the individual insights for enhancing to keep up the theoretical as well as the practical knowledge of the topics covered. Assignments: Assignments are given to the students with respect to their syllabus after proper introduction and explanation. Student after deliberate end extensive reference prepares the contents and submit the same to the teacher. The teacher verifies and values the assignment and proper credit is given to the students. Internal evaluations: College Internal exam Coordinator along with a Exam team coordinates the internal examination of the college in a centralised manner. Question papers are given to the internal exam coordinators of the department on the day of test. Internal exam coordinator ensures smooth conduct of test and the proper valuation of internal books. Various committees are established to monitor syllabus coverage for each internal exam and hence make sure 100% syllabus is covered.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Nil	Nil	Nil	Nil	Nil	Nil

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

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

	Certificate	Diploma Course
Number of Students	0	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
0	Nill	Nill
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Nill	Nill

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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	No
Parents	No

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

Feedback Obtained

The feedbacks collected from all stakeholders are analysed separately using spreadsheet programme. The response obtained is evaluated and inferences are drawn. The results of feedback are informed in stakeholders meetings and suggestions are sought for corrective actions. Mechanisms for its implementation are initiated. Based on the feedback a Master Plan for the coming years is prepared with focus on the Infrastructure and Academic developments. The institution collects the feedback on curriculum aspects and courses from different stakeholders such as the students, alumni, Faculty and Parents.. Periodical analysis is made by Academic Council from the following: student performance, faculty performance in every semester, utilization of infrastructure and requirements for quality enrichment.. The college maintains an IQAC as a quality consistence and quality enhancement measure. In supervision of IQAC, various departments and committees like Career Guidance, AntiRagging and Sexual Harassment Committee, etc reinforce the curriculum by incorporating updated information and diurnal social issues. Institute collects the feedback physically from stockholders viz. Students, Parents and Teachers on Curriculum which is prescribed by the university. The college conducts annual Alumni Meet, in which suggestions and feedback is received from Alumni students. The provided feedback data is presented to the Academic Council Meeting for necessary implementation in curriculum. The data is analyzed and their suggestions are considered and placed before the College Council for discussion and for possible incorporation in the curriculum. Syllabus Review is given by the concerned subject faculty at the end of semester with regard to implementation of syllabus, mode of presentation, lecture material, suggested books, and updated information. Curriculum Overview is an expositive survey done by every outgoing batch with regard to syllabus designing, faculty sufficiency, campus placements, and infrastructure. After collecting and assessing the feedback from the various stack holders on curriculum aspects, the valuable suggestions if any, will make notice to the university curriculum committee to make possible changes in the course structure for the next curriculum regulation.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	History	40	4320	40
BCom	computer Application	46	3810	46
BSc	Polymer Chemistry	36	1530	36
BSc	Maths	32	512	32
MA	Economics	20	410	20
MA	English	15	600	15
MCom	Finance	16	1065	16
MSc	Polymer Chemistry	14	630	14
BA	Economics	51	3910	51
[View File](#)				

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	630	130	10	0	28

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
45	45	15	8	8	2
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The institutional practice of Mentoring System has been designed and implemented with the motto of to be student centric and to render equitable service to students of varied academic financial backgrounds. The students of each class are assigned to two tutors under the existing tutorial system. The tutors are entrusted to mentor those students under their tutorship. Special mentoring programmes were also done during the tutorial hours with the main aim of the overall development of the mentees. The mentoring sessions help the student in better preparing for the interviews and to instill confidence in them. The Walk with a Scholar programme of the government of Kerala also goes in tandem with the students mentoring programme of the college. Under the WWS programme six students are under the guidance of a teacher who inspires him to achieve a good career and to become good citizens. The Mentoring system of the college is as follows • Mentors are assigned to monitor and guide students all throughout the duration of their Programme. • Mentors collects the bio data of the mentees as when they are enrolled too the college. The bio data sheets contains a summary of his backgrounds, his or her achievements, ambition at the beginning of the College, ambition at the end of the college. It also records the progression of students throughout the Programme and also the progression after the completion of

the Program • Mentors coordinate with the parents regarding the progress of the students. • Mentors communicate with fellow faculty and promote mentees at the time of difficulty / opportunity to help them develop further in their areas of interest. • Mentors conduct tutorial hours every week after normal class hours and help the students in their needs. • The mentors lay the foundation for the students to reach greater heights in their professional lives thereby contributing to lasting personal and professional relationship. Benefits of the System • Enhances the students' confidence and challenges them by setting higher goals, taking risks and ultimately guiding them to achieve higher levels. • Individual recognition and encouragement. • Psychosocial support at the time of need. • Routine advice on balancing of academic and professional responsibilities. • Mentors act as role models and facilitate leadership by developing the interpersonal skills and helping students thrive in competitive environments. • Students get access to a support system (Mentors) during the crucial stages of their academic, professional and intellectual development. • Students get an insider's perspective on navigating your career in the right channel. • Students get an exposure to diverse academic and professional perspectives, and experiences in various fields

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
760	38	1:20

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
38	38	0	1	15

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	140	6	24/04/2020	25/05/2020
BA	150	6	24/04/2020	25/05/2020
BCom	159	6	24/04/2020	25/05/2020
BSc	239	6	24/04/2020	26/05/2020
MA	550	4	18/09/2020	29/10/2020
MCom	590	4	18/09/2020	31/10/2020
MSc	639	4	18/09/2020	29/10/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Continuous internal evaluation of students is done as per the manner prescribed by the university. Continuous evaluation is done by giving due weightage to the

semester attendance, assignments submitted, seminar presentation and the internal examination conducted by the college. The attendance of students is published on a monthly basis and it is monitored by the centralised monitoring committee for continuous evaluation. Likewise, the topics for assignments and seminars are given well in advance and necessary help is given by the respective teachers for its preparation and presentation. The responsibility of conducting internal examinations is entrusted with the internal examination committee headed by a teacher. They collect the questions from the respective teachers and conduct the examination in a centralised manner before 15 days from the commencement of the end semester examination. The valuation is completed within one week and the scores are informed to the students with the respective answer sheets. Then the continuous assessment marks is published with due weightage to attendance, assignments, seminars and internal examination. The aggrieved students, if any, can submit their grievances before the monitoring committee and the monitoring committee will do the needful according to the merit of the grievances. The college is dedicated to provide students with timebound, transparent and efficient solutions for their examination related grievances. Then the continuous assessment marks are uploaded to the university website by the respective tutors in the primary level. It is the verified by Head of the respective department and approved by the Principal at middle and final level respectively. A Hard copy of the final mark list is taken from the website and the signatures of the students are obtained and then it is forwarded to the university.

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

Academic calendar is prepared by university and the commencement of semester, internal evaluation, semester end examination is done as per the schedule given in the academic calendar. A copy of the academic Calendar is published in the notice board of each department for the information of the students and other stake holders. The college strictly adheres to the schedule prepared by the university for the conduct of continuous assessments, external examinations. The Arts festival, Sports Day, NSS Camps and Observance of other important Days is also done in the college as per the Schedule given by the university.

2.6 – Student Performance and Learning Outcomes

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

http://gcatl.ac.in/?page_id=1436

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
140	BA	HISTORY	40	21	50.5
150	BA	ECONOMICS	43	30	69.7
159	BCom	COMPUTER APPLICATION	48	38	79.1
239	BSc	POLYMER CHEMISTRY	35	18	50.5
590	MCom	FINANCE	16	15	93.7
639	MSc	POLYEMR	11	10	90.9

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2.7 – Student Satisfaction Survey

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

http://gcatl.ac.in/?page_id=1015

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Any Other (Specify)	Nill	nil	0	0

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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Five Day Workshop on Financial Econometrics	Research and Post Graduate Department of Commerce	15/10/2019
National Workshop on Econometrics	Research and Post Graduate Department of Economics	22/10/2019
National Coference of Bouquet of Modern Chemistry	Post Graduate Department of Polymer Chemistry	23/10/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
nil	Nill	Nill	Nill	Nill

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

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

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
Department oc Commerce	2

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Department of Commerce	4	Nill
International	Department of Polymer Chemistry	3	Nill
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Department of Commerce	9
Department of Economics	5
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
nil	Nill	Nill	Nill	Nill	Nill	Nill
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
nil	Nill	Nill	Nill	Nill	Nill	Nill
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nill	9	12	23
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
nil	Nill	Nill	Nill

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
nil	Nill	Nill	Nill

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
nil	Nill	Nill	Nill	Nill

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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
nil	Nill	Nill	Nill

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
nil	Nill	Nill	Nill	Nill	Nill

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
CCEK, Govt of Kerala	19/12/2017	Advanced Skill Training Programmes	23

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
1100000	1100000

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Class rooms	**Existing**
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
LIBSOFT	**Fully**	**4.1**	**2005**
KOHA	**Partially**	**19.05**	**2019**

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	**30314**	**704595683**	**1102**	**283164**	**31416**	**704878847**
Reference Books	**794**	**438700**	**0**	**0**	**794**	**438700**
e-Books	**31**	**42200**	**56**	**28000**	**87**	**70200**
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 4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
0	**Nill**	**Nill**	**Nill**
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	**73**	**4**	**10**	**1**	**1**	**2**	**11**	**20**	**0**
Added	**35**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
Total	**108**	**4**	**10**	**1**	**1**	**2**	**11**	**20**	**0**

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

20 MBPS/ GBPS

4.3.3 – Facility for e-content

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

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
828637	850000	983159	1000000

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

Physical facilities: The college ensures optimal allocation and utilization of the available financial recourses for maintenance and upkeep of different facilities by holding regular meetings of various committees constituted for this purpose and using the grants received the college as per the requirements in the interest of students. The physical facilities including Laboratories, Classrooms and Computers etc. are also made available for the other governmental and the nongovernmental organizations for conducting the exams like scholarships, conduct of general elections etc. if not in use for the said period. The calibration, repairing and maintenance of sophisticated lab equipments are done by the technicians of related owner enterprises. The maintenance and the cleaning of the classrooms and the laboratories are done with the efforts of the nonteaching staff and in major cases the college goes for the support from Public Works Department of Government of Kerala. The college has adequate number of the computers with internet connections and the utility software's distributed in different locales like office, laboratories, library, departments etc. All the stakeholders have equal opportunity to use those facilities as per the rules and the policies of the institution. The central computer laboratory(OERC) connected in LAN is open for the students as time permits them, the office computers which are also connected through the LAN is consisting of the office software making work easier and systematic are restricted to their use only and to the appointed office staff. The departments and the staff can make use of the computer system with internet at their seating places in addition that majority of the staff has their own laptops and the internet providing instruments. All the examination class rooms are equipped with CCTV cameras. The college website is updated and maintained regularly. The college also has the facility of Ladies Hostel which can accommodate 40 students. The college has a building committee for maintenance and upkeep of infrastructure. At the departmental level, HoDs submit their requirements to the Principal regarding classroom furniture and other. The college development fund is utilized for maintenance and minor repair of furniture and other electrical equipments. Students are sensitized regarding cleanliness and motivated for energy conservation by careful use of electricity in classrooms. There is systematic disposal of waste of all types such as biodegradable chemical/chemical and ewaste. Academic and Support Facilities: The academic and support facilities like library, sports, NSS, NCC, Competitive examination cell etc. and the other platforms supporting overall development of the students is open to the all the students.. A provision of the budget for the library maintenance is made by the college management. The library is also provided with computers and they are loaded with the library software. The activities like fumigation and keeping library clean is done frequently by library staff. The requirement and list of books is taken from the concerned departments and the finalized list of required books is duly approved and signed by the Principal. Every year in the beginning of session, students are motivated to register themselves in library to use INFLIBNET. The proper account of visitors (students and staff) on daily basis is maintained. The

sports department of the college is meritorious and some credit defiantly goes to the adequate infrastructure of this department consisting of the Indoor Hall, a well equipped gymnasium and good Ground which can be used by student, staff and the local community. The college has special programmes like Walk with a Scholar Programme, Scholar support Programme etc. to support the students. The college has tutorial system to address all the needs of the students. The PTA of the college functions in an organized manner and involves in all the activities of the college and gives necessary suggestions for further improvement both in academics and non academics. The College also has a policy to have an elected college union each year in which the representatives of the students are elected and it works under the super vision of staff advisor. The college union conducts different cultural activities on behalf of the college and promotes the talents of the students.

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	MERIT SHCOLORSHIP	11	110000
Financial Support from Other Sources			
a) National	SCHOLORSHIP	49	487250
b)International	Nill	Nill	Nill
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
WALK WITH A SCHOLOR	21/10/2019	90	HIGHER EDUCATION. GOVT. OF KERALA
STUDENT SUPPORT PROGRAMME	29/10/2019	90	HIGHER EDUCATION. GOVT. OF KERALA
ASAP	09/09/2019	90	HIGHER EDUCATION . GOVT. OF KERALA
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2019	Career Guidance Placement	90	90	5	5
2019	NET	42	42	4	Nill

COACHING

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Nil	0	0	Nil	0	0

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2020	2	BCOM	COMMERCE	UNIVERSITY OF KERALA	MBA
2020	5	B.COM	COMMERCE	GOVERNMENT COLLEGE ATTINGAL	MCOM
2020	5	BCOM	COMMERCE	UNIVERSITY OF KERALA	MCOM
2020	8	BA	ECONOMICS	GOVERNMENT COLLEGE ATTINGAL	MA
2020	6	BA	ECONOMICS	S N COLLEGE VARKALA	MA
2020	7	BA	HISTORY	UNIVERSITY OF KERALAMA	MA
2020	6	BSC	POLYMER CHEMISTRY	UNIVERSITY OF KERALA	MSC
2020	1	BSC	CHEMISTRY	Central institute of Plasitc Engeenering and Technology	MSC
2020	6	BSC	POLYMER CHEMISTRY	GOVERNMENT COLLEGE ATTINGAL	MSC

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

Items	Number of students selected/ qualifying
NET	4

View File

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

Activity	Level	Number of Participants
Nil	Nil	Nill

No file uploaded.

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2020	Nil	Nill	Nill	Nill	Nill	Nill

No file uploaded.

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

Student Council representation of students on academic administrative bodies/committees of the institution College creates a platform for the active participation of the students in the various academic administrative bodies including other activities. This empowers the students in gaining leadership qualities, rules, regulations and execution skills. The council of students is known as college union which is elected by students through parliamentary system of election. The college union is under the guidance of a teacher known as the staff advisor. The various members in the college union with the support of the teachers, non teaching staff, students, alumni and PTA conducts various cultural events which showcases the talents of students. The union also conducts various social activities such as blood donation, community projects, helping people in time of need etc. The composition of the college union is as follows 1. Chairman 2. Vice chairman 3. General Secretary 4. Arts club secretary 5. Magazine editor 6. University union councillorS (2 members) 7. Association secretary from each discipline 8. Class representatives (year wise) 9. Lady Representatives (2 members) The college union elected for a year starts its function with the inauguration of the college union. Various cultural activities are performed in this event. The college union conducts arts festival for showcasing the talents of students and the winners of various events in college level performs in the university level with the active support of the college union. Likewise, Sports meet is also conducted in the college level for the nurturing the sports personalities. Film festival is also organised each year in which films of social importance and commercial nature are exhibited. Besides these the members of the college union actively participates in the academic programmes of college such as seminars, workshops, etc. The magazine editor of the college union with the help of staff editor and magazine committee publishes a magazine for every academic year which effectively visualizes and narrates the various programmes conducted by the college union and the college. The activities of the college union for an academic year officially come to the end with the conduct of the college day which is mainly meant to give merit award and to give adieu to the outgoing students. Even though the activities of the college union comes to an end at

the end of the academic year, the members of the college union involves actively in student related matters and other developmental activities of the college till the next elected union comes into force.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

230

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

11

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

1. Decentralisation : Implimentation of RUSA and KIIFB projects : For implimenting the infrastructural projects funded by RUSA and KIIFB, a infrastrucural master plan is prepared in consultation with all stakeholders of the College. Thus a master plan is being prepared for a multi storied building with adequate facilities to accomodate the future development of the college for the next 10 years. In consultation with PWD, after topographical mapping, a design for the building is prepared and approved by the Building Committee,Staff Council and PTA. From the first instalment of RUSA funds, Rs. 70 lakhs is deposited with PWD and the intitial phase of construction starts on July,2018. In addition to the above, Rs. 65 lakhs is granted by Govt. of Kerala for the second phase of construction.Likely, using KIIFB funds, a hitech library complex is proposed by the planning board of the college and is being approved by staff council, Building Committee and PTA. Thus for all major infrastrucural plans consensus from all stakeholders are sought with a focus on institutional vision. 2. Participative Managment: Staff Council is the major decision making body of the Institution. The Council consists of Principal as the Chairman, Heads of the Department, Librarian, Senior Superintent and Elected nominee of teachers as members. All the major decisions require special resoultion in the Staff council. In addition to Staff Council, various committees are functioning as instrumental in implementing all decisions done at the staff council. PTA have a major role in the overall development of the college. Representation of parents as executive members of PTA ensures their consensus in implimenting major policies and decisions affecting the academic environment.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details

Curriculum Development	Curriculum Development: Curriculum design and development is done by the University of Kerala. Teachers of our college as members of Board of Studies actively participate in the various stages of curriculum planning, design and development. In the revision of syllabus done once in every three years majority of our teachers are actively participated and contributes towards the Curriculum development as per the changing needs in the discipline
Teaching and Learning	Teaching and Learning: Student centered teaching and learning process is implemented in the institution. Teaching is planned based on strict teaching plans and proper monitoring is done at various levels to ensure its proper implementation. Students are also continuously monitored and ensure their progress at different academic levels. Remedial coaching is also done for academically weaker students. Most of the teachers follow ICT enabled teaching in their classes. Teachers Diary is also maintained by the teachers for keeping the daily record of the teaching learning activity. Feedback from the students and other stake holders is collected and its analysis is done.
Examination and Evaluation	Examination and Evaluation: End semester examinations were conducted by the University of Kerala. University maintains strict academic calendar for the same and examinations are conducted as per the pre fixed dates. Continuous evaluation is done course wise and each teacher in charge of a course has to evaluate the students based on definite criteria like attendance, assignments, seminars and test papers. Chances for improvement in the internal examinations are also included in the programme. To monitor the fairness of evaluation a college level monitoring committee for CBCSS was also functioning at the college level. There are higher order committees at the College level and also at the University level for settling complaints and grievances of students.
Research and Development	Research and Development: Students undergoing the UG programme will have to complete and submit a mini project as part of their curriculum. To ensure smooth conduct of such projects, the

	various departments maintain external linkages with institutions in the nearby areas of the Colleges. Experts from such institutions are invited in various seminars conducted in the college and through which students have given the chance to maintain a good rapport with them. In PG degree programme also students will have to complete and submit projects based on a selected problem. Strict adherence to research methodology is being followed and students of PG classes were given workshops focused on Research Methodology. Majority of the teachers are active in research and most of them have PhD as their higher academic qualification. The department of Commerce and Department of Economics are the approved research centers of University of Kerala. 16 students are undergoing their research in various subjects in Commerce and Economics in the departments. Continuous workshops are organized at the department level to promote research capabilities of teachers as well as students.
Library, ICT and Physical Infrastructure / Instrumentation	Library, ICT and Physical Infrastructure / Instrumentation Library as a learning centre is efficiently functioning in the college with a collection of more than 30000 books in different disciplines. The accession of books from the library is automated through LIBSOFT software. KOHA is also installed for proper search of required materials from library. Separate sections are also constituted for reference, general reading, ejournals, INFLIBNET etc. As the existing library is having limitations with regarded to space, a new Digital Library block is designed and get approved from the Government Using KIFBI funds and the construction is going to start by the next academic year (201819). We hope that by 2020, the college will have great proud to have a high tech library building that serves the total academic needs of the student and teacher community. The college has a well developed infrastructure with different blocks span over the area of 13 acres. Spacious class rooms with modern equipments are provided in each department. To ensure proper function of laboratories, the college plans to

	install solar planning in major blocks using second installment of RUSA funds.
Human Resource Management	Human Resource Management: Well planned and decentralized human resource management practices are strictly followed to ensure the optimum use of human resources available within the organisation. Students have given prime importance as the beneficiaries of the institution in evaluating the quality of human resources. Their feedback forms the basis of human resource planning. In the second level department meetings are organized on continuous basis to monitor the progress of teaching learning and other academic activities. Absence of teachers is adjusted in advance and ensures compensation classes if required. Thus proper mechanism to get the maximum contribution from each and every teacher is ensured. The Office handles the administrative works of the college and works on the principle of division where each clerk and supporting staff is given specific jobs and ensures its completion through internal checks at higher levels.
Industry Interaction / Collaboration	Industry Interaction / Collaboration : The Polymer Chemistry department of this college has linkage with Hindustan Life Care Ltd. Students are undergoing internship project at Hindustan Life Care Ltd and required to submit the internship report to University of Kerala. Likely the Economics and Commerce Departments have linkages with nearby industries like MILCO Diary and students are undergoing their internship project with their prior permissions. Entrepreneurship Development Club is also functioning in the College with direct linkage with Taluk Industries Centre, which organizes workshops and seminars to club members enabling them start their own enterprises. The certificate courses offered by the community college scheme of UGC introduced during XII plan period have linkages with M/S/ Perfect Honda and M/S Uday Samudra
Admission of Students	Admission of Students: Admission of students is centrally managed by the University of Kerala strictly by following the reservations norms for admission. The Central Allotment Process of the University maintains

transparency in all levels to ensure true and fair conduct of admissions in affiliated colleges. The university digitally forwards the list of eligible students to be admitted in the college after publishing the allotment list. The admission committee formed at the college level inspects and verifies the certificates and other documents submitted by the prospective students and the principal sanctions the admission of every student. After the admissions are over the centralised list is forwarded to the university digitally.

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

E-governace area	Details
Planning and Development	Planning and Development : The Planning and development committee of the college which comprises of the teachers and nonteaching staff prepares plans at various levels and a consolidated master plan is prepared and submits before the college Council for its evaluation and Sanction. Then, the proposal is submitted to the Director of Collegiate education yearly through DDFS (Digital Document File System). Infrastructure and Academic master plans were also prepared and submitted to Government of Kerala through the proper channel for availing plan fund allocations. These plans were also submitted through DDFS portal. The government authorities sanction the proposal given by the college after proper evaluation and assessment.
Administration	Administration: A well maintained management information system is in place for the administration. The office of the college looks after majority of the administrative works of the college and the principal is the administrative head followed by the senior superintendent of the college, for selecting vendors during a particular plan period, etender facility is used. Also geo tagging is done to completed projects done using RUSA funds. Thus all projects completed in the institution are visible to all stakeholders. The website displays all the maters related with the working of the college. Most of the Accounts and documentation process is maintained digitally.

Finance and Accounts	Finance and Accounts: A budget is prepared by encompassing the needs of all departments and also on the basis of the planning and development proposal prepared by the planning and development committee. The proposed budget is submitted before the Government of Kerala through the Director of collegiate education. The government after its careful examination and assessment sanction the budget with necessary changes. The grant sanctioned by the college is discussed in college Council and allocates the funds according to the requirements. Public Financial Management System (PFMS) is the portal through which all UGC and RUSA funds were routed. Using this system payment to vendors are made by using Payment slips generated using this portal. All inflow and outflow of funds is entered through PFMS.
Student Admission and Support	Student Admission and Support: Student admission to all affiliated colleges under the University of Kerala is done through Computerised Central Allotment Process which ensures 100 per cent transparency in admission process. Various grants to eligible students were also initiated through the eGrants portal of Government of Kerala. Students who are eligible for such grants are automatically entered in to the portal at the time of admission itself. The Student Council acts as liaison between the students and the staff. Academic support is given to students through the programmes like WWS, ASAP, SSP etc.
Examination	Examination: Registration to semester end Examination, Allotment of admission tickets, and publication of result were done in the university examination portal. Students, Teachers and college office have access to the examination portal using their authorisation ids and security passwords. Facility for result analysis within the colleges and among colleges can also be done using the features of the portal. The internal examination is also done as per the academic calendar of the college and the marks of the internal evaluation are also uploaded in the examination portal of the university.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2020	Nill	Nill	Nill	0

No file uploaded.

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2020	WORKSHOP ON MOODLE	Nill	10/01/2020	10/01/2020	35	Nill

[View File]

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Nil	Nill	Nill	Nill	Nill

No file uploaded.

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
38	38	21	21

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Cooperative Society, Rest RoomRetiring Rooms, Water Points, Canteens, Health Club,	Cooperative Society, Rest RoomRetiring Rooms, Water Points, Canteens, Health Club,	Cooperative Society, Rest RoomRetiring Rooms, Water Points, Canteens, Health Club,

6.4 – Financial Management and Resource Mobilization

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

nternal check system is adopted in the institution in financial management and resource mobilisation through cross checking of such files at different stages. The transactions created at the lower levels are verified at the middle level and at last at higher level. The Head Accountant is entrusted with the monitoring of financial matters in general. In plan fund mobilisation and its utilisation, the section clerk is responsible for maintaining proper upkeep of

accounts and other related documents. The orders and proceeding generated at the clerk level will be verified by head accountant and Senior superintendent and at last approved by the principal. External financial auditing is regularly done by the audit section of Director of Collegiate Education on all plan fund matters and A.G audit is also periodically done on nonplan funds. Audit is being done for a span of 47 days. At the time of auditing, proper verification of each and every financial record is done and objections are noted and directed for corrections. Such audit objections, if any, will be reported to the responsibility centre and directed them to make necessary corrections.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
PTA	785000	COLLEGE DEVELOPMENT

View File

6.4.3 – Total corpus fund generated

785000

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	RUSA	Yes	1QAC
Administrative	Yes	DC,AG	No	Nill

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

1. Supports the students who are participating arts and sports activities outside the college. 2. Supports the college for the maintenance of college infrastructure. 3. 1. Meritorious students are given cash awards regularly. 4. Active involvement in academic activities like introduction of new courses etc

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

Training on PFMS 2. Training on DDFS 3. Training for CAMS 4. Training for Egrants

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

Two new Programmes MA English and B.Sc mathematics were introduced. 2. The procurement of licensed software and customized ERP solutions has further enhanced the teachinglearning atmosphere. 3. IQAC has promoted the use of ICT in teaching and learning process. 4. Applied for new programmes and initiate active steps at various levels for the sanction of programmes at Government level. 5. Provided support for the construction of the digital library block in the campus. 6. Promoted research by encouraging all faculties to register for PhD. 7. Public Address System has been introduced in the college. 8. Computer systems, printers and photocopier were purchased for the lab and for the library. 9.. Mentoring services have been periodically provided to the students. 10. A series of awareness programmes and guest lectures on environment for the students in the campus were arranged

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes

b)Participation in NIRF	Yes
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2020	WORKSHOP ON MOODLE	10/01/2020	10/01/2020	10/01/2021	35

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Nil	Nill	Nill	Nill	Nill

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

Percentage of power requirement of the University met by the renewable energy sources
100

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	2
Rest Rooms	Yes	2
Scribes for examination	Yes	2
Physical facilities	Yes	2

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	21/10/2019	180	open library	reading	120
2019	1	1	28/10/2019	180	Farming	Farming	200

No file uploaded.

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

Title	Date of publication	Follow up(max 100 words)
Nil	Nill	Nil

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Nil	Nil	Nil	Nil

No file uploaded.

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

1.Waste Management : The campus is totally plastic free and proper mechanism for handling both bio waste and other solid wastes. Separate bins are placed in all points for bio waste and solid waste. 4 incinerators are installed in ladies retiring rooms. 2. Bio Diversity park : The Bio diversity of the campus is maintained through nurturing various species of plants across the 13 acres of the campus. Fruits and vegetables are planted in shallow areas and plants are maintained in the frontage. A passion fruit pavilion is also set up in front of science block. 3. Bio gas Plant : A bio gas plant is functioning efficiently near the canteen were all bio wastes are used for generating biogas that is used for cooking in the campus canteen. 4. Awareness Campaings: The science club under the aegis of Department of Polymer Chemistry is regularly organising awareness camps to reduce the plastic usage among students. 5. Natural Architecture and natural landscaping: Throughout the campus the natural architecture is done without affecting the ecosystem there. 6. Bamboo fencing in various spots of the college 7. Green Terracing carpeting with passion fruits, creepers and floral plants 8. Campus beautification through rose garden, making of orchards.9. Paddy cultivation and farming.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

BEST PRACTICES 1 The Title of the Practice- Centre for Continuing Education Kerala (Sub Centre at Government College, Attingal) 2. Goal Centre for Continuing Education Kerala imparts need based training to the unemployed youth, provides special training for small scale industries, publishes study material for regular and distance education programme, and conducts vocational training. The project intends to identify the employment potential areas and to conduct competency-based skill development programmes. 3. The Context. The Centre for Continuing Education in association with National Skill Development Centre (NSDC) as training partner invites application for sub centres for offering their programmes vide advertisement in newspapers on 2017. The planning committee and staff council of the college decided to apply for a sub centre at Government College, Attingal after analysing and understanding the importance of such courses among educated unemployed youth to enrich their employability. The sub centre is granted by the Centre and an MoU is signed between CCEK and Government College, Attingal in this regard specifying the terms and conditions regarding the conduct of the course and revenue sharing plan. 4.The Practice The Continuing Education Cell has been started its operations in the college from 2018 June onwards. The cell invited applications for various courses like Professional Diploma in Shipping and Logistics, Professional Diploma in Fire and Safety, Professional Diploma in Enterprise Networking, Professional Diploma in Civil Construction and Professional Diploma in Fashion Technology. However, the course of Professional Diploma in Shipping and Logistics was selected in our centre as majority of applicants (22 students) preferred it. The classes were started on 15 September 2018. In addition to this five students who prefer Diploma in Fire and Safety and Professional Diploma in Enterprise Networking enrolled in Off campus mode. 5. Evidence of Success. The courses will be completed by October, 2019 and the course examinations will be held on November, 2019. During the course all students will have to undergo internship in related industries where there is

opportunities for their learned skills. We hope that through proper industry academic linkage, all can get employed in various organisations. 6. Problems Encountered and Resources Required. The college infrastructure is very much conducive to the programme as majority of the classes were scheduled on the end of week days ie. Saturdays and Sundays. The programme is properly coordinated and functioning effectively so far. Notes The unit is functioning as an active participant in the developmental activities of the college. As per the MoU signed, 30 per cent of the course fee collected from students can be utilised for the development activities of the Institution. A committee is also constituted to monitor the functioning of CCEK sub centre, Government College Attingal. 7. Constitution of Committee Dr. THARA G.S., PRINCIPAL : CHAIRMAN MANIKANTAN G. : COORDINATOR Steering Committee of 10 members. BEST PRACTICES 2 1. Title of the Practice Maintenance of Bio diversity through Clubs 2. Goal Bio diversity is essential for eco systems to function well and are critical for human health. Knowledge about the origin of bio diversity is increasing rapidly that provides opportunities of basic and applied research among students. 3. The Context The Climatic change, unfair human activities and landscape changes influence biodiversity in multiple ways. Now maintaining biodiversity is essential for physical and mental well being of human. To create awareness among students regarding biodiversity, the College have clubs like Bio Diversity Club, Nature Club and Bhoomithra Club. All students and teachers are members of any of these clubs. Considering the fact that our fundamental understanding of bio diversity still remains insufficient, the College Staff Council decided to strengthen these clubs through practising the concept of bio diversity within the campus. 4. The Practice Government College is located at the heart of Attingal Municpal town with a land area of 14.77 acres. The built up area is 9300 sq.m. The soil here is highly fertile and trees and plants are naturally grown in the campus. The trees and plants are protected through proper fencing and the natural habitat has remained undisturbed. Through participation of members in various clubs these trees and plants are nurtured and ensure the presence of natural habitat. A pavilion with passion fruit plant is also maintained in the frontage of the campus to ensure green atmosphere. 5. Evidence of Success An eco friendly atmosphere with clean environment is felt throughout the campus that in turn supplements the teaching learning atmosphere within the college. 6. Problems Encountered and Resources Required No problems were encountered so far. 7. Constitution Principal : Chairman, Pradeep Kumar K : Convenor, Biodiversity Club Dr. Selvamony, Bhoomithra Club LEKSHMY p. : Convenor, Nature Club All teachers and students are members of one or the other clubs mentioned above.

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

http://gcatl.ac.in/?page_id=1078

7.3 – Institutional Distinctiveness

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

Cultivating the Field and Mind: The search for New Pastures. Government College, Attingal, an institution, which stands apart from other offices in the municipal area of Attingal, with its distinctive features of a cultivating land, a pond for water re-cycling mechanism, sacred groves and bamboo groves which adds to the biodiversity and ecological balance of the area. Though the college is located in a crowded municipal area, the serene atmosphere inside provides a warm and healthy air for the people. The thrust given by the college to agriculture and to turn a barren 2 acres of land to a fertile, productive area is a matter to be proud of. The college was established in the year,1975. It has 13.966 acres of land which includes 2 acres of paddy field and a kavu, a

sacred grove. The college has a strength of 727 students. Most of the students are coming from a family background of low income whose only source of income is agriculture. Keeping this in mind, the College promotes agriculture as a mechanism of sustainable living and evolves an agricultural culture too. The club activities in the college, mostly give to agricultural related activities. Students are made aware of the acclaimed programme in Aakashavani namely Vayalum Veedum, and also encouraged them to generate and create such programmes to spread the importance of agriculture. The barren non arable bushy area of land was utilised for the cultivation of paddy and growing vegetables with a view to impart the importance of agriculture among students. The initiatives are taken with the assistance of NSS Units, PTA, College Alumni, Department of Agriculture and Municipality of Attingal. Kerala Government has taken up many such projects in schools and colleges with such an intention. The project of paddy cultivation helps to spark their interest in cultivation and also help them to learn the principles of agriculture. Further this is a practical and easy way to increase biodiversity which has an important role in maintaining ecological balance of nature. The turning back towards nature is a relevant and a crucial step forward for the sustenance of man's development. The project is of great service to the society at large, and serves as a model which could be emulated by people concerned about man and the planet earth. It is a sad fact that today's generation is a little bit hesitant to involve in agricultural and allied activities. The generation's over involvement in technology and technical career is a growing concern. The college has decided to make a change to this situation and to channelize them to agricultural activities to enhance physical and mental fitness. As part of this the college decided to start paddy and vegetable cultivation in the nearby barren land. The initiative was taken with the full support of the students. The ALUMNI and the parents of the students gave immense help for the vegetable and paddy cultivation. The one and half acres of barren land, with a continuous toil of many months turned out to be fertile one. It is pleasure and a proud to state that students in their free time joined wholeheartedly for the fieldwork. The college started paddy cultivation in the newly prepared land. Though there was a concern over the success of the programme, the college decided to step forward. The NSS Units in the college took up the venture. The Municipality of Attingal and the Department of Agriculture extended help. The details of the programme was sent to the media. The different sectors of the society provided help for the venture. The MLA of Attingal, Adv.B. Sathyan, Municipal Chairman, Adv. Pradeep and other dignitaries participated in the inaugural function of the paddy cultivation programme. A seminar was organized on the topic students and Agricultural culture. All students of the College participated in the programme. It was titled Karshikolsavam (Agricultural Festival). The students along with trained farmers did the sowing of seeds. The farmers taught them the techniques of sowing and cultivation. In fact it was one of the inspiring moments to capture. The students listened to the pieces of advice and guidance shared by the farmers and imbibed it to implement it. The programme turned out to be a huge success, as the fields yield a good harvest with paddy and vegetables. It was indeed a harvest festival for the college and thus named 'kalalaya Kathirolsavam'. The crops were sold in outside market under the brand name of 'Government College Attingal Organic Rice'. This got a wide reach in the local market. The vegetables were sold to the teachers and students which also add to the income of the college. Moreover, the happiest moment related was that the college was also able to donate rice to the poor people inhabited near the college. The Kalalaya Kathirolsavam was implemented as joint effort of Jeevani, an initiative of Agricultural Department to encourage organic farming. The NSS unit, students, teachers other staff members and former students of the college joined the harvest festival. The farming was started in November and expenses were met by the college and later department of Agriculture provided subsidies for the said expenses. Another acclaimed thing related to the farming

was that students dug up a pond near the field to source water for agriculture. This helps not only as a means of irrigation but also helps to maintain the water recycling mechanism in the college. The water body is recharged with the water flowing from the drainage and the nearby groves and trees helped to retain water even during heavy summer. Thus, the programme of the cultivation of paddy enriched the land, environment, improved the mental and physical wellbeing of the people involved, helped to provide food for the poor and the needy, able to give organic food for the people. The richness of biodiversity associated with the field, grove and pond filled the mind and body with a new freshness, a freshness to look the world positively.

Provide the weblink of the institution
http://gcatl.ac.in/?page_id=3140

8.Future Plans of Actions for Next Academic Year

1. Farming: To carry on with the farming activities started last year so that the students will be made aware of the importance of agriculture. The project would help to spark their interest in cultivation and also help them to learn the principles of agriculture. Further this is a practical and easy way to increase biodiversity which has an important role in maintaining the balance of nature. The cataclysmic floods that hit the state in 2018 and 2019 had been a painful reminder of man's disregard for nature. 2. Apply for courses:The college has sufficient infrastructure to accommodate more number of courses at U.G. and P.G. level. The newly proposed History Block and the second stage extension to the existing science block can accommodate at least 3 U.G. courses and three P.G. courses. The College council has decided to proceed with the steps for obtaining sanction from the government for the programmes, M.A (History), M.A (Political Science), B.A (English), M.Sc (Maths), B.Sc (Physics) and B.A (Political Science). 3. Workshops and seminars: As per the master plan all major departments will organise workshops and seminars of contemporary relevance to their respective discipline. 4. Study tours The UG/PG departments having industrial visit cum study tour as part of their curriculum should conduct study tours cum industrial visits. 5. Jeevani: To ensure mental health and to provide psychological counseling services for students. 6. More smart classrooms More smart rooms will be established for the benefit of students as part of the infrastructure development. 7. More scholarships Steps will be taken to have more number of financial scholarships to eligible students by the college alumni associations. 8. Industrial linkages: More industrial linkages will be developed with relevant industries in and around the college to foster research among P.G. and U.G. students of this college. 9. Student satisfaction: survey Student satisfaction Survey as per the guidelines of NAAC will be administered. 10. Feedback from all stakeholders: Feedback from parents, alumni, students and teachers will be collected and analysed for necessary actions. 11. History block: The construction of History block is in progress and will initiate steps to complete the project in the next academic year 12. Centre for Continuing Education Kerala (CCEK): The demand for short term job oriented courses are more in the Attingal region and hence decided to apply for opening the Centre for Continuing Education Kerala (CCEK) with courses like logistics management. 13. Participation in cultural activities at University Level To encourage more students to participate in the sports and cultural activities at inter collegiate levels and at higher levels. 14. Efforts to be made on receiving Honours and recognition by teachers during next academic year. Special efforts have been taken by the college for encouraging the faculty members to publish books and articles and also for the production and presentation of documentaries in different international and national venues. 15. Efforts made to have Research funds sanctioned and received from various agencies, industry and other organizations. The faculty members of the college are encouraged to submit research proposals to various funding agencies.