



YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	T. K. M. College of Arts and Science, Kollam
• Name of the Head of the institution	Dr. Chithra Gopinath
• Designation	Assistant Professor
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04742712240
• Mobile no	9446641817
• Registered e-mail	tkmarts@gmail.com
• Alternate e-mail	tkmartsigac@gmail.com
• Address	TKMC P.O., Karicode
• City/Town	Kollam
• State/UT	Kerala
• Pin Code	691005
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education

• Location	Rural
• Financial Status	UGC 2f and 12 (B)
• Name of the Affiliating University	University of Kerala
• Name of the IQAC Coordinator	Dr. Sumalekshmy S.
• Phone No.	04742712240
• Alternate phone No.	9446641817
• Mobile	9446641817
• IQAC e-mail address	tkmartsiqac@gmail.com
• Alternate Email address	tkmartsiqac@gmail.com
3.Website address (Web link of the AQAR (Previous Academic Year)	https://tkmcas.ac.in/aqar/
4.Whether Academic Calendar prepared during the year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	https://tkmcas.ac.in/academic-calender/

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 3	A++	3.67	2022	06/09/2022	05/09/2027
Cycle 2	A	3.13	2014	20/02/2014	19/02/2019
Cycle 1	B+	75.40	2004	03/05/2004	02/05/2009

6.Date of Establishment of IQAC 04/06/2004

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Physics and Chemistry	FIST	DST	2021	564127
Mr. Maheen	Travel Grant	UGC	2021	146688
Institution	NEET	NTA	2021	144750

Institution	CA	ICAI	2021	456481
Dr. Bobby T. Edwin	EMR	DST-SERB	2021	99844
Institution	RUSA	MHRD	2021	5050000

8. Whether composition of IQAC as per latest NAAC guidelines	Yes
<ul style="list-style-type: none"> Upload latest notification of formation of IQAC 	View File
9. No. of IQAC meetings held during the year	7
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
11. Significant contributions made by IQAC during the current year (maximum five bullets)	
Upgradation of Network speed Installation of solar panel Completion of all the pending promotions Initiated collaborations with various institutions, conducted faculty development programs, Student orientation programs, Introduced Earn while you Learn programs Initiated placement drives in collaboration with the placement cell Took necessary steps to get the campus declared as "Green Campus"	
12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year	
Plan of Action	Achievements/Outcomes
1) Submission of IIQA and SSR 2) Organize FDP for teaching staff, collection and analysis of feedback.	submitted SSR, conducted FDPs for faculty, Feedback collected and analysed
13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
College Council	25/07/2023
14. Whether institutional data submitted to AISHE	

Year	Date of Submission
2021-22	20/01/2023

15.Multidisciplinary / interdisciplinary

Affiliated to the University of Kerala, TKM College of Arts and Science is strictly bound to adhere to the academic approaches of the University. Moreover, the college has not yet been granted autonomous status. However, the institution is always keen to quickly adapt to the shifts in the university's approach and to the fast-changes that take place in the field of education. Hence, in spite of the aforesaid constraints, the institution has managed to develop an interdisciplinary / multidisciplinary academic approach. The revised curriculum of the university is a remarkable move towards integration of humanities and science. Hence, science students are offered courses to enable them with professional languageskills and make them aware of contemporary sociopolitical issues. Moreover, the institution is looking forward to making the curriculum more professional in such a way that enables multiple entry and exit in a beneficial way. Likewise, the institution is also keen to make its research programs more diverse and modern by incorporating an interdisciplinary approach to focus on society's most pressing issues and challenges. Best practices of the institution with regard to interdisciplinary/multidisciplinary approaches include the following. Academic Enhancement Program of the institution targets the advanced level students from all the different departments of the institution. The program is intended to cater to the diverse aptitudes and skills of the students irrespective of their departmental and academic backgrounds in such a way that enables them to pursue their passion in an informed manner. In this regard, programs like lecture series, workshops, conferences, etc are conducted with an interdisciplinary orientation. Another remarkable mechanism that the institution developed is increasing academic collaboration between DST FIST funded departments of the institution.

16.Academic bank of credits (ABC):

The institution does not have academic autonomy and hence adheres to the norms put forward by the University of Kerala, to which it is affiliated to. With the aim to usher in interdisciplinarity in education, measures are taken to introduce students to courses offered by various departments in the college and to opt for one as Open Course. The college is a recognised local chapter of SWAYAM NPTEL since 2019 and students are encouraged to enrol in various courses offered by the same. With the implementation of Academic Bank of Credits, students can garner credits for courses opted from this MOOC platform. Moreover, efforts are being taken by the institution to promote academic collaborations between colleges and universities to enable research and learning. This academic networking would, in future, facilitate multiple entries and exits and inter college alliance in education.

17.Skill development:

Skill development has become an important focus in the revised curriculum of the University of Kerala. All the students of the institution irrespective of their specializations are offered courses for their skill development. In doing so, soft skills like presentation skills and interview skills; general language skills such as listening, speaking, reading and writing; and writing for special purposes like writing for media and academic writing, etc. are integrated into the curriculum. Hence, the students who enrol every year are enabled with the skills required for their both personality and professional development. Moreover, all these students are offered courses on pressing contemporary issues such as gender justice, secularism, professional ethics, human rights, environmental protection, sustainable development, and cyberspace. It helps to inculcate among the students with positivity and civic sense.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

The current curriculum of the University of Kerala integrates to a certain extent the Indian knowledge system including its language and culture. In addition to offering specialized study programmes in Malayalam and Hindi languages and literatures; Malayalam, the mother tongue, is employed to teach science and social science subjects as part of the multilingual approach of the institution. The institution also takes effort to integrate the Indian tradition and culture through such programmes as International Yoga Day celebration, Yoga training for students etc. under such banners as NSS and NCC of the institution. Moreover, in its capacity as the local chapter of SWAYAM – NPTEL project of MHRD, Govt. of India, the institution makes sure that Indian knowledge system oriented courses are available for the students. In so doing, the institution also contributes to India's development towards becoming a knowledge society and economy

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

Outcome based education is the leading mission the institution seeks to accomplish. Affiliated to the University of Kerala, the institution is bound by the university curriculum for which outcome based education is an important focus. Hence, the institution initiates measures to make it outcome oriented. IQAC supervises the implementation of this policy by making sure that the POs/PSOs/COs for all programmes and courses are enumerated and by implementing innovative ways for outcome attainment and mapping of it. Periodic preparation of linear scale to categorise advanced, average and slow learners through such methods as regular class tests and internal examinations, seminars and assignments, end-semester projects, and mock viva. In addition, feedback is taken from alumni, teachers, employers and parents to evaluate the attainment of outcome. Campus technology of LMS is used to map the attainment of PO/PSO/CO based on the methods explained above.

20.Distance education/online education:

The institution is affiliated to the University of Kerala which offers online distance education. The institution also offers online distance learning programs such as Post Graduate Diploma in Counselling Psychology (PGDC) and Certificate Course in Library and Information Science (CLISc). The institution has adopted the blended learning mechanism to meet the requirements of the fast changes brought about in the field of education. During the lockdown, the institution has managed to switch to online mode of education very effectively. IQAC organized digital teaching training for teachers to enable them with online resources and platforms. Departmental level orientations were also conducted in this regard. These trainings enable the faculty members and students to make effective use of ICT tools like Moodle, Google Classroom, Quizziz, Webex, Zoom and Microsoft Teams. A remarkable good practice of the institution with regard to the online mode of education is its initiation for the underprivileged to access online education. In so doing, the institution made use of its computer labs and upgraded Information Communication Technology

Extended Profile

1. Programme

1.1

Number of courses offered by the institution across all programs during the year

370

File Description	Documents
Data Template	View File

2. Student

2.1

Number of students during the year

1726

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year

412

File Description	Documents
Data Template	View File

2.3

Number of outgoing/ final year students during the year

571

File Description	Documents
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Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	76
File Description	Documents
Data Template	View File
3.2 Number of sanctioned posts during the year	76
File Description	Documents
Data Template	View File
4.Institution	
4.1 Total number of Classrooms and Seminar halls	47
4.2 Total expenditure excluding salary during the year (INR in lakhs)	265.28
4.3 Total number of computers on campus for academic purposes	180

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and doc

Affiliated to the University of Kerala, TKM College of Arts and Scier Credit Semester System for all the programmes it offers. The College IQAC prepares the Academic Calendar of the College, and the Master Ti the planned execution of the curriculum. Academic Council and departn Certificate courses monitor the conduct of the courses offered by var effective curriculum delivery. The college has separate wings for the examinations. An effective feedback system works at college and feedk teachers and their effectiveness in curriculum delivery is also taken teaching plan, and the extracurricular activities of the teachers are and are monitored by the HODs and the Principal. Academic audit of th annually to analyze the effective delivery of the curriculum. Bridge transition from higher secondary education to graduate-level programm undertakes mentoring programmes instituted by the Directorate of High Kerala, such as Walk with A Scholar, Scholar Support Programme.

File Description	Documents
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Upload relevant supporting document	View
Link for Additional information	https://tkmcas.a

1.1.2 - The institution adheres to the academic calendar including for the conduct of Contin

The institution, which is affiliated to the University of Kerala, has academic calendar of the University. Institutional academic calendar, departmental timetables ensure completion of portions in a timely manner. Evaluation followed is as mandated by the Choice Based Credit and Semester System. An induction programme for the first semester students and the parent commencement of the classes. The Continuous Internal Evaluation is done through submission/seminar presentation and Internal Examination. Internal Examination monitors the conduct of internal examinations. The results of internal examinations are given in a time-bound manner and students are given one week to appeal for revaluation. Internal Evaluation in the college is transparent and the tutors of the college monitor the grievances of students, if any. The semester-wise consolidated mark sheets are meticulously verified by respective Tutors, HoDs, Coordinator of CBCS. After the uploading in the University portal, consolidated mark sheets are displayed on the boards. Finally, the verified mark sheets are uploaded to the University portal at the stipulated time.

File Description	Documents
Upload relevant supporting document	View
Link for Additional information	https://tkmcas.a

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

A. All of the above

File Description
Details of participation of teachers in various bodies/activities provided as a response to the me
Any additional information

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective cou

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

17

File Description
Any additional information
Minutes of relevant Academic Council/ BOS meetings
Institutional data in prescribed format (Data Template)

1.2.2 - Number of Add on /Certificate programs offered during the year**1.2.2.1 - How many Add on /Certificate programs are added during the year. Data required**

33

File Description

Any additional information

Brochure or any other document relating to Add on /Certificate programs

List of Add on /Certificate programs (Data Template)

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total

1302

File Description

Any additional information

Details of the students enrolled in Subjects related to certificate/Add-on programs

1.3 - Curriculum Enrichment**1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum**

The college integrates contemporary social issues and perspectives relevant to Gender, Human Values, Environment and Sustainability into the Curriculum. English courses titled Writings on Contemporary Issues and Environmental Management offered to all the UG students in the college exclusively Environment and Sustainability, and Gender. In addition, college adds seminars, extension activities, outreach programmes, day observances, debates, club activities and association programmes. Exclusive courses prescribed at graduation level. Exclusive courses on Environment and departments covering many modules dealing with ecology and ecosystems conservation, sustainable development, natural resources and its conservation environment, waste management, human population and human health, Environmental Legislations/organizations, Environmental Chemistry, and adherence to Green Protocol in the campus on all initiatives and environmental Auditing being conducted with the help of an external agency. Utmost weaker sections of society, and ensures equality and equity. Due importance to cyber ethics, research ethics and social ethics in the syllabus.

File Description

Any additional information

Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.

1.3.2 - Number of courses that include experiential learning through project work/field

67

File Description

Any additional information
Programme / Curriculum/ Syllabus of the courses
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses
MoU's with relevant organizations for these courses, if any
Institutional Data in Prescribed Format

1.3.3 - Number of students undertaking project work/field work/ internships

1359

File Description
Any additional information
List of programmes and number of students undertaking project work/field work/ /internships (

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students Teachers Employers Alumni

A. All of the abo

File Description	Doc
URL for stakeholder feedback report	
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	
Any additional information	

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback colle
and feedback ava:

File Description	Documents
Upload any additional information	Vi
URL for feedback report	https://tkmcas.a

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

584

File Description
Any additional information
Institutional data in prescribed format

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

339

File Description
Any additional information
Number of seats filled against seats reserved (Data Template)

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Program for slow learners

After the bridge course, the focus is on identifying the learning levels of students. Participation and problem-solving abilities in the classroom are taken into account. Performance in quizzes and tests.

Advanced Learners

1) Walk with a Scholar (WWS) focuses on the holistic development of students. 2) Internal and external mentoring sessions are offered to provide motivation. 3) Enhancement Programme (AEP) provides opportunities to interact with visiting scientists via lecture series, workshops, national and international Research Initiatives) organises research methodology workshops and invites final year students to prepare for various competitive exams and entrance examinations. 4) Learning sessions 6) Facilitating participation in Annual YIP challenge. 5) Startup ideas by students 7) Nurturing civil service aspirants through courses through NPTEL SWAYAM local chapter

Slow Learners

1) Scholar Support Programme (SSP) by the Directorate of Collegiate Education for slow learners to overcome their academic weakness. 2) CARE (Counselling Assistance and Remedial Education) wherein slow learners are given special lab sessions, mock tests, materials and question paper discussions.

File Description	Documents
Paste link for additional information	https://tkmcas.ac.in/students
Upload any additional information	View

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1726	76

File Description	D
Any additional information	

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and providing enhancing learning experiences

Experiential Learning

1) Eye for Nature conducts visits to ecologically diverse and fragile (Restoration) focuses on sapling donation and planting, maintenance of organic and paddy farming. 3) S-Talk (Student Talk) and F-Talk (Faculty premier institutions and research labs 5) Hands-on Training Sessions including ExpEyes - hardware and software framework for developing an Engineering experiments in class rooms - LED recycling, soap and sanit software for Physics, Chemistry and Biochemistry students 7) Poetry we newsletter Outspoken, attending lit fests and cultural fests 8) Session attending National HR conclaves and Annual IEDC Summits for enhancing students.

Participative Learning

1) The Golden Pen Award by the Department of English to encourage creative review gatherings organised by College Library. 3) Blood grouping camp Biochemistry 4) Peer Assisted Learning (PAL) 5) Training in aviary maintaining aquariums and terrariums, vegetable gardening etc. which learn' policy of the college. 6) Research paper presentations at the I

File Description	Documents
Upload any additional information	
Link for additional information	http://lib.

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description

The various ICT facilities are: 1) 50 Mbps internet 2) 1: 10 computer: Department gives working knowledge of data plotting softwares and pro Geant4 and Garfield++ - software toolkits for particle simulation. 4) using R; Jamovi 2.0 for statistical data interpretation by Commerce I computational softwares like Geogebra and Octave 6) Recognized local c Lab for students in science disciplines as part of the Virtual Labs Mission on Education-ICT, MHRD. 8) Network Institute of Indian Instit online certificate courses on remote sensing and geoinformatics for s ICT Academy of Kerala - free training on IT skills for students. 10) I to 6,000 e-journals and over 30,00,000 e-books through N-List 11) Stat 14 computers and a virtual library with links to university syllabus, Pathshala, Shodhganga. 12) Institution has a G-Suite (Google Workspace the services through college domain id. 13) LMS by Campus Technology 1 and access to additional educational resources.

File Description
Upload any additional information
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the last year)

2.3.3.1 - Number of mentors

76

File Description
Upload, number of students enrolled and full time teachers on roll
Circulars pertaining to assigning mentors to mentees
Mentor/mentee ratio
2.4 - Teacher Profile and Quality
2.4.1 - Number of full time teachers against sanctioned posts during the year
76
File Description
Full time teachers and sanctioned posts for year (Data Template)
Any additional information
List of the faculty members authenticated by the Head of HEI
2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / only highest degree for count)
2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality
37
File Description
Any additional information
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / teachers for year (Data Template)
2.4.3 - Number of years of teaching experience of full time teachers in the same institut academic year)
2.4.3.1 - Total experience of full-time teachers
443.7
File Description
Any additional information
List of Teachers including their PAN, designation, dept. and experience details(Data Template)
2.5 - Evaluation Process and Reforms
2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency an
The students and parents are made fully aware of the Continuous Inter through induction meetings, bridge courses, handbooks and notice boar conduct of internal examination, valuation of answer scripts, assignm other works connected to Continuous Internal Evaluation is coordinate Examination Wing under the supervision of Chief of Internal Examinati ensures prevention of malpractices. All examination halls are under C smooth conduct of exams. Students who are unable to attend the interr health, home quarantine etc. and those attending NCC/NSS camps or oth

are given the option of retests. TClass tutors keep a track of attendance and those with a low percentage of attendance are pre-informed.

PTA meetings, to discuss student performance, are conducted after the distribution of answer scripts. Grievance related to internal examinations same are forwarded to Grievance Redressal Cell and effective measures consolidated internal mark sheet is finally uploaded to the university three-tier verification.

File Description	Documents
Any additional information	View
Link for additional information	https://tkmcas.ac.in/ir

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time

There is a three-tier mechanism to resolve matters at the root level. Tier 1 comprises course coordinators who grade answer scripts, evaluate assignments and projects in a programme. Tier 2 comprises the Class Tutor who consolidates the marks before uploading it to the university portal. Tier 3 is Head of the Department. If grievances left unresolved at the tutor level. If the complaint persists, it is forwarded to the Grievance Redressal Cell(s). The institution has separate cells for dealing with related grievances. Google form provided on website too.

Results of Internal Examinations are presented to students for verification through their Google Classrooms/WhatsApp/Telegram class groups to ensure transparency. A time feedback system is implemented in each department for recognizing and addressing any exam and troubles, if any, faced by a student. Collecting feedback and sense of belongingness, seriousness and responsibility in their approach to studies. Indispensable measures are taken by the Department and College authorities to make the examination process are planned to make it as transparent as possible.

File Description	Documents
Any additional information	View
Link for additional information	https://tkmcas.ac.in/ir

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are communicated to teachers and students.

In addition to the programme and course outcome (POs and COs) stipulated in the syllabus, the faculty (under the guidance of IQAC) prepares a detailed CO/PO mapping. The College website furnishes this detailed list of POs and COs for each programme/ course. POs and PSOs are displayed in department notice board to be acquainted and familiarised with them. The College Handbook/Calendar provides information while delineating the expected level of intellectual attainment for each programme.

The institution ensures dynamic implementation of OBE through discussion and feedback at various levels. The various assessment tools for measuring Course Outcomes include examinations, tutorials, assignments, project works, seminars/presentations, etc. The reinvention of teaching-learning and assessment methods based on the previous batches' performance and progression. The 360 degree feedback mechanism at institutional level is another chief means of devising and implementing OBE.

on the attainment of PSOs and POs is specifically adjudged and the department is periodically informed to the University of Kerala through teacher representation in the Studies

File Description	Documents
Upload any additional information	
Paste link for Additional information	ht
Upload COs for all Programmes (exemplars from Glossary)	

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution

College has devised an exclusive Internal Assessment Policy which sees outcome-based teaching and learning. It prescribes a three-pronged approach for the attainment of outcome.

Progression based Assessment

Class Tutors maintain a file detailing the higher education and career goals. The same helps in assessing the attainment of POs and PSOs. The proof of the same is collected and consolidated at each department.

Periodic Assessment

- Regular class tests and internal examinations
- Seminar and Assignments
- End-semester projects
- Mock viva

At the beginning of each academic year, teachers consolidate a repository of specifications of the Bloom's Taxonomy and the Course Outcomes listed in the LMS is used to map PO/PSO/CO based on CIE marklists and the question bank.

Mapping-based Assessment

Course outcome attainments of students are presented on a linear scale arranged at the respective ends of the spectrum on the basis of percentage. The institution has two kinds of programmes at the institution-level to facilitate academic enhancement (Academic Enhancement Programme) and CARE (Counselling Assistance and

File Description	Documents
Upload any additional information	
Paste link for Additional information	https://

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

349

File Description	Documents
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Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	
Upload any additional information	
Paste link for the annual report	https://tkmca.ac.in

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution and details need to be provided as a weblink)

<https://tkmcas.ac.in/wp-content/uploads/sss-2021-22-2.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects during the year (INR in Lakhs)

6.66

File Description
Any additional information
e-copies of the grant award letters for sponsored research projects /endowments
List of endowments / projects with details of grants(Data Template)

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

4

File Description	Documents
Any additional information	
Institutional data in prescribed format	

3.1.3 - Number of departments having Research projects funded by government and non-governmental agencies

3.1.3.1 - Number of departments having Research projects funded by government and non-governmental agencies

1

File Description	Documents
List of research projects and funding details (Data Template)	
Any additional information	
Supporting document from Funding Agency	
Paste link to funding agency website	https://www.tkmca.ac.in

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation a

Under the Academic Enhancement Program (AEP) the institution conducts regional conferences/seminars/workshops/lectures, to acquaint the stu recent developments in their respective disciplines.

In the context of the emphasis placed on self-employment through star has evolved an entrepreneurial eco system through Entrepreneurship De Innovation and Entrepreneurship Development Centre (IEDC). These unit science departments, have moulded Earn While You Learn ventures such aqua culture and aquaponics unit, live feed culture unit for fresh wa ornamental and farm birds, rabbit house, vermi compost unit, LED bulk biodegradable plate making from hyacinth.

The college has a vibrant IPR Cell which organises seminars and works the concept among faculty and students, annually. The college fosters through the collaboration of the Research Committee and IRIS. Research to recent developments in science and technology, innovative multidis fields of humanities and science are the major focus areas of the col

File Description	Documents
Upload any additional information	View
Paste link for additional information	https://tkmcas.ac.in/ent

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Inte entrepreneurship year wise during the year

6

File Description
Report of the event
Any additional information
List of workshops/seminars during last 5 years (Data Template)

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

6

File Description	Docu
URL to the research page on HEI website	
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	

Any additional information	
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3.3.2 - Number of research papers per teachers in the Journals notified on UGC website

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the

12

File Description
Any additional information
List of research papers by title, author, department, name and year of publication (Data Template)

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers published in conference proceedings year wise during year

8

File Description
Any additional information
List books and chapters edited volumes/ books published (Data Template)

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students about social development, and impact thereof during the year

TKM College of Arts and Science conducts a diverse range of extension activities that have a positive impact on society. Students actively participate in environmental awareness programs, tree planting, bund construction, and ecosystem restoration to promote sustainability. The college focuses on healthcare by organizing hepatitis and anemia awareness camps, yoga activities, and palliative care training.

Social justice and equality are emphasized through gender sensitization programs, anti-racism initiatives, and international justice awareness programs. Community service projects involve students engaging in NSS activities during the pandemic, Gandhi Jayanti celebrations, distributing food, medicine, and essential items to palliative patients.

The college fosters cultural and academic development through intercollegiate sports, photography festivals, and institutional agricultural fests. National level competitions instill discipline and leadership skills.

Overall, TKM College of Arts and Science demonstrates its commitment to social responsibility, and community engagement. Through these extension activities, students gain knowledge and skills while making a meaningful contribution to society.

File Description	Documents
Paste link for additional information	https://tkmcas.ac.in
Upload any additional information	View

3.4.2 - Number of awards and recognitions received for extension activities from government during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from bodies year wise during the year**20**

File Description

Any additional information

Number of awards for extension activities in last 5 year (Data Template)

e-copy of the award letters

3.4.3 - Number of extension and outreach programs conducted by the institution through the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those community and NGOs) during the year**3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with its Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year****40**

File Description

Reports of the event organized

Any additional information

Number of extension and outreach Programmes conducted with industry, community etc for the Template)

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year**3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with Non- Government Organizations such as Swachh Bharat, AIDS awareness, Gender issues etc****2751**

File Description

Report of the event

Any additional information

Number of students participating in extension activities with Govt. or NGO etc (Data Template)

3.5 - Collaboration**3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange****3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange year****19**

File Description

e-copies of related Document

Any additional information

Details of Collaborative activities with institutions/industries for research, Faculty

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporates

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, corporate houses etc. year wise during the year

7

File Description

e-Copies of the MoUs with institution./ industry/corporate houses

Any additional information

Details of functional MoUs with institutions of national, international importance, other universities, corporate houses etc.

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning equipment etc.

- 45 classrooms, 1 Seminar Hall and 1 Conference Hall equipped with LCD/Smart TV/Smart boards.
- Five Computer labs with 180 computers for students use.
- 17 laboratories for UG, PG and research (6 Chemistry Labs, 4 Physics Lab, 4 Zoology Lab and 3 Botany Lab) with the latest equipments and facilities.
- Material Science Lab, Laser optics lab, Molecular biology lab and Botany and Biochemistry Departments respectively.
- RUSA funded research block with High temperature instruments lab, high performance computing lab.
- Department of Chemistry, Mathematics and Physics are funded partially.
- SERB DST funded Stem Cell lab.
- The college houses major equipment like UV-Visible, Spectrophotometer, diffraction grating, Contact Angle analyzer, dip and spin coating unit, etc.
- Biodiversity Park features a herbal garden, a pet house, an aviary, a culture and a fish pond with RAS & Aquaponics.
- Museum in Botany and Zoology departments.
- Examination halls are equipped with CCTV cameras.

File Description

Documents

Upload any additional information

[View](#)

Paste link for additional information

<https://tkmcas.ac.in>

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor)

Sl. No.

Sports Facilities

Area

Year of Establishment

User rate

(Per day)

Specifications

1

Gymnasium & Health Centre

16 x 8 M

1985

40

Multipurpose & free weight

2

Swimming Pool

50 x 25 M

2021

50

8 Lanes, International Standard

3

Volleyball Court

18 x 9 M

1965

48

Clay Surface

4

Badminton Court

13.4 x 6.1 M

1965

40

Clay Surface

5

Basketball Court

28 x 15 M

1965

30

Cement Surface

6

Football/Cricket/Play ground

100 x 60 M

1965

80

Clay Surface

7

Athletic track

400 M

1965

8 Lanes

8

Table Tennis

4 Boards

2003

30

Standard

9

Yoga (Indoor)

9x10 M

2016

30

Facilities for Cultural Activities

- Indoor auditorium with advanced audio-visual facilities and 1500 seats
- An open-air auditorium with raised platform and an open ground that hosts cultural activities and official gatherings involving a large audience of 5000
- Seminar Hall has seating capacity of 300; used for hosting cultural programmes
- Vision Enclave, a multipurpose open-air venue is used for a small audience

- **Green Square in the bio-diversity park is a place for respite and events.**

File Description	Documents
Upload any additional information	View
Paste link for additional information	https://tkmcas.ac.in/sp

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart

47

File Description
Upload any additional information
Paste link for additional information
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (IN

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year

98.21

File Description
Upload any additional information
Upload audited utilization statements
Upload Details of budget allocation, excluding salary during the year (Data Template)

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Library is housed in the college campus in a separate two-storey building, latest ICT facilities and high speed internet (50mbps) via OFC. Library Software. Acquisition of serial, maintaining issue records, sending and generating binding lists, etc. are also being done in an automated manner. provision of 13 workstations to access digital resources and database provided. The Online Public Access Catalogue (OPAC) is accessible within entire campus through WiFi. The cloud based WebOPAC facility which provides library collection for the user community. At present, library is providing e-journals and 32 lakh e-books through N-LIST, a part of e-Shodh Sindhu access databases. A separate section is arranged for the visually impaired screen reading software and audio books including DAISY books.

Resource

Number

Text Books

36850

Reference Books

2724**e-Books****32 lakhs****Journals****62****e-Journals****6000****CD & Video****303****Newspapers****8****Magazines****49****Reports****450**

File Description	Documents
Upload any additional information	
Paste link for Additional Information	https://tkmca

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more

File Description
Upload any additional information
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Templ

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journa

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/

4.35

File Description
Any additional information
Audited statements of accounts
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the

4.2.4 - Number per day usage of library by teachers and students (foot falls and login da completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

375

File Description

Any additional information

Details of library usage by teachers and students

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

- High-speed internet facility ensured through 50 Mbps (BSNL leased 1 NMEICT Project on Optical fibre cable
- Classrooms and computer labs are equipped with ICT facilities, inc Smart Boards and Wi-Fi/LAN.
- Five computer labs with 180 computers maintaining 10:1 student comp
- Digital library with 13 workstations.
- ICT software, Campus technology introduced in 2021, ensures effecti management.
- DigiCol access with a Digital LMS customized in MOODLE as part of the Government of Kerala.
- Institution has a G-Suite (Google Workspace) account and faculty c college domain id.
- Recognized as a local chapter of SWAYAM-NPTEL since 2019.
- Institution is a part of the Virtual Labs Nodal Center Program, a on Education-ICT, MHRD.
- College is a Network Institute of IIRS - Indian Institute of Remote certificate courses on remote sensing and geoinformatics for stuc
- College is a premium member of ICT academy of Kerala. Under the i are given training to enhance ICT skills.
- Institution has a well-maintained website.

File Description

Documents

Upload any additional information

Paste link for additional information

<https://>

4.3.2 - Number of Computers

180

File Description

Upload any additional information

List of Computers

4.3.3 - Bandwidth of internet connection in the Institution

A. ≥ 50MBPS

File Description

Upload any additional Information
Details of available bandwidth of internet connection in the Institution

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and salary component during the year (INR in lakhs)

145.65

File Description
Upload any additional information
Audited statements of accounts
Details about assigned budget and expenditure on physical facilities and academic support facilities

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, library, sports complex, computers, classrooms etc.

Infrastructure monitoring and development committee oversees the main infrastructure of the college. The maintenance team takes care of building, plumbing, carpentry and gardening. Stock Register is maintained in all departments. Verification is done annually. Annual maintenance contract ensures the maintenance of laboratories. General maintenance of laboratories is done by an external provider. The ICT smart classrooms and the related systems are maintained by the college website is also maintained regularly by AMC. Library Advisory Committee oversees the purchase of books for the year, subscribe hardcopy and online journal and upgrading online facilities in the library. Internal stock verification is done by the committee constituted by the Principal. The sports equipment, gymnasium are supervised and maintained by the Department of Physical Education. The purchase of equipment and maintenance of infrastructure. Physical equipment maintenance are carried out at regular intervals.

File Description	Documents
Upload any additional information	
Paste link for additional information	http://

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government

1012

File Description
Upload self attested letter with the list of students sanctioned scholarship
Upload any additional information

Number of students benefitted by scholarships and free ships provided by the Government during

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the ir during the year

5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by agencies during the year

223

File Description

Upload any additional information

Number of students benefitted by scholarships and free ships institution / non- government agen Template)

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the abo

File Description

Documents

Link to Institutional website

<https://tkm>

Any additional information

Details of capability building and skills enhancement initiatives (Data Template)

5.1.4 - Number of students benefitted by guidance for competitive examinations and car during the year

464

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and c during the year

464

File Description

Any additional information

Number of students benefitted by guidance for competitive examinations and career counseling

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the abo

File Description

Minutes of the meetings of student redressal committee, prevention of sexual harassment committee

Upload any additional information

Details of student grievances including sexual harassment and ragging cases

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

42

File Description

Self-attested list of students placed

Upload any additional information

Details of student placement during the year (Data Template)

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

164

File Description

Upload supporting data for student/alumni

Any additional information

Details of student progression to higher education

5.2.3 - Number of students qualifying in state/national/ international level examinations GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

11

File Description

Upload supporting data for the same

Any additional information

Number of students qualifying in state/ national/ international level examinations during the year

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at international level (award for a team event should be counted as one) during the year.

10

File Description

e-copies of award letters and certificates

Any additional information

Number of awards/medals for outstanding performance in sports/cultural activities at university level (During the year) (Data Template)

5.3.2 - Institution facilitates students' representation and engagement in various administrative activities (student council/ students representation on various bodies as per established procedure)

The Student Union Executive Committee comprises Chairperson, Vice-Chairperson, Magazine Editor, two University Union Councilors, two Lady Representatives. The members are elected through a fair election process, conducted as per the University of Kerala. The union takes a proactive role not only in college sports events, but also ensures that the voice of the student community is heard in the making processes of the college as well as at the university level. Other Statutory bodies like the Grievance Redressal Cell, Anti Ragging Harassment Committee and Anti-Narcotic Cell have student members to represent the college administration. Department Associations, Cells, Clubs, Library Cell, Ethics Committee, Canteen and Hostel also have student representatives. The college with massive student participation helms the various community outreach programmes (COPS), which is a best practice. In addition to the Student Union, the organizational element involved in the college mechanisms through which the institution encourages student leadership.

File Description

Documents

Paste link for additional information

<https://tkmcas.ac.in/AQAR2022/criteria>

Upload any additional information

[View File](#)

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution

24

File Description

Report of the event

Upload any additional information

Number of sports and cultural events/competitions in which students of the Institution participated by the institution/other institutions (Data Template)

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development and/or other support services

The TKM College of Arts and Science Alumni Association is the parent KLM/TC/277/13) with 486 life members. There are various other chapters Innalekal, Royal BCom, and Peythozhiyathe with a total of about 1190 contributions towards infrastructure development, the alumni is a major Interventions Initiative (AII) and Community Outreach Programmes (COI of the institution. The academic support involves the distribution of economically backward meritorious students as well as financial contr Initiatives Project by sponsoring a Smart Board. The TKMCAS alumni ha various philanthropic initiatives of the college. The various chapters annual get together inside the college to retain the vibrant dynamics fraternity. The principal of the college communicates future require arenas in which alumni engagement can be productive for the instituti alumni meetings.

File Description	Documents
Paste link for additional information	https://tkmcas.ac.in/AQAR2022/criterion5/
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

D. 1 Lakhs - 3Lakhs

File Description
Upload any additional information

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission

The institution practices a system of governance that is secular in a general atmosphere of mutual respect. The Principal is the Head of the operations, and the IQAC defines quality benchmarks to improve the college. Equity and equality are given priority in all areas of operation. An enhancement initiative is implemented after discussions/reviews at various levels. The Governing Body, College Council, and IQAC play an important role in all of them. At the end of each academic year, the Principal collects feedback on academic and administrative matters, and budget estimates, departmental college-level action plans are consolidated by the IQAC. The leadership works with other stakeholders through the Students' Union Executive Committee, Examination Wing, and Heads of Department, and the College Council monitors the working of the institution and plans for the development of the institution.

Through the College Council and IQAC, teachers participate in all decisions of the Governing Body—and the Principal holds staff and HoD meetings to

File Description	Documents
Paste link for additional information	https://tkmcas.ac.in/AQAR2022/criterion5/
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization

Since the inception of the college in 1965, the administrative mechanism has evolved towards decentralization. This modus operandi has not only ensured an inclusive

system but also the smooth functioning of the institution with a sense of participation from the various stakeholders. Even though the college has a specific hierarchy, recommendations and suggestions are sought from teaching and non-teaching staff, alumni, and employers. Adopting participative and decentralized management for various academic and administrative processes.

Case Study An epitome of an effective management strategy of decentralized management. The Digital Initiatives Project launched in 2018 jointly by the IQAC and envisages the infrastructural requirements to enhance the teaching-learning process through digital intervention.

File Description	Documents
Paste link for additional information	https://www.naac.gov.in/public/index.php/hei/generateAqar_HTML_hei/MjI3NzA=
Upload any additional information	

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The Perspective Plans are formulated in keeping with the vision and mission of the institution. Action Plans and Budget Estimates are collected and consolidated by the institution. Academic and extension activity are planned and executed with a vision of holistic development, social consciousness and social commitment in the members of the TKMCAS fraternity.

The institution identified ten key areas to be addressed in terms of an umbrella term Strategic Development Goals (SDGs).

1. Academic Flexibility
2. Teaching – Learning Process
3. Collaboration
4. IT Infrastructure
5. Campus Infrastructure
6. Student Support and Progression
7. Faculty Empowerment Strategies
8. E- Governance
9. Green Campus
10. Gender Sensitization and Inclusiveness Initiatives

File Description	Documents
Strategic Plan and deployment documents on the website	
Paste link for additional information	https://www.naac.gov.in/public/index.php/hei/generateAqar_HTML_hei/MjI3NzA=
Upload any additional information	

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies and service rules, procedures, etc.

T. K. M. College of Arts and Science, Kollam is a government-aided institution under the University of Kerala. It is a minority institution managed by the T. K. M. Governing Body take important decisions in compliance with the vision and quality policy of the college. The Principal manages the administrative functions in accordance with:

- UGC regulations for aided colleges

- Acts and Statutes of the University of Kerala

- Directives of the Directorate of Collegiate Education, Government of Kerala

The Principal plays a key role in establishing accountable and effective Management/Trust and the principal stakeholders (students, teachers, alumni).

The College Council which comprises the Principal, HoDs, administrative representatives, convenes regularly to discuss any matter of importance activities of the college. The IQAC plays a major role in academic and constantly revalues the quality benchmarks of the institution in accordance by NAAC and makes significant interventions in quality enhancement.

File Description	Documents
Paste link for additional information	h
Link to Organogram of the institution webpage	https://
Upload any additional information	

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description
ERP (Enterprise Resource Planning) Document
Screen shots of user interfaces
Any additional information
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff

The institution and the management ensure that the teaching and non-teaching welfare measures put in place by the central and state government for In addition to these government-assured measures, the Management has safe and harmonious working environment.

- Dying-in-Harness Rules
- Staff Co-operative Society and Staff Co-operative Credit Society
- Staff Insurance Scheme
- Provident Fund, Festival Advance, Festival Allowance
- Medical Check-Up, Campus Doctor, General Fitness Awareness, Yoga, facilities, Gymnasium
- Free Wi-Fi facility
- Staff Club - financial assistance for needy staff
- Daycare facilities for the staff of the college in association with
- Family members of staff seeking admission in Management Quota see

File Description	Documents
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Paste link for additional information	https://tkmcas.ac.
Upload any additional information	Vi

6.3.2 - Number of teachers provided with financial support to attend conferences/ work professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/work professional bodies during the year

60

File Description
Upload any additional information
Details of teachers provided with financial support to attend conference, workshops etc during

6.3.3 - Number of professional development /administrative training programs organized teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes and non teaching staff during the year

5

File Description
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).
Reports of Academic Staff College or similar centers
Upload any additional information
Details of professional development / administrative training Programmes organized by the Univ teaching staff (Data Template)

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Program Development Programmes, Orientation / Induction Programmes, Refresher Course, Short

6.3.4.1 - Total number of teachers attending professional development Programmes viz. Refresher Course, Short Term Course during the year

61

File Description
IQAC report summary
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)
Upload any additional information
Details of teachers attending professional development programmes during the year (Data Temp

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

In order to ensure the maintenance of quality benchmarks, the instituti appraisal mechanisms in place for teaching staff as well as non-teach

administration realizes that performance review needs to be collected and hence a 360-degree performance appraisal system is followed.

- The IQAC collects and annually consolidates the PBAS of all regular
- Feedback Committee collects and analyzes feedback from students
- Periodic reports on faculty intervention in the teaching-learning Department and submitted to the Principal.
- Self-appraisal is done by non-teaching staff. The Principal discusses pending files in regular reviews with the Office Superintendent
- Feedback is collected from parents during PTA meetings which are

File Description	Documents
Paste link for additional information	
Upload any additional information	

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various audits carried out during the year with the mechanism for settling audit objections within a maximum period of 30 days.

The institution has transparent and well-structured mechanisms to support efficient use of obtainable monetary funds from various sources like the State and Central Governments. Financial audits of grants and funds received are done at three levels.

They are as follows:

1. Chartered Accountant: At the end of each financial year, the accounts are audited and sanctioned by the Government/UGC are primarily submitted to an external auditor, Mr. Maqbool Shah. The audit report, issued by the auditor, with utilization of funds and ratified accounts is submitted to the sanctioned authorities concerned.

2. The Directorate of Collegiate Education: At the time of annual audit by the Directorate of Collegiate Education, the audit team verifies all the financial documents and accounts utilized by the institution. After hearing the clarifications and corrections, the audit is settled.

3. The Accountant General, Kerala: The Accountant General, Kerala also conducts the verification of all the accounts sanctioned by the Government. Their findings are also incorporated in the further utilization of the funds.

File Description	Documents
Paste link for additional information	https://tkmcas.ac.in
Upload any additional information	View

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers and other sources (III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers and other sources

908000

File Description

Annual statements of accounts

Any additional information

Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropes (Template)

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Institutional financial management is a well-planned and transparent Mobilization Policy enumerates strategies and protocols for financial management. The Management monitors the optimal utilization of funds in a manner in line with the vision and mission of the institution.

The main sources of funds are:

1. Tuition fees
2. Management (Trust Receipt)
3. Contributions of Parent Teacher Association
4. Government funds like DST-FIST, RUSA, Grant-in Aid of Kerala Government
5. Donations from philanthropists
6. Alumni Contribution

The funds from various sources are primarily used for two purposes:

Academic and Extension Initiatives

1. Seminars/ Conferences/ Workshops/ Faculty Development Programmes
2. Scholarships and free ships for deserving students
3. Extracurricular activities of the students such as sports and cultural
4. Incentives for faculty attending seminars/workshops/training programmes

Infrastructure Augmentation

1. New infrastructure facilities for new programmes/courses
2. Maintenance of existing facilities (infrastructure and lab)
3. Purchase of new lab equipment
4. Purchase/upgradation of ICT facilities

Resource Mobilization Policy also dictates policy for outsourcing physical infrastructure of the institution. At the end of each financial year, an audit is conducted to guarantee financial transparency and accountability.

File Description	Documents
Paste link for additional information	https://tkmcas.ac.in/wp-content/uploads
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalization of quality assurance processes

Internal Quality Assurance Cell (IQAC) was constituted in 2004 in accordance with the stipulations. Ever since its inception, the IQAC has been making significant

enhancement initiatives of the college which can be broadly categorized as Academic Interventions Initiative (AII) and Infrastructure Augmentation.

Academic Interventions Initiative (AII) – includes strategies and measures to improve the efficacy of the teaching-learning process, and faculty empowerment programme.

Feedback system and PBAS

The college follows the system/process of 360-degree feedback wherein feedback from all stakeholders of the teaching-learning process including teachers, students, parents, and employers. The feedback collected are listed below:

- feedback on curriculum from teachers
- feedback on curriculum from students
- feedback on teachers from students and parents
- feedback on CO attainment from students after each cycle of internal assessment

The feedback forms/questionnaires are prepared by IQAC and maintained by the IQAC. During the pandemic, the feedback questionnaires were circulated as Google Forms. The feedbacks are collected from respective stakeholders, necessary actions are taken and the Action Taken Reports, maintained at the IQAC.

IQAC supervises effective curriculum delivery and institutional functioning. The IQAC monitors the implementation of the above feedback along with annual academic and administrative audit.

Another important feedback mechanism is the annual Performance Based Assessment undertaken by each faculty at the end of each academic year and submitted to the IQAC.

File Description	Documents
Paste link for additional information	https://tkm.ac.in/naac/2020/2020-21/2020-21%20Aqar%20Report%20for%202020-21%20Academic%20Year%20-%20TKM%20Academy%20-%202020-21.pdf
Upload any additional information	

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of teaching and learning at regular intervals through IQAC set up as per norms and recorded the incremental improvement in various areas.

The institution practices a blended learning system and it is ensured that the teaching-learning process is updated as per new guidelines issued by the UGC/NAAC/pararabreast of latest developments in the field of education.

Attainment of Outcome

IQAC is a key force in guiding the teaching community in guaranteeing the effective implementation of outcome-based teaching and learning. The IQAC not only monitors the PO/PSO/COs of all UG and PG programmes and courses but also the implementation of the outcome attainment and mapping.

College has devised an exclusive Internal Assessment Policy which serves as a guide for outcome-based teaching and learning. It prescribes a two-pronged approach for the attainment of outcome.

Periodic Assessment

- Regular class tests and internal examinations
- Seminar and Assignments
- End-semester projects

- Mock viva

Mapping-based Assessment

Course outcome attainments of the students are presented on a linear programmes to facilitate advanced and slow learners: AEP (Academic Ex (Counselling Assistance and Resources for Education).

File Description	Documents
Paste link for additional information	https://tkm
Upload any additional information	

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	B. Any 3 of the a
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File Description	Documents
Paste web link of Annual reports of Institution	https://tkmcas.ac.in/reports
Upload e-copies of the accreditations and certifications	
Upload any additional information	
Upload details of Quality assurance initiatives of the institution (Data Template)	

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The institution strives to implement the maxim that gender equity leads to development. The institution has established Kerala NCC Army Girls Wing, which guarantees more female involvement under the aegis of Mithra Women Cell (an initiative by Kerala State Women's Development Cell), Gender Studies Unit, Gender Sensitization Cell, Gender Equity Cell, NCC, and various programs/campaigns are organized to promote a culture of gender sensitivity among the students of the college. The various measures in place to ensure the safety and security of the students includes round the clock security at both entrances, CCTV cameras, mandatory disclosure of id cards at the entrances. A professionally trained staff member monitors the mental health of all students. The faculty members/tutors/mentors provide the necessary counseling requirements of female students and extend the necessary support for female students. Safe accommodation for female students (and staff) in a well-maintained hostel room is equipped with toilets, napkin vending machine and incinerator. The canteen and gymnasium cater to the needs of the students especially girls. A day care center is located adjacent to the campus.

File Description	Documents
Annual gender	https://tkmcas.ac.in/AQAR2022/criterion7

sensitization action plan	
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://tkmcas.ac.in/AQAR2022/criterion7/7.1.1/7.1.1_Gende

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

A. 4 or All of tl

File Description

Geo tagged Photographs

Any other relevant information

7.1.3 - Describe the facilities in the Institution for the management of the following types of (within 200 words) Solid waste management Liquid waste management Biomedical waste management recycling system Hazardous chemicals and radioactive waste management

The college adheres to Green Protocol in all activities and programmes. Cleanliness drives are organized for the massive collection of wastes segregated disposal of plastic waste, food waste and paper waste respectively on the floors of the college building. Biogas plant with 1 tonne capacity has been installed to convert the food waste. Incinerator to burn non reusable paper waste and an agreement with Haritha Karma Sena to collect the solid wastes including e-waste from the campus.

Students and faculty are encouraged to use steel lunch boxes and steel tiffin containers. The campus converts waste into organic Manure. Wastage of water is eliminated through immediate repair of leaking pipes and drip irrigation for gardening. Vertical gardens are installed. Chemical solvents are refined and reused optimally and the e-waste is disposed in a proper way. The electronic devices are maintained regularly to ensure their long life. Standing agreement with Haritha Karma Sena of Kottamkara Grama Panchayat for collection of waste. Rainwater harvesting and water treatment plant for effective use of water.

File Description

Relevant documents like agreements / MoUs with Government and other approved agencies

Geo tagged photographs of the facilities

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	A. Any 4 or all					
<table border="1"> <tr> <td data-bbox="103 293 1506 371">File Description</td> </tr> <tr> <td data-bbox="103 371 1506 432">Geo tagged photographs / videos of the facilities</td> </tr> <tr> <td data-bbox="103 432 1506 501">Any other relevant information</td> </tr> </table>		File Description	Geo tagged photographs / videos of the facilities	Any other relevant information		
File Description						
Geo tagged photographs / videos of the facilities						
Any other relevant information						
7.1.5 - Green campus initiatives include						
7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping	A. Any 4 or All					
<table border="1"> <tr> <td data-bbox="103 931 1506 1003">File Description</td> </tr> <tr> <td data-bbox="103 1003 1506 1064">Geo tagged photos / videos of the facilities</td> </tr> <tr> <td data-bbox="103 1064 1506 1124">Various policy documents / decisions circulated for implementation</td> </tr> <tr> <td data-bbox="103 1124 1506 1189">Any other relevant documents</td> </tr> </table>		File Description	Geo tagged photos / videos of the facilities	Various policy documents / decisions circulated for implementation	Any other relevant documents	
File Description						
Geo tagged photos / videos of the facilities						
Various policy documents / decisions circulated for implementation						
Any other relevant documents						
7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution						
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	A. Any 4 or all					
<table border="1"> <tr> <td data-bbox="103 1480 1506 1552">File Description</td> </tr> <tr> <td data-bbox="103 1552 1506 1612">Reports on environment and energy audits submitted by the auditing agency</td> </tr> <tr> <td data-bbox="103 1612 1506 1673">Certification by the auditing agency</td> </tr> <tr> <td data-bbox="103 1673 1506 1733">Certificates of the awards received</td> </tr> <tr> <td data-bbox="103 1733 1506 1794">Any other relevant information</td> </tr> </table>		File Description	Reports on environment and energy audits submitted by the auditing agency	Certification by the auditing agency	Certificates of the awards received	Any other relevant information
File Description						
Reports on environment and energy audits submitted by the auditing agency						
Certification by the auditing agency						
Certificates of the awards received						
Any other relevant information						
7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and	A. Any 4 or all					

information : Human assistance, reader, scribe, soft copies of reading material, screen reading	
File Description	
Geo tagged photographs / videos of the facilities	
Policy documents and information brochures on the support to be provided	
Details of the Software procured for providing the assistance	
Any other relevant information	

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The academic, non-academic, and administrative process of the institution ensures impartiality, and amalgamation. The efforts made by the institution are as follows: The students and staff are admitted and appointed without any caste and creed and thus promoting diversity. Qualified staff and meritorious students from socio-economic and linguistic fields are part of this fraternity. Provisions are made for girls, and differently-abled students. The significant presence of teachers from different regions gives more importance to regional diversity. Flood relief and disaster support is extended to people irrespective of caste, creed, religion, and different linguistic backgrounds become an integral part of this campus. All opportunities maintained through academic programmes, cultural clubs, and sports come together to focus on their distinctive interests and talents, to overcome barriers. Linguistic diversity is upheld by teaching languages. Religious festivals like Onam, Christmas, Holi, etc are celebrated. In language courses, there is a focus on the linguistic, regional, and cultural diversity of the nation. The institution promotes diversity.

File Description
Supporting documents on the information provided (as reflected in the administrative and academic records of the Institution)
Any other relevant information

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations and responsibilities of citizens

The constitutional obligations are reflected in every activity organized by the institution. Activities, film festivals, and cultural programs are held to spread awareness about sovereignty, unity, and national integration. Independence day, Republic Day, and Martyrs day is observed as a memoir of freedom struggle. Awareness about the responsibilities of Indian citizens as enshrined in the constitution is spread from time to time through the activities undertaken by NSS and NCC units, Entrepreneurship Development, and Debate club of the college. Constitution Day. Debates and discussions on constitutional values, and have taken place on the occasion. To inculcate the ideas of environmental sustainability, tree plantations, sapling distribution, organic farming, etc. National Integration Day, Teacher's day, National Security Day, Flag Day, Rashtriya Ekta Diwas, Guru Nanak Day, Dr. Ambedkar Day, Rabindranath Tagore Day, etc. are observed with enthusiasm. The institution organizes competitions on Symbols and Freedom fighters. The college union election is conducted with about transparency in the election process.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://tkmcas.ac.in/AQAR2022/criteria
Any other relevant information	https://tkmcas.ac.in/AQAR2022/criteria

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

A. All of the above

File Description
Code of ethics policy document
Details of the monitoring committee composition and minutes of the committee meeting, number reports on the various programs etc., in support of the claims
Any other relevant information

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and programmes

The institution organizes events to mark commemorative days at the national level. These events serve to remind students of the importance of socio-cultural heritage and past events that are relevant to the present. In the Indian context, these events help inculcate a sense of national identity and integrity among the student community. They also help in promoting cultural diversity within the college and promote healthy appreciation of cultural diversity.

Specifically, the institution organizes events to mark Republic Day, Independence Day, Teacher's Day, and National Youth Day. These events unite the staff and students and foster a sense of national identity. The institution also celebrates regional festivals like Onam and Holi. These events promote cultural diversity and appreciation of cultural diversity.

Overall, the institution's efforts to organize events to mark commemorative days help in promoting socio-cultural diversity, national identity, and a sense of community. The following days are observed in college: World environment day, International Women's day, Constitution day, food day, V Day, Nagasaki day and World day of international justice. These activities help in promoting universal values.

File Description
Annual report of the celebrations and commemorative events for the last (During the year)
Geo tagged photographs of some of the events
Any other relevant information

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC

Best Practice 1: Academic Interventions Initiatives (AII) "Educate to aims and objectives are listed below: Facilitating progression of stu research/academic prospects. Enhance efficacy of the teaching-learning delivery through innovative practices. Impart ICT-enabled blended lea enhancement for employability. Supporting disadvantaged and underpriv educational resources.

Academic Interventions Initiative (AII) - includes strategies and mea efficacy of the teaching-learning process and faculty empowerment pro to the UGC/NAAC/University stipulated outcome-based blended learning. pandemic, the college, under the aegis of the IQAC, had taken steps t teaching with ICT tools.

Best Practice 2: Community Outreach Programmes (COPS) "Lend a Hand, 1 Objectives The aims and objectives of COPS are : Energize community c empowerment Develop a spirit of empathy and compassion for the underp direct understanding of problems faced by the marginalized and devise

Context : T. K. M. College of Arts and Science has always held commur requisite for a well-rounded education.

File Description	Documents
Best practices in the Institutional website	https://tkmcas.ac.in
Any other relevant information	https://tkmcas.ac.in/wp-content

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and t

Since its establishment in 1965, T. K. M. College of Arts and Science academic and non-academic excellence with the inculcation of a civic vision, mission and core values are moulded around the idea of nurtur citizens'. The 'Good Citizen' Project operates as a multitier system Teachers, Students, Parents, Alumni and the Public. The Project combi excellence in academic arenas:

The college strives to provide well-rounded and holistic education to effective tutorial system and mentor-mentee system in place, to cater of the students but also their general well-being, higher education p

Green Campus: Green protocol is implemented inside the campus with th the use of plastic. The Green campus.

Inculcating social responsibility and commitment in the TKM fraternit

The college community takes an active role in the upliftment of womer adoption, association with the blind federation, building houses for college routine which in turn makes the student a 'Good citizen'

File Description
Appropriate web in the Institutional website
Any other relevant information

7.3.2 - Plan of action for the next academic year

Necessary preparations for the impending NAAC peer team visit

Establishment of a teaching learning centre to centralise the organisation of students, teaching and non teaching staff

Extend the scope of Community Outreach Programs (COPS) beyond the immediate campus

LMS with more user friendly and upgraded interface

Infrastructure augmentation