



YEARLY STATUS REPORT - 2022-2023

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 **Principal in Charge**
- 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 **tkmartsiqac@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 7561098774
- IQAC e-mail address tkmatrtsiqac@gmail.com
- Alternate Email address tkmarttsiqac@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+	75.4	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
Women Cell	KSWDC	State	2022	29000
Chemistry, Physics and Mathematics	FIST	DST	2022	66942
Institution	RUSA	MHRD	2022	8565
EDC	Nil	Nil	2022	9351
Commerce	Sasthrapadam	State	2022	811883

8. Whether composition of IQAC as per latest NAAC guidelines **Yes**

- Upload latest notification of formation of IQAC [View File](#)

9. No. of IQAC meetings held during the year **5**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report **No File Uploaded**

10. Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**

- If yes, mention the amount

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

Completed the NAAC accreditation process with A++

Teaching Learning Centre Established to optimize the academic activities at the college

Internet speed enhanced to 50 mbps.

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
Academic Audit	Conducted and the recommendations forwarded to where ever necessary
Equipping the entire college to face the upcoming NAAC visit	NAAC visit successfully completed
Establish a Teaching Learning Centre at the College to optimize academic activities and enrich the educational experience.	Established on 29-06-22

13. Whether the AQAR was placed before statutory body? Yes

- Name of the statutory body

Name	Date of meeting(s)
College Council	27/03/2024

14. Whether institutional data submitted to AISHE

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Name	Date of meeting(s)
College Council	27/03/2024
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2024	20/03/2024
15. Multidisciplinary / interdisciplinary	
<p>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.</p>	

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	498
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	1741
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	422
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Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year		
File Description		Documents
Data Template	View File	
2.3		589
Number of outgoing/ final year students during the year		
File Description		Documents
Data Template	View File	
3.Academic		
3.1		79
Number of full time teachers during the year		
File Description		Documents
Data Template	View File	
3.2		79
Number of sanctioned posts during the year		
File Description		Documents
Data Template	View File	
4.Institution		
4.1		47
Total number of Classrooms and Seminar halls		
4.2		226.09
Total expenditure excluding salary during the year (INR in lakhs)		
4.3		180
Total number of computers on campus for academic purposes		
Part B		
CURRICULAR ASPECTS		

1.1 - Curricular Planning and Implementation

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

TKM College of Arts and Science, affiliated to the University of Kerala, has implemented Choice Based Credit Semester System for all the programmes it offers. The College Council, in association with the IQAC prepares the Academic Calendar of the College, and the Master Timetable every academic year for the planned execution of the curriculum. Academic Council and department-level Board of Studies for Certificate courses monitor the conduct of the courses offered by various departments, and reinforce effective curriculum delivery. The college has separate wings for the conduct of internal and external examinations. An effective feedback system works at the college. The feedback on the performance of the teachers and their effectiveness in curriculum delivery is also taken. The methods of teaching, teaching plan, and the extracurricular activities of the teachers are recorded and are monitored by the HODs and the Principal. Academic audit of the entire college is conducted annually to analyze the effective delivery of the curriculum. Bridge courses offered to ease the transition from higher secondary education to graduate-level programmes. The college actively undertakes programmes instituted by Directorate of Higher Education, Government of Kerala.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://tkmcas.ac.in/academic-calender/

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The institution, affiliated to the University of Kerala, closely adhere to the academic calendar of the University. Institutional academic calendar, master timetable and the departmental timetables ensure completion of portions in a timely manner. The Continuous Internal Evaluation followed is as mandated by the Choice Based Credit and Semester System of the University. An induction programme for the first semester students and the parents is conducted before the commencement of the classes. The Continuous Internal Evaluation is done based Attendance, Assignment submission/seminar presentation and Internal Examination. Internal Examination Wing of the College monitors the

conduct of internal examinations. The results of internal examination are published in a time-bound manner and students are given one week to appeal for revaluation. The conduct of Continuous Internal Evaluation in the college is transparent and the faculty advisors of the respective batches address the grievances of students, if any. The semester-wise consolidated mark sheet of each batch is meticulously verified by respective faculty advisors, HoDs, Coordinator of CBCSS and the Principal. Before uploading in the University portal, consolidated mark sheets are displayed on the department notice boards. Finally, the verified mark sheets are uploaded to the University website within the stipulated time.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://tkmcas.ac.in/academic-calender/

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	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

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

17

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

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 requirement for year: (As per Data Template)**

30

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

1225

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

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 related to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum in multiple ways. The General English courses titled Writings on Contemporary Issues and

Environmental Studies and Disaster Management offered to all the UG students in the college exclusively deals with Human Rights, Environment and Sustainability, and Gender. In addition, college addresses these values by conducting seminars, extension activities, outreach programmes, day observances, campaigns, workshops, camps, debates, club activities and association programmes. Exclusive course on gender titled Gender Studies prescribed at graduation level. Courses on Environment and Sustainability offered by various departments covering ecology and ecosystems, biodiversity and its conservation, sustainable development, natural resources and its conservation, Industry and environment , waste management, human population and human health, Environmental pollution, Environmental Legislations/organizations, Environmental Chemistry, and Green Chemistry. Strict adherence to Green Protocol in the campus on all initiatives and events. Annual Green and Environment Auditing being conducted with the help of an external agency. Utmost emphasis to empathize with the weaker sections of society, and ensures equality and equity. Due importance to professional ethics, cyber ethics, research ethics and social ethics in the syllabus.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

69

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

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

1325

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

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 above

File Description	Documents
URL for stakeholder feedback report	https://tkmcas.ac.in/feedback-reports/
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
File Description	Documents
Upload any additional information	View File
URL for feedback report	https://tkmcas.ac.in/feedback-reports/
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	
625	
File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable 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	
354	
File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File
2.2 - Catering to Student Diversity	
2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners	
After the bridge course, the focus is on identifying learning levels of students through quizzes, class tests and interactions. Participation in class activities and problem solving abilities	

are also taken into account.

Advanced Learners

1) Academic Enhancement Programme (AEP) is a centralised initiative wherein students are provided opportunities to interact with brilliant academicians, scientists, industry experts through lecture series, seminars and workshops. 2) Speakers Forum offers training in public speaking and other soft skills to advanced learners and encourages them to participate in mock parliaments/UN and other intercollegiate competitions. 3) Under IRIS (IQAC-led Research Initiatives, various departments organise research-oriented workshops/talks to motivate final year UG and PG students to engage in innovative research ideas for end-semester project submissions. 4) Assistance is given at the department level in the preparation for entrance tests to various prestigious universities inside and outside the state 5) Advanced learners with interest in innovation and start-ups are encouraged to participate in the Annual YIP Challenge, a flagship initiative of the K-DISC. 6) The college hosts a chapter of the Kerala State Civil Service Academy which provides civil service aspirants with direct access to excellent resources and facilitators.

Slow Learners

Under CARE (Counselling Assistance and Resources for Education), departments organize remedial teaching and additional lab sessions.

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

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

Number of Students	Number of Teachers
1741	79

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

With the adoption of OBE, the focus has shifted from the teacher-centric methods to student-centric methods. The natural sciences departments (Zoology and Botany) organize experiential learning initiatives in collaboration with Nature Club, Environmental Club and NSS - E Res initiatives focus on maintaining of vegetable and medicinal gardens along with seasonal paddy farming and pisciculture. The Eye for Nature drives are visits to ecologically fragile and/or biologically diverse regions in and around the state. Physics, Chemistry and Biochemistry departments organize industrial visits which are relevant in terms of the curriculum prescribed by the University of Kerala. The English Department organizes creative writing sessions offering students an avenue to explore their understanding of the world around them. Students and teachers of the department participate in various literary and cultural fests organised within the state. The Commerce Department takes a proactive interest in translating classroom knowledge into practical real-life solutions. They mobilise the students to organize food fests and commerce expos inside the campus. The Biochemistry Department organizes blood typing and donation drives and conduct regular training sessions on various other paramedical aspects in collaboration with local hospitals. PAL (Peer Assisted Learning) by the Maths Department along with S- Talks and F-Talks promote an ambience of participative learning among the UG and PG students.

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

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The college provides a wide range of ICT facilities: 1) 50 Mbps Internet 2) 1:10 computer-student ratio 3) Training in Data Plotting, Analysis and Interpretation softwares provided Physics, Maths and Commerce Departments 4) Recognised local chapter of NPTEL SWAYAM 5) Access to Virtual Lab for students in the science disciplines as part of the Virtual Labs Nodal Center Programme, National Mission on Education-ICT, MHRD 6) Premium member of the

ICT Acadmey Kerala - free training on IT skills for students of the college 7) Fully automated library - access to premium research content 8) LMS hosted by Campus Genie provides an interactive virtual platform for all stakeholders to participate in the teaching learning process; parents have access to the Continuous Evaluation process as well as attendance records of their wards.

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

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

2.3.3.1 - Number of mentors

79

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

79

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider 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 / D.Sc. / D.Litt. during the year

38

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

505

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The students and parents are made fully aware of the Continuous Internal Evaluation (CIE) system through induction meetings, bridge courses, handbooks and notice boards. Question paper setting, conduct of internal examination, valuation of answer scripts, assignment of invigilation duty and other works connected to Continuous Internal Evaluation is coordinated by the Centralised Internal Examination Wing under the supervision of Chief of Internal Examination. An Internal Exam Squad ensures prevention of malpractices. All examination halls are under CCTV surveillance to monitor the smooth conduct of exams. Students who are unable to attend the internal exam due to ailments, poor health, home quarantine etc. and those attending NCC/NSS camps or other intercollegiate competitions are given the option of retests. Class tutors keep a track of attendance progress of students and those with a low percentage of attendance are preinformed. PTA meetings, to discuss student performance, are conducted after the timebound evaluation and distribution of answer scripts. Grievance related to internal examinations and marks allotted for the same are forwarded to Grievance Redressal Cell and effective measures are taken to assuage them. The consolidated internal mark sheet is finally uploaded to the university via internal marks portal after three-tier verification.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

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

Results of Internal Examinations are presented to students for

verification and the same is posted in their Google Classrooms/WhatsApp/Telegram class groups to ensure transparency and fairness. A real-time feedback system is implemented in each department for recognizing the flaws regarding the conduct of any exam and troubles, if any, faced by a student. Collecting feedback from the students creates a sense of belongingness, seriousness and responsibility in their approach towards exams and indispensable measures are taken by the Department and College authorities. All the steps in the examination process are planned to make it as transparent as possible.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

In addition to the programme and course outcome (POs and COs) stipulated in the University prescribed syllabus, the faculty (under the guidance of IQAC) prepares a detailed list of outcomes for efficient CO/PO mapping. The College website furnishes this detailed list of POs, PSOs and COs of every programme/ course. POs and PSOs are displayed in department notice boards to make the students acquainted and familiarised with them. The College Handbook/Calendar also contains the same information while delineating the expected level of intellectual attainment at the completion of a programme.

The institution ensures dynamic implementation of OBE through discussions at tutorial and mentorship levels. The various assessment tools for measuring Course Outcomes include - centralised internal examinations, tutorials, assignments, project works, seminars/presentations etc. There is constant reinvention of teaching-learning and assessment methods based on the target level attainment data from previous batches' performance and progression. The 360 degree feedback system implemented at the institutional level is another chief means of devising and implementing OBE-related changes. Feedback on the attainment of PSOs and POs is specifically adjudged and the drawbacks and difficulties are periodically informed to the University of Kerala through teacher representatives in the Board of Studies.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://tkmcas.ac.in/po-co-2/
Upload COs for all Programmes (exemplars from Glossary)	View File

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

College has devised an exclusive Internal Assessment Policy which serves as the foundation for all outcome-based teaching and learning. It prescribes a three-pronged approach in mapping and analyzing the attainment of outcome.

Progression based Assessment

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

Periodic Assessment

This includes 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 questions based on specifications of the Bloom's Taxonomy and the Course Outcomes listed in the corresponding syllabus. LMS is used to map PO/PSO/CO based on CIE marklists and the question papers.

Mapping-based Assessment

Course outcome attainments of students are presented on a linear scale. Advanced and slow learners are arranged at the respective ends of the spectrum on the basis of percentage of attainment.

The college has two kinds of programmes at the institution-level to facilitate advanced and slow learners: AEP (Academic Enhancement Programme) and CARE (Counselling Assistance and Resources for Education). File Description Docume

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil

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

463

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

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://tkmcas.ac.in/wp-content/uploads/SSS-2022-23.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 / endowments in the institution during the year (INR in Lakhs)

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

0

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

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

12

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The entrepreneurial activities of the institution are coordinated by Institution's Innovation Council (IIC). There are various

clubs, centers, and programs consist of both students and teachers that work persistently towards the establishment of an Innovation Ecosystem within the campus. Innovation and Entrepreneurial Development Center(IEDC) has been made significant progress in this regard. The activities of IEDC include: popularization of entrepreneurship among students and teachers, organize motivation talks and discussion sessions with successful entrepreneurs, visit near by ideation labs and incubation centers, conduct workshops on startups, e.t.c,. Many potential ideas have been registered already and we're currently pursuing them rigorously. Young Innovation Program(YIP) is another major body that constantly generates positive outputs. During the past few years, students have participated in YIP contests on idea generation and secured prizes. Entrepreneurship Development (ED) club works successfully at the very basic level with sole purpose of creating an awareness of entrepreneurship amongst students. There are hundreds of registered students who work consistently throughout the academic tenure just to educate the student population about the importance of idea-thinking.

Being an arts and science college, it is difficult to establish an active innovation ecosystem. However, we are making significant progress in the pursuit.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://tkmcas.ac.in/institutions-innovation-council-iic/

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

3

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

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

0

File Description	Documents
URL to the research page on HEI website	https://tkmcas.ac.in/research-department/
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

8

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

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

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

12

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

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

TKM College of Arts and Science champions holistic education and community engagement through diverse extension activities. Students drive initiatives promoting sustainability, such as ecosystem restoration and public awareness campaigns, demonstrating the college's commitment to environmental stewardship. Healthcare awareness, including AIDS campaigns and yoga classes, alongside blood donation camps, showcases their dedication to public health. The college's focus on social justice is evident through gender sensitization training, women's equality initiatives, and awareness programs on international justice issues. Students actively participate in community service, engaging in NSS activities, organizing cleaning drives, and supporting palliative patients, fostering empathy and compassion. Cultural and academic enrichment thrive through intercollegiate competitions, photography festivals, and agricultural fests, fostering talent and cross-cultural exchange. National Cadet Corps activities further develop students' character, discipline, and leadership skills. In essence, TKM College of Arts and Science offers a holistic educational experience, empowering students to engage meaningfully with their communities. Through these activities, students emerge as conscientious individuals committed to creating a positive impact on society.

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

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

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

5

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

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

40

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

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 industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year**

1227

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

18

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

11

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

- 45 classrooms, 1 Seminar Hall and 1 Conference Hall equipped with Wi-Fi/LAN facilities and 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 ,3 Biochemistry Lab, 1 Zoology Lab and 3 Botany Lab) with the latest equipments and facilities.
- Material Science Lab, Laser optics lab, Molecular biology lab and Microbiology lab inPhysics, Botany and Biochemistry Departments respectively.
- RUSA funded research block with High temperature instruments lab, Processing &Fabrication lab and high performnace computatingLab.
- Department of Chemistry, Mathematics and Physics are funded partially by DST-FIST scheme.
- SERB DST funded Stem Cell lab.
- The college houses major equipment likeUV-Visible, Spectrophotometer,FTIR spectrophotometer, X-ray diffractometer, Contact Angle analyzer,dip and spin coating unit, double distillation unit etc.
- Biodiversity Park features a herbal garden, a pet house, an aviary, a fern house, live feed 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 File
Paste link for additional information	https://tkmcas.ac.in/physical-facilities2/

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

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 seating capacity.
- An open-air auditorium with raised platform and an open ground that can be used for both cultural activities and official gatherings involving a large audience of 600 people.
- Seminar Hall has seating capacity of 300; used for hosting cultural activities.
- Vision Enclave, a multipurpose open-air venue is used for a small gathering of around 150 or less audience
- Green Square in the bio-diversity park is a place for respite and for small group gatherings and events.

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

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

class, LMS, etc.

47

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://tkmcas.ac.in/classroom/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

53.03

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

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 with 130 seating capacity ,latest ICT facilities and high speed internet (50mbps) via OFC.

Library is fully automated with KOHA Software. Acquisition of serial, maintaining issue records, sending reminders of missing issues, generating binding lists, etc. are also being done in an automated manner.

Adigital librarywith a provision of 13 workstations to access

digital resources and databases locally and remotely is provided.

The Online Public Access Catalogue (OPAC) is accessible within the library on LAN and in the entire campus through WiFi. The cloud based WebOPAC facility which provides 24/7 remote access to library collection for the user community .

At present, library is providing access to more than 6000 e-journals and 32 lakh e-books through N-LIST, a part of e-ShodhSindhu and a number of other open-access databases. A separate section is arranged for the visually impaired students with a dedicated screen reading software and audio books including DAISY books.

Resource

Number

Text Books

37088

Reference Books

2798

e-Books

32 lakhs

Journals

60

e-Journals

6000

CD & Video

303

Newspapers

8

Magazines

49

Reports

500

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://tkmcas.ac.in/about-library/

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 of the above

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

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

5.81

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data

for online access) (Data for the latest completed academic year)

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

80

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

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 line) and 20 Mbps bandwidth under NMEICT Project on Optical fibre cable
- Classrooms and computer labs are equipped with ICT facilities, including LCD projectors/Smart Tv/ Smart Boards and Wi-Fi/LAN.
- Five computer labs with 180 computers maintaining 10:1 student computer ratio.
- Digital library with 13 workstations.
- ICT software, Campus technology ensures effective academic and administration management.
- DigiCol access with a Digital LMS customized in MOODLE as part of the 'Let's Go Digital Scheme' of the Government of Kerala.
- Institution has a G-Suite (Google Workspace) account and faculty can avail the services through college domain id.
- Recognized as a local chapter of SWAYAM-NPTEL since 2019.
- Institution is a part of the Virtual Labs Nodal Center Program, an initiative of National Mission on Education-ICT, MHRD.
- College is a Network Institute of IIRS - Indian Institute of Remote Sensing, ISRO and offers online certificate courses on remote sensing and geoinformatics for students.
- College is a premium member of ICT academy of Kerala. Under the initiative Faculties and students are given training to enhance ICT skills.
- Institution has a well-maintained website.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://tkmcas.ac.in/it-2/

4.3.2 - Number of Computers

180

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure**4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)**

114.68

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

Infrastructure monitoring and development committee oversees the maintenance and repair of physical infrastructure of the college. The laboratories in the college are fully equipped according to the academic needs and the statutory rules. Stock Register is maintained in all the departments. Internal stock verification is done annually. Annual maintenance contract ensures the upkeep of important equipment. Computer labs and digital library are monitored by the lab assistants and are periodically maintained by an external service provider. The ICT Smart Class Rooms and the related systems are maintained with AMC. The college website is maintained regularly by AMC with TKM Infotech Pvt Ltd, Kochi. Library Advisory Committee meets regularly to finalise on purchase of books for the year, subscribe hardcopy and online journals, maintenance of the library, and upgrading online facilities in the library. Internal stock verification is carried out by the committee constituted by the Principal. The sports equipment, gymnasium, playground and various courts are supervised and maintained by the Department of Physical Education. Systematic procedure is adopted for the purchase of equipment and maintenance of infrastructure. Physical stock verification and equipment maintenance are carried out at regular intervals.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://tkmcas.ac.in/sop/

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

1202

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

443

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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 above

File Description	Documents
Link to Institutional website	https://tkmcas.ac.in/capacity-enhancement-program/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
749	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
749	
File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File
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 above
File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	View File
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	

40

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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**

73

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)**5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year**

17

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

23

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The Student Union Executive Committee comprises Chairperson, Vice Chairperson, General Secretary, Magazine Editor, two University Union Councillors, two Lady Representatives and Arts Club Secretary. The members are elected through a fair election process, conducted as per the guidelines issued by the University of Kerala. The union takes a proactive role not only in conducting Arts, Cultural and Sports events, but also ensures that the voice of the student community is heard in various decision-making processes of the college as well as at the university level.

The College Council, IQAC, ICC and other Statutory bodies like the Grievance Redressal Cell, Anti Ragging Committee, Anti-Sexual Harassment Committee and Anti-Narcotic Cell have student members to raise their issues before the college administration. Department Associations, Cells, Clubs, Library Advisory Committee, Women's Cell, Ethics Committee, Canteen and Hostel also have student representatives. The NSS and NCC units of the college with massive student participation helms the various community-oriented activities of the college under Community Outreach Programmes (COPS), which is a best practice of the institution. In addition to the Student Union, the organizational element involved in COPS

is one of the significant mechanisms through which the institution encourages student leadership.

File Description	Documents
Paste link for additional information	https://tkmcas.ac.in/anti-ragging-cell/,_https://tkmcas.ac.in/anti-sexual-harassment/#
Upload any additional information	View File

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

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

48

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	View File

5.4 - Alumni Engagement

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

The TKM College of Arts and Science Alumni Association is the parent alumni (Registration No. KLM/TC/277/13) with 520 life members. There are various other chapters like Global Alumni, Sahapaadi, Innalekal, Royal BCom, and Peythozhiyathe with a total of about 1190 members.

Besides their generous contributions towards infrastructure development, the alumni is a major stakeholder in Academic Interventions Initiative (AII) and Community Outreach Programmes (COPS) which are the best practices of the institution. The

academic support involves the distribution of merit cum means scholarship for economically backward meritorious students as well as financial contribution to the Digital Initiatives Project.

One of the major philanthropic initiatives of the TKMCAS alumni is the supply of free meal kits to needy families. The various chapters of the college alumni organize frequent meetings inside and outside the campus to sustain the vibrant dynamics that they share with the TKM fraternity. The Principal and the teachers who were former students of the institution play a key role in liaising with the alumni, moulding the nature of the alumni engagement in academic and non-academic avenues for the progress and glory of the alma mater.

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

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

D. 1 Lakhs - 3Lakhs

File Description	Documents
Upload any additional information	View File

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 of the institution

The governance of our institution is intricately woven with the vision and mission we uphold. Our vision, to pursue excellence in academic and non-academic avenues while instilling a sense of civic consciousness and social commitment, resonates throughout our governance structure. Likewise, our mission, centered on promoting holistic education for employability and life skill development, fostering intellectual creativity and curiosity, nurturing philanthropy among stakeholders, and serving diverse socio-cultural groups, guides every decision made within the institution. Our governance framework prioritizes inclusivity and transparency, ensuring that all stakeholders are actively involved in decision-making processes. Led by the Principal and supported

by the IQAC, our governance ensures equity and equality in all operations. Collaborative efforts between the Governing Body, College Council, and IQAC drive strategic initiatives, ensuring that feedback from various stakeholders informs decision-making processes. Through regular meetings and consultations with faculty, staff, and student representatives, we uphold a participatory approach to governance, facilitating collective ownership of institutional development. As we strive to align our governance with our vision and mission, we are committed to fostering an environment of continuous improvement and community engagement.

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

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Since its inception in 1965, the college has demonstrated effective leadership through its commitment to decentralization and participative management practices. This approach has cultivated an inclusive and collaborative ethos, enabling seamless institutional operations and robust engagement with stakeholders. Despite maintaining a hierarchical structure, the institution actively solicits feedback and input from faculty, staff, alumni, and employers, underscoring its dedication to inclusivity and responsiveness. Notably, the Digital Initiatives Project stands as a testament to the successful implementation of decentralization. Spearheaded with the collective support of college management and facilitated by proposals submitted to government agencies like DST, RUSA for financial assistance, this initiative addresses infrastructural needs and enhances teaching-learning experiences through technological interventions. It serves as a compelling example of the tangible benefits derived from participative and decentralized management practices in various academic and administrative endeavors.

File Description	Documents
Paste link for additional information	https://tkmcas.ac.in/physical-facilities2/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Building upon the foundation laid out in the Perspective Plans aligned with the institution's vision and mission, the deployment of the institutional Strategic/Perspective plan has proven to be highly effective at TKMCAS. Through meticulous collection and consolidation of Annual Action Plans and Budget Estimates by the Principal, each academic, non-academic, and extension activity is methodically planned and executed. These efforts are not merely administrative; they are imbued with a vision to instill civic consciousness and social commitment within the TKMCAS community. The institution's commitment to quality enhancement is exemplified through its identification of ten key areas for improvement, encapsulated in the Strategic Development Goals (SDGs). From fostering academic flexibility to promoting gender sensitization and inclusiveness initiatives, every facet of the institution's operations is geared towards realizing these objectives. Through the strategic deployment of resources and concerted efforts across all levels, TKMCAS continues to advance towards its overarching goals of excellence and societal impact.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://tkmcas.ac.in/strategic-plan/
Upload any additional information	View File

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

The institutional bodies at T. K. M. College of Arts and Science, Kollam demonstrate a commendable level of effectiveness and efficiency, as evidenced by various aspects of our functioning. From the formulation of policies to the execution of

administrative tasks, appointment procedures, and adherence to service rules, the institution operates with a focus on optimal performance and adherence to regulatory standards. Managed by the T. K. M. Trust and overseen by a dedicated Governing Body, decisions are made in alignment with the college's vision, mission, and core values. The Principal serves as a pivotal figure in ensuring the smooth coordination of administrative and academic affairs, guided by regulations set forth by the University Grants Commission (UGC) and the University of Kerala, as well as directives from the Directorate of Collegiate Education, Government of Kerala. Effective communication channels are established between the management, faculty, students, administrative staff, Parent-Teacher Association (PTA), and alumni under the Principal's leadership, fostering a culture of transparency and accountability. The College Council, comprising key stakeholders, convenes regularly to address pertinent matters related to day-to-day operations, while the Internal Quality Assurance Cell (IQAC) diligently monitors and enhances academic and administrative standards in accordance with benchmarks set by the National Assessment and Accreditation Council (NAAC). Through these institutional mechanisms, T. K. M. College demonstrates a commitment to continuous improvement and excellence in education delivery.

File Description	Documents
Paste link for additional information	https://tkmcas.ac.in
Link to Organogram of the institution webpage	https://tkmcas.ac.in/organogram/
Upload any additional information	View File

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

6.3 - Faculty Empowerment Strategies

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

The institution demonstrates its commitment to the welfare of both teaching and non-teaching staff through a comprehensive array of measures. In alignment with government mandates, the institution ensures that staff members have access to essential welfare provisions mandated by central and state authorities. Moreover, the institution's management goes beyond statutory requirements to cultivate a secure and supportive workplace environment. This commitment is evident in various initiatives such as the implementation of Dying-in-Harness Rules, the establishment of Staff Co-operative Societies, and the provision of comprehensive insurance coverage. Additionally, the institution facilitates staff members' financial well-being through schemes like the Provident Fund and Festival Allowance. Health and wellness are prioritized through initiatives such as regular medical check-ups, fitness programs including yoga, and access to first-aid facilities. The institution further fosters a sense of community and support through amenities like a staff club and daycare facilities for employees' families. By providing such extensive welfare measures, the institution not only meets but exceeds the needs of its valuable staff members, ensuring their overall well-being and satisfaction.

File Description	Documents
Paste link for additional information	https://tkmcas.ac.in/physical-facilities2/
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

29

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year**6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**

4

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

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

20

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

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

The institution employs a comprehensive Performance Appraisal System tailored for both teaching and non-teaching staff, a cornerstone in maintaining and enhancing quality standards. Recognizing the significance of multi-dimensional feedback, a 360-degree approach is adopted, ensuring input from all stakeholders. The Internal Quality Assurance Cell (IQAC) meticulously collects and consolidates the Performance-Based Appraisal System (PBAS) of faculty members annually. Moreover, a dedicated Feedback Committee actively engages students to gather insights on teaching effectiveness. Department Heads contribute by providing periodic reports on faculty involvement in the teaching-learning process, aiding in holistic assessments. Non-teaching staff engage in self-appraisal, while regular reviews with the Office Superintendent enable the Principal to monitor progress and address pending matters effectively. Furthermore, parental perspectives are garnered during Parent-Teacher Association (PTA) meetings held annually, enriching the appraisal process with valuable external input. This comprehensive system underscores the institution's commitment to continual improvement and accountability across all facets of its operations.

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

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The institution diligently conducts both internal and external financial audits regularly to ensure transparency and accountability in its financial operations. Various audits are carried out to scrutinize the utilization of funds obtained from different sources including the Management, PTA, Alumni, and State and Central Governments. External financial audits are conducted at three levels. Firstly, at the end of each financial year, an external chartered accountant, Mr. Maqbool Shah, reviews all grants and funds sanctioned by the Government/UGC, providing an audit report along with utilization certificates. Secondly, audits are performed by the Directorate of Collegiate Education during their annual assessments, where financial documents pertaining to public funds are thoroughly examined and finalized after necessary clarifications. Lastly, periodic verifications are conducted by the Accountant General, Kerala, ensuring compliance with government regulations and providing suggestions for further fund utilization. Mechanisms for settling audit objections are meticulously implemented, with all concerns addressed within specified timelines to maintain financial integrity and meet accreditation standards.

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

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

395582

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

A comprehensive approach to financial management encompasses transparent mechanisms outlined in the Resource Mobilization Policy, which articulates strategies and protocols for financial planning and fund acquisition. The college administration meticulously monitors the allocation and utilization of funds to align with the institution's overarching vision and mission. Primary sources of funds include tuition fees, management trust receipts, contributions from the Parent Teacher Association, government grants such as DST-FIST and RUSA, philanthropic donations, and contributions from alumni. These funds are judiciously allocated across academic and extension initiatives, including seminars, conferences, workshops, faculty development programs, scholarships for deserving students, and extracurricular activities. Additionally, resources are directed towards infrastructure augmentation, encompassing the establishment of new facilities for program expansion, maintenance of existing infrastructure and laboratories, procurement of new laboratory equipment, and upgrades to information and communication technology (ICT) facilities. The Resource Mobilization Policy also guides the institution in outsourcing physical and other resources when necessary. Moreover, an annual external audit ensures financial transparency and accountability, further strengthening the institution's commitment to prudent financial management practices. Through these institutional strategies, the college endeavors to optimize resource utilization and foster an environment conducive to learning, innovation, and holistic development.

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The Internal Quality Assurance Cell (IQAC) has played a pivotal role in institutionalizing quality assurance strategies and processes within the college since its establishment in 2004, aligning with UGC/NAAC directives. Through its Academic Interventions Initiative (AII) and Infrastructure Augmentation efforts, IQAC has significantly contributed to enhancing the overall quality of the institution. Under AII, various measures have been implemented to improve the teaching-learning process and empower faculty members. Notably, IQAC oversees a comprehensive feedback system, including 360-degree feedback from all stakeholders, such as teachers, students, and parents, regarding curriculum, teaching effectiveness, and course outcomes. This feedback is meticulously collected, analyzed, and utilized to drive continuous improvement initiatives. Moreover, IQAC conducts regular academic and administrative audits, complemented by the annual Performance Based Appraisal System (PBAS) for faculty members, ensuring accountability and fostering a culture of excellence. These concerted efforts underscore IQAC's vital role in promoting a culture of quality assurance and continuous enhancement within the college.

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

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

The institution's commitment to quality assurance and continuous improvement is evident through its systematic review processes

facilitated by the Internal Quality Assurance Cell (IQAC). As per accreditation norms, the institution regularly evaluates its teaching-learning processes, operational methodologies, and learning outcomes. This evaluation is documented to demonstrate incremental improvements across various activities. The IQAC plays a pivotal role in guiding faculty members to align teaching practices with evolving standards set by regulatory bodies like the UGC/NAAC/parent university. Emphasizing outcome-based teaching and learning, the IQAC ensures the enumeration and implementation of Programme Outcome, Programme Specific Outcome, and Course Outcomes for all undergraduate and postgraduate programs. Additionally, the institution has developed an Internal Assessment Policy as a cornerstone for outcome-based education, employing a two-pronged approach for mapping and analyzing outcome attainment. Regular assessments, including class tests, internal examinations, seminars, assignments, end-semester projects, and mock vivas, are conducted to gauge student progress. Moreover, a mapping-based assessment presents course outcome attainments on a linear scale, facilitating tailored support for both advanced learners through the Academic Enhancement Programme (AEP) and those needing additional assistance through the Counselling Assistance and Resources for Education (CARE) program.

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

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 above

File Description	Documents
Paste web link of Annual reports of Institution	https://tkmcas.ac.in/annual-report/
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

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 equality. The college has 3 Kerala NCC Army Girls Wing, which guarantees more female involvement in NCC activities. Under the aegis of Mithra Women Cell (an initiative by Kerala State Women's Development Corporation), Women's Studies Unit, Gender Sensitization Cell, Gender Equity Cell, NCC, and NSS, various awareness programs/campaigns are organized to promote a culture of gender sensitivity and equity among the students of the college. The various measures in place to ensure the safety and security of female students include round-the-clock security at both entrances, CCTV cameras at strategic locations, and mandatory disclosure of ID cards at the entrances. A professionally qualified counselor to cater to the mental health of all students. The faculty members/tutors/mentors are sensitive to the additional counseling requirements of female students and extend the necessary moral support. The college ensures safe accommodation for female students (and staff) in a well-maintained ladies' hostel. The lady's waiting room is equipped with toilets, a napkin vending machine, and an incinerator. A well-equipped sick room and gymnasium cater to the needs of the students, especially girls. A daycare center is also working adjacent to the campus.

File Description	Documents
Annual gender sensitization action plan	https://tkmcas.ac.in/AQAR2023/criterion7/7.1.1-link.pdf
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 Gender Equity Promotion Program mes.pdf

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 the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

The college adheres to the Green Protocol in all activities and programs and follows the 3R principle. Cleanliness drives are organized for the massive collection of waste. Color-coded dust bins for the segregated disposal of plastic waste, food waste, and paper waste respectively, are maintained on all floors of the college building. A Biogas plant with a 1-tonne capacity has been installed on the campus to convert the food. The waiting area has an Incinerator to burn nonreusable paper waste and napkin waste. The college has an agreement with Haritha Karma Sena to collect the solid wastes including chemicals produced inside the campus.

Students and faculty are encouraged to use steel lunch boxes and steel glasses. The vermicompost pit on the campus converts waste into organic Manure. Wastage of water is effectively minimized through the immediate repair of leaking pipes and drip irrigation for gardening. Wastewater is redirected to the gardens. Chemical solvents are refined and reused optimally and the rest is diluted

and discharged properly. The electronic devices are maintained regularly to ensure optimum use. The college has a standing agreement with Haritha Karma Sena of Kottamkara Grama Panchayat for collecting e-waste. Rainwater harvesting and water treatment plant for effective use of water.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

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 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

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 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

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 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	View File
Any other relevant information	View File

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 information : Human assistance, reader, scribe, soft copies of reading material, screen reading

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

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

The academic, non-academic, and administrative processes of the institution aim at tolerance, harmony, impartiality, and amalgamation. The efforts made by the institution in addressing the same are listed below: The students and staff are admitted and appointed without any discrimination based on caste and creed thus promoting diversity. Qualified staff and deserving students from different socio-economic and linguistic fields are part of this fraternity. Preference is given to minorities, girls, and differently-abled students. The significant presence of teachers and students from other regions gives more importance to regional diversity. Flood relief camps are arranged and post-flood support is extended to people irrespective of caste, creed, religion, and region. Students from different linguistics backgrounds become an integral part of this campus. Equality in leadership opportunities is maintained through academic programs, cultural clubs, events, and fests, where students come together to focus on their distinctive interests and talents, transcending class and caste barriers. Teaching languages upholds linguistic diversity. Religious and cultural festivals like Onam, Christmas, Holi, etc are celebrated. In language courses, there are essays and extracts dealing with the nation's linguistic, regional, and cultural diversity. EBSB club to initiate regional diversity.

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

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

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

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	https://tkmcas.ac.in/AQAR2023/criterion7/7.1.9_Const_Obligations_2.pdf

<p>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</p>	<p>A. All of the above</p>								
<table border="1"> <thead> <tr> <th data-bbox="86 689 529 757">File Description</th> <th data-bbox="529 689 1436 757">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 757 529 824">Code of ethics policy document</td> <td data-bbox="529 757 1436 824">View File</td> </tr> <tr> <td data-bbox="86 824 529 1115">Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims</td> <td data-bbox="529 824 1436 1115">View File</td> </tr> <tr> <td data-bbox="86 1115 529 1182">Any other relevant information</td> <td data-bbox="529 1115 1436 1182">View File</td> </tr> </tbody> </table>	File Description	Documents	Code of ethics policy document	View File	Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File	Any other relevant information	View File	
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Code of ethics policy document	View File								
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File								
Any other relevant information	View File								
<p>7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals</p>									
<p>The institution organizes events to mark commemorative days at the national and international level. These events serve to remind students of the importance of socio-cultural diversity and to commemorate past events that are relevant to the present. In the Indian context, these events reinforce the ideal of national identity and integrity among the student community. They also build a sense of community within the college and promote healthy appreciation of cultural diversity.</p> <p>Specifically, the institution organizes events to mark Republic Day, Independence Day, Rashtriya Ekta Diwas, and National Youth Day. These events unite the staff and students of the college and promote a sense of national identity. The institution also celebrates regional festivals like Onam, Christmas, and Holi. These events promote cultural diversity and appreciation of different cultures.</p> <p>Overall, the institution's efforts to organize events to mark</p>									

commemorative days help to promote socio-cultural diversity, national identity, and a sense of community within the college. The following days are observed in college: World environment day, International Yoga day, AIDS day, Human rights day, International Women's day, Constitution day, food day , World peace day, Hiroshima-Nagasaki day and World day of international justice. These activities helps the students to uphold universal values.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Best Practice 1: Academic Interventions Initiatives (AII) "Educate to Empower" Aims and Objectives Facilitating progression of students towards higher research/academic prospects. Enhance efficacy of the teaching-learning process. Effective curriculum delivery through innovative practices. Impart ICT-enabled blended learning to the students. Skill enhancement for employability. Supporting disadvantaged and underprivileged students with monetary and educational resources.

Academic Interventions Initiative (AII) - includes strategies and measures instituted to enhance the efficacy of the teaching-learning process and faculty empowerment programmes. The institution adheres to the UGC/NAAC/University stipulated outcome-based blended learning. Even before the onset of the pandemic, the college, under the aegis of the IQAC, had taken steps to supplement regular classroom teaching with ICT tools.

Best Practice 2: Community Outreach Programmes (COPS) "Lend a Hand, Nurture the Society" Aims and Objectives Energize community development through social empowerment Develop a spirit of empathy and compassion for the underprivileged, among students Gain direct understanding of problems faced by the marginalized and devise viable solutions for the same.

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

File Description	Documents
Best practices in the Institutional website	https://tkmcas.ac.in/best-practices/
Any other relevant information	https://tkmcas.ac.in/wp-content/uploads/best-practice-2.pdf

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Since its establishment in 1965, T. K. M. College of Arts and Science has combined the pursuit of academic and non-academic excellence with the inculcation of a civic consciousness. The institution's vision, mission, and core values are molded around the idea of nurturing the students into 'good citizens'. The 'Good Citizen' Project operates as a multitier system incorporating the T. K. M. Trust, Teachers, Students, Parents, Alumni, and the Public. The Project combines three key aspects: Pursuing excellence in academic arenas:

The college strives to provide a well-rounded and holistic education to the students. There is an effective tutorial system and mentor-mentee system in place, to cater to not only the academic needs of the students but also their general well-being, higher education prospects, and career orientation.

Green Campus: Green protocol is implemented inside the campus with the vision of eliminating/reducing the use of plastic. The Green campus.

Inculcating social responsibility and commitment in the TKM fraternity:

The college community takes an active role in the upliftment of women from backward classes. School adoption, association with the blind federation, building houses for the needy, etc are part of the college routine which in turn makes the student a 'Good citizen'

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

- Organize and conduct programmes to enhance employability/innovation/entrepreneurial spirit among students in collaboration with departments and cells/clubs
- Additional round of soft skills training for students shortlisted in initial phases of placement drives
- Organize more placement drives with more prospective employers
- Major step towards NEP preparedness through infrastructure augmentation, particularly the number of classrooms.
- Improve sports facilities at institution - finishing construction of UGC-funded Olympic standard swimming pool and opening it for use, increase the number of sports camps for various events (with separate camps for boys and girls)
- Enhance the reach and scope of the Community Outreach Programmes (COPS) - adoption of tribal villages, adoption of a local primary school, palliative care assistance for local families etc.
- More programmes targeted at empowering female students to teach them life skills like preparation of curios, stitching etc.
- More chapters of the parent alumni, drive to enrol former students from recently passed out batches at the tutorial and department level, mobilising alumni initiatives for infrastructure augmentation.
- Mobilise research scholars in the organisation of subject-specific topics with research potential, enhance the research output of faculty through more research papers, research grants/proposals, Research Committee to actively

engage in promoting faculty with PhD to undertake research guideship.

- Increase the number of programmes to promote and sustain gender sensitivity and neutrality
- Increase the number of academic and social outreach activities