SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

THANGAL KUNJU MUSALIAR COLLEGE OF ARTS AND SCIENCE

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Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

T. K. M. College of Arts and Science situated in Karicode, Kollam has catered to the educational needs of the historic city of Kollam, since 1965. It is a minority institution governed and managed by T. K. M. College Trust. The college was re-accredited by NAAC with 'B++' grade in 2019. We offer eleven UG programmes and six PG programmes. The college offers PhD programmes in three disciplines and there are a total of 12 research guides. Out of 74 permanent faculty members,31 are PhD holders. The college was ranked in the 45th position in the 2017 NIRF rankings by MHRD, Government of India. The PG Departments of Physics, Chemistry and Mathematics are supported by the DST-FIST scheme.

The infrastructural facilities include 45 ICT-enabled classrooms, an auditorium, seminar hall, conference room, 17 well-equipped laboratories and 5 computer labs with 180 computers exclusively for the use of students. The college library has more than 36000 books at the last count with subscription to various e-resources.

The faculty of the college take a keen interest in effective curriculum delivery with the adoption of innovative and engaging teaching practices. The emphasis is laid on rigorous academic training influenced and enhanced by a sense of belonging to the community. The extension activities of the institution are primarily centered on this spirit of social commitment espoused in the best practice Community Outreach Programmes (COPS).

The management is closely involved with the day-to-day activities of the college, collecting feedback from the various stakeholders such as students, teachers, parents, alumni. The Academic Interventions Initiative is a stellar institution-level project aimed at supplementing and amplifying the teaching-learning process.

Vision

The T. K. M. College Trust was founded by Janab Thangal Kunju Musaliar, who was popular for his entrepreneurial brilliance. Even though he had to discontinue formal education at a young age, Musaliar believed that education played a key role in moulding an individual. His vision was to lend a hand to the downtrodden in the society to climb up the social ladder, equipped with a well-rounded education. The vision of all educational institutions under the T. K. M. Trust is founded on this dream of the founder. The vision of the T. K. M. College of Arts and Science is to:

- **Pursue excellence in academic and non – academic avenues, with a sense of civic consciousness and social commitment**

Mission

The phenomenon of globalization has rendered education to be a ambivalent pursuit. On the one hand, students/future citizens cannot afford to fall behind in a rapidly advancing world and on the other hand, as education fixates on individual success and achievements, they lose their connection to society. Following in

the footsteps of the founder, the institution aims to mould citizens of tomorrow who are trained to thrive in a globalized world but at the same time retain their humanity and sense of social commitment alive. The academic and extension activities of the college are designed to achieve the mission statements listed below:

- **Promote holistic education that enhances employability and life skill development**
- **Cultivate a spirit of intellectual creativity and inquisitiveness**
- **Nurture philanthropic attitude among the various stake holders of the institution**
- **Develop the institution into an academic centre catering to diverse socio-cultural groups, especially the marginalised sections**.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- Since its establishment in 1965, the institution has been striving relentlessly to offer a wide variety of learning and research opportunities to the students based on their intellectual interests.
- This mission is spearheaded by a faculty comprising expert teachers and accomplished researchers.
- An institution with minority status, situated in a semi-rural area, catering especially to the educational needs of women.
- Highly supportive and financially stable management, intent on quality education for the upcoming generations.
- A placid green campus most conducive for teaching and learning.
- The Internal Quality Assurance Cell's prime, participative and persistent role systematise the efforts of the institution towards academic excellence.
- Research Centres in English, Chemistry and Physics.
- College implements new initiatives of the State Government including Scholar Support Programme (SSP), Additional Skill Acquisition Programme (ASAP), Walk with the Scholar (WWS Programme) and Young Innovators' Programme (YIP) that promote and enhance life skills and employability skill set.
- Provides all academic and moral support to socially challenged learners and students with learning disabilities
- The Tutorial System headed by Faculty Advisors continuously monitors and attends to all curricular and co-curricular needs of the student.
- Hostel facilities are available for students from distant areas.
- Coaching for Competitive and Civil Service Examinations offered.
- Obliging and supportive alumni spread almost all over the world.
- State of the art library facilities offering online and offline resources.
- Importance to participation in Cultural Programmes and University Youth Festivals which promote organizational presentations, leadership qualities, interpersonal communication and healthy competitive spirit.
- A dynamic and vibrant Social Service Cell (now renamed as COPS), which ensures in students' social commitments and responsibilities.
- Exceptional student support system through various cells like the ICC.
- The institution partakes in the NIRF ranking system.
- Collaborations with faculty from eminent institutions; correlation and MOUs with various agencies for academic purposes.
- DST-FIST and RUSA funded institution.

Institutional Weakness

- Majority of students from economically challenged backgrounds lack a career oriented focus.
- A general decline related to intellectual acumen is obvious in students who opt for Arts& Science courses when compared to other professional courses.
- The stipulated number of working days to complete the UG and PG courses as per the academic calendar is not always possible due to unforeseen causes.
- The burden of family responsibilities especially among girl students from minority communities adversely influences their vision of career-oriented education.
- Delay in appointing permanent staff both in the Teaching and Non-Teaching sections due to Government policies and rules.
- Delay and lack of financial support in sanctioning advanced and novel degree programmes force young aspirants to seek admissions for the same in other institutions outside the state.

Institutional Opportunity

- The unique location of the institution makes it accessible for many young aspirants, residing in and around Kollam District, to pursue higher education.
- Graduates and Postgraduates from the Arts & Science streams are equipped with multi-disciplinary skills highly valued by employers in various sectors.
- The courses and programmes offered foster skills that help them to be placed in spaces between speciality areas.
- The importance of higher education is reiterated among the marginal sections of the society.
- The institution caters to the educational needs of the minority community.
- Provides the essential skills and basic educational qualifications for future entrepreneurs of the district.
- Wholehearted support of alumni association provides higher employability chances to students.
- Postgraduate Departments to be upgraded to promote research aptitude.

Institutional Challenge

·	Unpredictable social and educational situations, emerging both at the national and state levels, lead to an immense difficulty in the CBCS syllabus-transaction within the stipulated time.

·	The disparity in curriculum offered at the Higher Secondary and the University levels.

·	The liberal valuation system followed at the Higher Secondary level leads students to form an erroneous concept of grades at the University level.

·	Students pursuing courses, not of their own choice, pose several problems to the teaching-learning process.

·	Government and University policies create impediments in admissions and appointments.

·	Limitations related to online classes tarnish the overall academic ambience.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

T. K. M. College of Arts and Science, Kollam is affiliated to the University of Kerala and thereby follows the curriculum prescribed by the latter. The college adheres to the academic calendar of the parent university; however, there is an internal mechanism in the form of the College Council and IQAC, to streamline the process of effective curriculum delivery. The college offers **11 undergraduate programmes** and **6 postgraduate programmes**.

- **BA Mathematics and Economics** programme introduced in 2020 caters to new generation industry demands as well as multidisciplinarity.

- The college follows the Choice Based Credit System (CBCS) wherein students at Undergraduate level have the option of an **Open Course** from other disciplines. All programmes offered at the UG and PG level have **Elective Courses** in the last two semesters. Students from all disciplines have to study the following common **Compulsory Courses**: Language Skills, Writings on Contemporary Issues, English Grammar and Usage, Environment Studies and Disaster Management, Writing and Presentation Skills, Readings in Literature.

- All programmes offered have a component of experiential learning in the form of **field work/internship/project**.

- During the assessment period (2016-2021), there has been a progressive rise in the number of Certificate Courses offered by the various departments. At present, the college offers **34 certificate courses** focused on enhancing employability and industry-readiness of students. **1771 students** enrolled for the various certificate courses in 2020-21.

- The **Feedback Committee** under the IQAC adopts the **360 degree** mechanism to collect and analyze responses on the teaching-learning process, curriculum/syllabus and other aspects which supplement/reinforce curriculum delivery. The feedback on the syllabus collected from various stakeholders are communicated to the parent university through faculty representations in various University bodies.

Teaching-learning and Evaluation

- The college follows the **Online Centralised Allotment** admission process, regulated by the norms dictated in the University of Kerala Acts and Statutes. The average enrollment percentage for the last five years is **above 90%**.

- The college is one of the prestigious centres of higher education as evidenced by the **high demand ratio** for all programmes.

- In the event of permanent faculty positions not being filled due to technical reasons, the Management appoints guest faculties to maintain an **optimal student-teacher ratio** that is conducive to effective

curriculum delivery and outcome attainment. All full-time teachers are engaged in mentoring activities.

- In addition to Govt. Sponsored programmes like **Walk With Scholar** and **Scholar Support Porgramme** for advanced and slow learners respectively, the college has institutional-level mechanisms such **Academic Enhancement Programmes (AEP) and Counselling Assistance and Resources for Education (CARE)** to cater to the heterogeneity in student demographics. Under the **IQAC-led Research Initiatives (IRIS)**, advanced learners are encouraged to engage with sophisticated topics for their UG/PG projects. Research methodology workshops are organised and internships arranged for students under the same initiative, to accentuate their academic vigour.

- The college has various kinds of activities at the department-level and college level to inculcate the culture of experiential and participative learning among the students: **Eye for Nature, E-Res, S-Talk, F-Talk, training in vocational subjects, peer teaching, group discussions and brainstorming sessions, industrial visits.**

- Teachers use ICT enabled tools for effective teaching-learning: **Moodle, Google Classroom, Kahoot, Quizziz, Google Meet, Zoom, Webex.**

- The **Continuous Internal Evaluation (CIE)** is primarily hinged on four matrices: **attendance, assignment, seminar presentation and internal exams.** The college has an **Internal Examination wing** exclusively dedicated to the smooth conduct of the exams and to address grievances in this regard.

- The average teaching experience of the college in the last five years is 11.68%

- **43 percent** of the full-time faculty members have **doctorate** degrees.

- The average Pass percentage for the last five years stands at **75.18%**

Research, Innovations and Extension

- The college has **three research centres** (English, Physics and Chemistry) offering PhD programmes, with 12 research guides.

- The college takes initiative in undertaking research projects and submitting research proposals for various central and state government grants.

- The college has **collaborations/MoUs** with various premier institutions in India and abroad, facilitating student exchange/internships, collaborative events to promote research. In the current year, the college has **23 MoUs** and **46 collaborations.**

- The combined research output of faculty members over the last five years amounts to **120 articles/book chapters/proceedings**. As per Web of Science data, the college has an H index of 31 and a total number of **3307** citations. The **average number of citations** is more than **15**.

- The Research Committee and IRIS coordinate to organise various **research methodology and IPR workshops/seminars.**

- In order to promote the ideology of self-reliance among the students, the college has designed various **Earn While You Learn ventures**, in collaboration with various science departments, IQAC, EDC and IEDC, such as aquaponics unit, maintenance of aviary, fish feed culture, cage culture, LED bulb recycling, soap making.

- The Extension Activities of the college not only promote holistic development of the students but also serve the purpose of sensitising the students to various social issues and the importance of community engagement. The chief extension activities of the college are undertaken under the banner of **Community Outreach Programmes (COPS)**. For its various initiatives, the college has received more than **100 awards/recognition**.

Infrastructure and Learning Resources

- The college/management ensures adequate infrastructure and physical facilities for teaching-learning. There are a total of **45 classrooms**, **17 Science laboratories, 5 computer labs, and 1 digital library.**

- There is a **separate budget head** allocating financial resources for annual infrastructure augmentation. Over the past five years, the institution has channelised an average amount of **41.01 lakhs** towards augmentation and maintenance of physical facilities.

- **180 computers** are available exclusively for the use of students which guarantees a student computer-ratio of **10:1**.

- **All 45 classrooms are ICT-enabled.**

- The college has adequate infrastructure for **hosting sports and cultural activities -** auditorium, seminar hall, conference hall, badminton court, basketball court, volleyball court, playground, gymnasium, swimming pool, indoor facility for table tennis.

- The institution has a **50 Mbps** BSNL leased line ensuring high speed internet facility.

- The college library is automated with **KOHA ILMS**; the cloud-based Web **OPAC** facility provides r**emote access** to a wide array of virtual resources. NList subscription provides access to around **6000 e-journals** and **32 lakh e-books**.

- The college library houses **36055** textbooks, **2324** reference books, **62** journals.

- New infrastructure requirements and annual maintenance of existing facilities are done under the supervision of the **Infrastructure Monitoring and Development Committee.**

Student Support and Progression

- On an average, **more than 70 percentage** students benefit from scholarships and freeships provided by the government and **7** percentage of students from non-governmental bodies.

- **Capacity Enhancement and Skill Enhancement Programs** are organised regulary at the college/department level. These programmes pay special attention to address topics/skills which enhance industry-readiness and employability of students.

- The college gives special focus on **coaching for competitive examinations, career counselling, soft skill development, remedial teaching, and bridge courses.**

- The various interventions undertaken at the institution-level to supplement student readiness in pursing higher education prospects is reflected in **student progression data**. Over the past years, on an average, **30 percent** of our outgoing students progress into higher education.

- The institution has an effective **grievance redressal mechanism** displayed on college bulletin boards and college website.

- Student representation and involvement in college-level activities is primarily done through the **Students' Union Executive Committee**. In addition to this, all statutory bodies such as ICC, OBC Cell, Minority Cell, Anti-Narcotic Cell, Anti-Ragging Cell, Committee for SC/ST and Students' Grievance Redressal Cell have student representation and engagement.

- The various chapters of the alumni are involved in **academic, administrative and community outreach programmes** of the college.

Governance, Leadership and Management

- After the last cycle of assessment, the IQAC prepared a **Strategic (Five Year) Plan** for centralised quality enhancement policies. These policies are then implemented in a decentralised and participatory manner represented in the **Organogram**.

- The IQAC has organised an **average of ten professional development/administrative** programmes over the last five years for teaching and non-teaching staff.

- The college/IQAC has a policy of providing **monetary incentives** for faculties attending seminars/workshops/conferences/Faculty Development Programmes.

- **E-governance measures** are adopted periodically to improve efficacy of functioning in the following areas: administration, accounts, Continuous Internal Evaluation, and library.

- The management not only implements all government-dictated measures for the welfare of the staff but also adopts **institution-level initiatives to ensure a friendly and harmonious workplace.**

- In order to ensure the smooth and efficient functioning of the institution, the college has **various redressal mechanisms** in place, the details of which are displayed in the college notice boards and the

college website.

- The institution has a **360 degree performance appraisal system** co-ordinated and regularly reviewed by the IQAC. **Annual Academic and Administrative Audits** are conducted under the aegis of the IQAC.

- One of the chief IQAC-led responses towards the implementation of the Strategic Plan was the **Academic Interventions Initiatives (AII)** which includes the Digital Initiatives of the college, 360 degree feedback and appraisal systems, other institution-level initiatives to directly supplement the teaching-learning process.

Institutional Values and Best Practices

- During the assessment period, the institution has two best practices: **Academic Interventions Initiatives (AII) and Community Outreach Programmes (COPS)**. These practices embody the vision and mission of the college to pursue excellence in academic and non-academic avenues with a sense of civic consciousness and social commitment.

- The institution has a vibrantly active **Mithra Women's Cell** and **Women's Studies Unit** organizing awareness programmes, training sessions and legal orientation programmes.

- The **Green Campus** initiatives not only encompass the implementation of **Green Protoco**l inside the college premises but also include student and faculty intervention in **Shuchitwa Mission** and **Swachatha hi Seva campaigns** by the state and central governments respectively.

- As part of the Green Protocol, **green and energy audits** are conducted annually. There are proper mechanisms for s**olid and liquid waste disposal, e-waste management** and **water recycling**.

- The college takes regular measures to render the campus and its operations **disabled-friendly**, such as ramps/lifts for easy access to classrooms, divyangjan friendly washrooms, signage, and human assistance.

- **Commemorative days' observances** are diligently conducted in order to promote diverse sets of values among the teachers and students, such as national integrity, inclusiveness, gender sensitivity, constitutional obligations to name a few.

- The college has published separate **code of conduct handbooks** for students, teaching and non-teaching staff. Ethical and disciplinary issues within the purview of the college campus are monitored by **the Code of Conduct and Ethics Monitoring Committee**.

- The institution aims at moulding her students into responsible adults through **The Good Citizen Project**, which has a three-pronged approach: pursuing academic excellence, inculcating social responsibility and commitment, and evolution of an absolutely 'green' campus.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	THANGAL KUNJU MUSALIAR COLLEGE OF ARTS AND SCIENCE
Address	TKM College Post Office, Karicode, Kollam
City	Kollam
State	Kerala
Pin	691005
Website	www.tkmcas.ac.in

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Principal(in-charge)	Chithra Gopinath	0474-2712240	9446641817	0474-271181 7	tkmarts@gmail.co m
IQAC / CIQA coordinator	Sumalekshmy S	0471-2731144	7561098774	0747-271181 7	sumees@gmail.co m

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	Yes Minority Certificate.pdf
If Yes, Specify minority status	
Religious	yes
Linguistic	
Any Other	

Establishment Details	
Date of establishment of the college	01-01-1965

University to which the college is affiliated/ or which governs the college (if it is a constituent college)		
State	**University name**	**Document**
Kerala	University of Kerala	View Document

Details of UGC recognition		
Under Section	**Date**	**View Document**
2f of UGC	08-09-1986	View Document
12B of UGC	08-09-1986	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	**Recognition/Approval details Institution/Department programme**	**Day,Month and year(dd-mm-yyyy)**	**Validity in months**	**Remarks**
No contents				

Details of autonomy	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	**Address**	**Location***	**Campus Area in Acres**	**Built up Area in sq.mts.**
Main campus area	TKM College Post Office, Karicode, Kollam	Rural	12.667	29154

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	**Name of Programme/Course**	**Duration in Months**	**Entry Qualification**	**Medium of Instruction**	**Sanctioned Strength**	**No.of Students Admitted**
UG	BSc,Chemistry	36	Plus two	English	42	39
UG	BSc,Biochemistry	36	Plus two	English	31	29
UG	BSc,Mathematics	36	Plus two	English	52	44
UG	BSc,Physics	36	Plus two	English	43	43
UG	BA,English	36	Plus two	English	68	68
UG	BCom,Commerce	36	Plus two	English	67	67
UG	BCom,Commerce	36	Plus two	English	62	61
UG	BSc,Botany	36	Plus two	English	43	43
UG	BSc,Zoology	36	Plus two	English	42	42
UG	BA,Islamic History	36	Plus two	English	60	53

UG	BA,Economics With Mathematics	36	Plus two	English	50	43
PG	MSc,Chemistry	24	UG	English	16	16
PG	MSc,Biochemistry	24	UG	English	16	16
PG	MSc,Mathematics	24	UG	English	25	25
PG	MSc,Physics	24	UG	English	15	15
PG	MA,English	24	UG	English	20	20
PG	MCom,Commerce	24	UG	English	26	26
Doctoral (Ph.D)	PhD or DPhil,Chemistry	60	PG	English	3	3
Doctoral (Ph.D)	PhD or DPhil,Physics	60	PG	English	2	2
Doctoral (Ph.D)	PhD or DPhil,English	60	PG	English	1	0

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0				0				63
Recruited	0	0	0	0	0	0	0	0	19	29	0	48
Yet to Recruit				0				0				15
Sanctioned by the Management/Society or Other Authorized Bodies				0				0				26
Recruited	0	0	0	0	0	0	0	0	5	21	0	26
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				33
Recruited	11	7	0	18
Yet to Recruit				15
Sanctioned by the Management/Society or Other Authorized Bodies				20
Recruited	11	9	0	20
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	10	12	0	22
M.Phil.	0	0	0	0	0	0	3	3	0	6
PG	0	0	0	0	0	0	6	14	0	20

Temporary Teachers										
Highest Qualificatio n	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	3	7	0	10
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	2	14	0	16

Part Time Teachers										
Highest Qualificatio n	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	154	2	0	0	156
	Female	374	2	0	0	376
	Others	0	0	0	0	0
PG	Male	3	0	0	0	3
	Female	115	0	0	0	115
	Others	0	0	0	0	0
Doctoral (Ph.D)	Male	2	0	0	0	2
	Female	3	0	0	0	3
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	33	35	34	29
	Female	47	50	56	58
	Others	0	0	0	0
ST	Male	0	0	1	1
	Female	0	0	0	1
	Others	0	0	0	0
OBC	Male	30	17	23	24
	Female	121	134	135	115
	Others	0	0	0	0
General	Male	45	45	43	35
	Female	184	187	203	209
	Others	0	0	0	0
Others	Male	59	53	65	51
	Female	77	82	77	81
	Others	0	0	0	0
Total		596	603	637	604

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	Affiliated to the University of Kerala, TKM College of Arts and Science is strictly bound to adhere to the academic approaches of the University. Moreover, the college has not yet been granted autonomous status. However, the institution is always keen to quickly adapt to the shifts in the university's approach and to the fast-changes that take place in the field of education. Hence, in spite of the aforesaid constraints, the institution has managed to develop an interdisciplinary / multidisciplinary academic approach. The revised curriculum of the university is a remarkable move towards integration of humanities and science. Hence, science students are offered courses to enable them with professional language

skills and make them aware of contemporary socio-political 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.

2. 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.
3. 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.
4. 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.
5. 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.
6. 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 Program

1.1

Number of courses offered by the Institution across all programs during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
135	134	134	138	122

File Description	Document
Institutional data prescribed format	View Document

1.2

Number of programs offered year-wise for last five years

2020-21	2019-20	2018-19	2017-18	2016-17
18	17	17	17	17

2 Students

2.1

Number of students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1780	1735	1746	1667	1603

File Description	Document
Institutional data in prescribed format	View Document

2.2

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
411	377	391	377	384

File Description	Document
Institutional data in prescribed format	View Document

2.3

Number of outgoing / final year students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
552	567	567	488	469

File Description	Document
Institutional data in prescribed format	View Document

3 Teachers

3.1

Number of full time teachers year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
74	69	69	68	67

File Description	Document
Institutional data in prescribed format	View Document

3.2

Number of sanctioned posts year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
74	69	69	68	67

File Description	Document
Institutional data in prescribed format	View Document

4 Institution

4.1

Total number of classrooms and seminar halls

04-05-2022 02:12:21

Response: 47

4.2

Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
183.64	214.37	139.84	108.03	163.70

4.3

Number of Computers

Response: 180

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

Effective Curriculum Delivery

Affiliated to the University of Kerala, TKM College of Arts and Science adheres to the curriculum designed by the university, and has implemented **Choice Based Credit System (CBCS)** for all the programmes it offers. The programmes and courses are designed with specific **Programme Outcomes (POs)**, **Programme Specific Outcomes (PSOs)**, and **Course Outcomes (COs)** for the effective delivery of the curriculum.

Planning and Implementation of the Curriculum

- 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.
- Information regarding the programmes and courses offered, **POs, PSOs**, **COs**, **syllabi**, **assessment** and **model question papers** are uploaded in the website.
- A vibrant **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.
- **College Council** ensures a transparent internal evaluation mechanism that includes internal examinations and submission of assignments/seminars. The college also has **separate wings** for the conduct of **internal and external examinations**.
- An effective **feedback system** works at college to analyze the relevance of the syllabus, curriculum delivery, and the facilities provided from various stakeholders. 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 in the **Teacher's Diary,** 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, under the supervision of IQAC.
- **Bridge courses** offered for all first semester students to ease the transition from higher secondary education to graduate-level programmes.
- The college actively undertakes various mentoring programmes instituted by the Directorate of Higher Education, Government of Kerala, such as **Walk with A Scholar (WWS)**, **Scholar Support Programme(SSP).**
- In order to enhance and supplement curriculum delivery, the college availed the use of **Look Campus (Campus Genie) LMS** and later upgraded to **Campus Technology software**. The college has been selected to implement **DigiCol, a digital platform for the digital enablement of colleges in Kerala**, by **KSHEC**, Govt. of Kerala.

- Well-equipped library with **OPAC** facility provides online access to **N-LIST, NDL**, other e-resources and 35000 volumes of printed books. Subscription to more than 110 printed periodicals including research journals and magazines.
- Regular **PTA meetings** to monitor the performance of students.
- Academic outreach programmes, field trips, industrial visits, projects and dissertations at the UG and PG levels help develop creative and analytical capabilities of students.
- The institution facilitates visits to nationally acclaimed research institutes as part of motivational programmes to inculcate research aptitude in advanced learners and inspire them to pursue quality research.

File Description	Document
Upload Additional information	View Document
Link for Additional information	View Document

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

Response:

Adherence to the Academic Calendar

The institution, which is affiliated to the University of Kerala, has to closely adhere to the academic calendar of the University.

- The **College Council** in association with the **IQAC** prepares an **institutional academic calendar** compatible with the **University academic calendar**. This customised academic calendar leaves room for extension/extra-curricular activities organised at the institutional level.
- **Master timetable** of the institution and the **departmental timetables** ensure adherence to academic calendar and completion of portions in a timely manner.
- Theory and practical classes, teaching schedule and plans, departmental action plans are designed in view of the academic calendar.
- The **College Council** supervises the effective implementation of the academic calendar and leaves room for flexibility/rescheduling in the event of contingencies like natural disasters, strikes, hartals.

Conduct of the CIE

The Continuous Internal Evaluation (CIE) followed is as mandated by **the Choice Based Credit and Semester System (CBCSS)** of the University.

- An **induction programme for the first semester students and the parents** is conducted before the commencement of the classes to introduce the **academic calendar**, **CBCSS, its assessment, continuous evaluation process, end semester evaluation, attendance, introduction of the clubs and open courses, and the college policies** in general.
- **Bridge Courses** conducted by individual departments aim to bridge the gap between higher secondary education and graduate programmes. The College Council mandates the completion of

(at least) 10 hours in the delivery of the Bridge Course.
- The **Continuous Internal Evaluation** is done based on four main criteria listed below

- Attendance (5 marks)
- Assignment submission and seminar presentation (5 marks)
- Internal Examination (10 marks)

- **Internal Examination Wing** of the College, under the supervision of a faculty member as the Chief, monitors the conduct of internal examinations.
- Setting of question papers, allotment of examination halls, distribution of answer booklets with the college logo, assigning invigilation duties for internal examinations are done with the same diligence as that of University examinations.
- **College-level internal examination squad** strictly prohibits any unfair means of practice among the students.
- The results of internal examination are published in a time-bound manner on department notice-boards; students are given one week to appeal for revaluation.
- The conduct of Continuous Internal Evaluation in the college is transparent and the mentors/tutors/course co-ordinators of the respective batches address the grievances of students, if any, on issues regarding evaluation.
- The attendance of the students is promptly recorded in the LMS of the institution and attendance registers maintained by individual course co-oridnators in all departments. The students can view attendance status reports through their login interface on the LMS.
- Re-test is conducted for the students who are unable to attend the internal examinations due to exigent circumstances.
- The semester-wise consolidated mark sheet of each batch is meticulously verified by respective HoDs, Coordinator of CBCSS and the Principal. The verified mark sheets are uploaded to the University website within the stipulated time.
- Before uploading to the online portals of the University and the college, the consolidated mark sheets are also displayed on the department notice boards.

File Description	Document
Upload Additional information	[View Document](#)
Link for Additional information	[View Document](#)

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 last five years

1. **Academic council/BoS of Affiliating university**
2. **Setting of question papers for UG/PG programs**
3. **Design and Development of Curriculum for Add on/ certificate/ Diploma Courses**
4. **Assessment /evaluation process of the affiliating University**

Response: A. All of the above

File Description	Document
Institutional data in prescribed format	View Document
Details of participation of teachers in various bodies/activities provided as a response to the metric	View Document
Any additional information	View Document
Link for Additional information	View Document

1.2 Academic Flexibility

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

Response: 94.44

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

Response: 17

File Description	Document
Minutes of relevant Academic Council/ BOS meetings	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document
Link for Additional information	View Document

1.2.2 Number of Add on /Certificate programs offered during the last five years

Response: 83

1.2.2.1 **How many Add on /Certificate programs are offered within the last 5 years.**

2020-21	2019-20	2018-19	2017-18	2016-17
34	27	14	4	4

File Description	Document
List of Add on /Certificate programs	[View Document](#)
Brochure or any other document relating to Add on /Certificate programs	[View Document](#)
Any additional information	[View Document](#)
Link for Additional information	[View Document](#)

1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years

Response: 45.31

1.2.3.1 **Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
1771	1337	670	92	98

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	[View Document](#)
Any additional information	[View Document](#)

1.3 Curriculum Enrichment

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

Response:

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* (Semester 1) and *Environmental Studies and Disaster Management* (Semester 2), offered to all the UG students in the college exclusively deals with **Human Rights**, **Environment and Sustainability,** and **Gender.** Apart from the inclusion of such modules in the curriculum, the college practically instills these values by conducting seminars, extension activities, outreach programmes, day observances, campaigns, workshops, camps, debates, club activities and association programmes.

Gender

- **Exclusive course on gender** titled *Gender Studies* prescribed at graduation level.
- Regular programmes by **Women Studies Unit and MITHRA Women Cell** students for promoting gender equity and equality among students
- **Week-long training programmes** on fabric painting, glass painting, churidar designing, flower making, pot painting and craft work for empowering women, webinars to promote **Young Women Entrepreneurs,** and **Karate training** for self defense.
- **Gender Sensitization** programme by **Human Rights Forum**, film fest on **women empowerment,** and **Poshan Pakhwada 2021**

Environment and Sustainability

- Exclusive courses on **Environment and Sustainability** offered by various departments covering many modules dealing with **ecology and ecosystems**, **biodiversity** and its conservation, **sustainable development**, **natural resources** and its conservation, **Industry and environment** , **waste management , human population and environment, environment and human health, Environmental pollution, Environmental Legislations, Environmental Organizations, Disaster management, Phytogeography, 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.
- Declared as **Haritha Campus** (**Haritha Keralam Mission** initiative) by the Government of Kerala. **Organic farming** in the campus, and **'Ecosystem Restoration'** in association with **Nanma Maram Global Foundation.**
- Planted 2000 saplings as part of **Pachathuruthu,** 250 fruit trees for developing nursery**, and Plant Bionomical Identification Service** in collaboration with DTPC Kollam
- Annual observance of **World Wetland Day, World Environment Day**, **World Ozone Day**, **World Coconut Day, World Oceans Day**, and **World Forest Day** sponsored by **KSCSTE** and **KFWD so as to develop environmental consciousness among students.**
- **Survey on Water Harvesting and Waste Management,** training programmes on **LED Recycling**, and **Solar energy** usage.

Human Rights, Values and Professional Ethics

- Utmost emphasis to empathize with the weaker sections of society, and ensures **equality** and **equity**.
- Modules offered specific to **human rights**, **rights to life**, **freedom, equality, justice, protection against discrimination, abuse of power and torture.**
- Observance of **Human Rights Day, World Humanitarian Day, Vayogana Dinam (Old Age Day),** and **World Cancer Day.**
- Due importance to professional ethics, cyber ethics, research ethics and social ethics in the syllabus.

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

1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

Response: 51.21

1.3.2.1 **Number of courses that include experiential learning through project work/field work/internship year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
67	68	69	68	67

File Description	Document
Programme / Curriculum/ Syllabus of the courses	View Document
MoU's with relevant organizations for these courses, if any Average percentage of courses that include experiential learning through project work/field work/internship	View Document
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View Document
Any additional information	View Document

1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year

Response: 78.37

1.3.3.1 **Number of students undertaking project work/field work / internships**

Response: 1395

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

1.4 Feedback System

1.4.1 *Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni*

Response: A. All of the above

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

1.4.2 Feedback process of the Institution may be classified as follows: Options:

1. **Feedback collected, analysed and action taken and feedback available on website**
2. **Feedback collected, analysed and action has been taken**
3. **Feedback collected and analysed**
4. **Feedback collected**
5. **Feedback not collected**

Response: A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document
Upload any additional information	View Document
URL for feedback report	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 97.75

2.1.1.1 **Number of students admitted year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
650	604	637	603	596

2.1.1.2 **Number of sanctioned seats year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
677	623	640	609	613

File Description	Document
Institutional data in prescribed format	[View Document]
Any additional information	[View Document]

2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

Response: 90.4

2.1.2.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
375	343	357	340	339

File Description	Document
Average percentage of seats filled against seats reserved	[View Document]
Any additional information	[View Document]

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students and organises special Programmes for advanced learners and slow learners

Response:

The institution caters to students from diverse socio-economic and educational backgrounds and hence the initial focus, post completion of admission procedures, is to identify the varying learning levels and comprehension skills among students. Thorough and systematic assessment procedures are adopted for the same and extensive initiatives are devised for the advanced and slow learners thus identified.

Assessment of Learning Levels

- Programme wise bridge course is offered to students wherein ice breaking sessions and interactive discussions are initiated along with logical reasoning exercises.
- Tutors and mentors assess the learning levels of students based on their interaction with them.
- Participation and problem-solving abilities in the classroom are taken into account.

Based on the aforementioned criteria and performance in qualifying examinations, students are identified as advanced learners and slow learners.

Initiatives for Advanced Learners

- **Walk with a Scholar (WWS)** is an initiative in Higher Education by the Directorate of Collegiate Education, Government of Kerala which focuses on the holistic development of selected advanced learners; internal and external mentoring sessions are offered to provide motivation and guidance.
- They are given opportunities to interact with well-known academicians and scientists via lecture series, workshops, national and international conferences organised under **Academic Enhancement Programme (AEP).**
- **Speaker's Forum:** Training in public speaking and soft skills are given to advanced learners and they represent the college in mock parliament and inter-collegiate competitions.
- They are motivated to work on advanced level research projects for their PG dissertation and **IRIS(IQAC led Research Initiatives)** organises research methodology workshops and internships to facilitate the same.
- Assistance is given to PG level students to prepare for **UGC** and **CSIR NET**. UG students are given training to clear PG entrance exams to various state and central university departments.
- Advanced learners from various science departments are identified and delegated the task of mentoring school students through platforms like **Sasthrapadam** and **Shasthrajalakam**.
- They also are given the role of **'peer tutors'** and group learning sessions are encouraged.
- **Young Innovator's Programme (YIP)** is a flagship programme under K-DISC to promote a culture of innovation among the youth in Kerala. Advanced learners from the college participate and fare well in the annual YIP Challenge.
- They are also given training in ICT Skills to improve their employability opportunity by **ICT Academy of Kerala**.
- They are given **scholarships and merit awards**.

- **Kerala State Civil Service Academy**, Kollam Centre that functions at college offers coaching to civil service aspirants.
- **NPTEL SWAYAM** local chapter at college encourages advanced learners to engage in sessions offered by faculties from IITs/IIMs.

Initiatives for Slow Learners

- **Scholar Support Programme (SSP)** is an initiative in Higher Education by the Directorate of Collegiate Education, Government of Kerala which focuses on enabling slow learners to overcome their academic weakness.
- **CARE (Counselling Assistance and Resources for Education)** is a programme instituted at college level for the academic upliftment of slow learners under which they are given special lab sessions, mock tests, additional learning materials and question paper discussions.
- **Remedial Classes** are arranged to meet the specific needs of students.

File Description	Document
Upload any additional information	[View Document](#)
Past link for additional Information	[View Document](#)

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

Response: 24.05

File Description	Document
Any additional information	[View Document](#)

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

Response:

The learning environment, with the adoption of Outcome Based Education (OBE), has shifted from being teacher-centric to student-centric. Hence, in addition to the conventional lecture method, importance is being given to self learning which includes experiential and participative learning methods.

Experiential Learning

- **Eye for Nature** under the aegis of the Department of Botany in association with Environmental Club, Nature Club and Sasthrapadam conducts visits to various ecologically diverse and fragile zones in and around Kollam and organises nature camps.
- **E-Res (Ecosystem Restoration):** Joint venture of the Departments of Botany and Zoology, Nature

Club, Environmental Club and NSS which focuses on sapling donation and planting of the same in and near college, maintenance of vegetable and medicinal gardens, organic farming and paddy farming on a leased land close to college.

- **S-Talk (Student Talk)** and **F-Talk (Faculty Talk)** conducted by the Department of Mathematics to make the teaching learning process interactive and participative.
- **Industrial Visits** to premier institutions and research labs to familiarise students with high end lab facilities and equipment.
- **Hands-on Training Sessions** by various science departments, including **ExpEyes** – hardware and software framework for developing and demonstrating Science and Engineering experiments in class rooms – LED recycling, soap and sanitizer making.
- **Virtual Labs** for the Departments of Physics, Chemistry and Biochemistry as an alternative to physical labs to enable students during the time of COVID 19 pandemic.
- **Training on archaeological field techniques** offered by the Department of Islamic History.
- Poetry workshops, preparation and publication of newsletter, **Outspoken**, attending lit fests and cultural fests facilitated by Literary Club and Media Club in association with the Department of English.
- Commerce Expo named **Wystawa 2020**, sessions on budget evaluation, attending National HR conclaves and Annual IEDC Summits as part of enhancing entrepreneurial skills of students at the Department of Commerce.

Participative Learning

- **The Golden Pen Award** instituted by the Department of English to encourage creative writing among students.
- **Read a Book:** Bookreview gatherings organised under the aegis of College Library.
- **Group discussions, debates and quizzes** are conducted on a regular basis and active student participation is ensured.
- **Blood grouping campaign** by the Department of Biochemistry, undertaken by the UG and PG students of the department under the supervision of the faculty members.
- **Peer teaching and group learning** are encouraged by all departments; **PAL (Peer Assisted Learning) –** final year PG students of the Department of Mathematics conduct tutoring sessions for first year PG students of the department to promote the 'to teach is to learn twice' motto among students.
- Training in vocational subjects like **aviary management, organic farming, maintaining aquariums and terrariums, vegetable gardening** etc. augment the learning experience and also fortify the 'earn while you learn' policy adopted by the college.
- Nominating students to **manage academic meetings** of department associations, **discussion forums**, etc. also provide a participative and a problem-solving platform to students for enhancing the learning experience.
- **Research paper presentations** at the Regional and National Levels – individual and joint presentations with classmates – enrich the knowledge base of students.

File Description	Document
Upload any additional information	[View Document](#)
Link for additional information	[View Document](#)

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

Response:

Teaching learning process has been impacted positively ever since the advent of ICT. The best part of the same is that students are equally proficient, if not more, in technology driven learning. The use of ICT facilitates blended learning and promotes self learning and information assimilation. To keep abreast with the changes, the college conducts hands-on training to faculty members on MOODLE and other Learning Management Systems. The institution supports and promotes e-learning and following are the ICT enabled tools that further learner-centred teaching practices:

- High speed internet facility of 50mbps is ensured to students and an **overall ratio of ten students percomputer** is maintained.
- Students are familiarized with **data plotting softwares and programs** like **Python**, **GNUPLOT** and **ROOT** by the Department of Physics. Initiatives are also taken by the department to give working knowledge of **Geant4** and **Garfield++ – software toolkits for particle simulation –** to aid in better understanding of high energy physics or particle physics.
- Data analysis and interpretation using **R** and the optimal use of **Jamovi 2.0** for statistical data interpretation by the Department of Commerce.
- **Geogebra – a dynamic mathematics software** – is put into use for teaching learning process by the Department of Mathematics and along with the Department of Physics they make use of **Octave** for **linear and nonlinear computations**.
- **LaTeX** as a **typesetting software** is extensively used by faculty and students of the Departments of Maths, Physics and Commerce.
- Institution is a recognized local chapter of **SWAYAM-NPTEL – National Programme on Technology Enhanced e-learning** since 2019.
- **Virtual Lab** facility for students in science disciplines as the institution is a part of the Virtual Labs Nodal Center Program, an initiative of National Mission on Education-ICT, MHRD. It is a **Nodal Centre of Virtual Lab** and works in close association with the virtual lab team of Amritha Vishwa Vidyapeetham.
- 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.
- Institution is a **premium member of the ICT Academy of Kerala** and gives free training on IT skills to students.
- The institution has a fully automated library that provides access to 6,000 e-journals and over 30,00,000 e-books through **N-List** and a college component of **e-ShodhSindhu**. Moreover, the central library provides **Web OPAC** facility, enabling remote access to library catalogue.
- College also has a state-of-the-art **digital library** with 13 computers and a **virtual library** with links to university syllabus, textbooks, question-banks, e-PG Pathshala, SWAYAM MOOC courses and Shodhganga.
- Institution has a **G-Suite** (Google Workspace) account and faculty can avail the services through college domain id. Online classes are conducted through **Google Meet** and **Google Classrooms** are extensively used for sharing materials, online examination and assignment submission.
- **Learning Management System (LMS)** provided by Campus Genie and now by Campus Technology renders facilities for hosting online live classes and ensures access to additional educational resources. The institution also has **DigiCol access** with a Digital LMS MOODLE as

part of the *Let's Go Digital* Scheme of the Government of Kerala.

- Online lectures are uploaded in **YouTube** and apps like **Kahoot** and **Quizizz** are used for online quizzes.

File Description	Document
Upload any additional information	[View Document](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	[View Document](#)

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

Response: 37.08

2.3.3.1 Number of mentors

Response: 48

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	[View Document](#)
mentor/mentee ratio	[View Document](#)
Circulars pertaining to assigning mentors to mentees	[View Document](#)

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 100

File Description	Document
Year wise full time teachers and sanctioned posts for 5years(Data Template)	[View Document](#)
List of the faculty members authenticated by the Head of HEI	[View Document](#)

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 43.54

2.4.2.1 **Number of full time teachers with *Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.* year wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
31	31	30	30	29

File Description	Document
List of number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. and number of full time teachers for 5 years (Data Template)	[View Document](#)
Any additional information	[View Document](#)

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

Response: 11.68

2.4.3.1 **Total experience of full-time teachers**

Response: 864.5

File Description	Document
List of Teachers including their PAN, designation, dept and experience details(Data Template)	[View Document](#)
Any additional information	[View Document](#)

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

Response:

The college uses various methods to ensure transparency and fairness in implementation of the Continuous Internal Evaluation as prescribed by the University of Kerala. Apart from internal examinations conducted in a centralized manner, class participation and attendance, seminar and assignments are given weightage while assessing a student.

Basic Knowledge of the System

- The Principal and the CBCSS Co-ordinator inform the parents as well as students about the rules

and regulations of the affiliating university, examinations, evaluation process etc. in the induction meeting.
- During the Bridge Course, faculty members give students more information regarding examination pattern, weightage, extension activities etc.
- After the completion of admission process, each student is given a handbook containing the details of the scheme, syllabus, pattern of examination etc. for each programme.
- The department notice boards also display the terms of internal evaluation.

Centralised Internal Examination Wing

- Question paper setting, conduct of internal examination, valuation of answer scripts, assignment of invigilation duty and other works connected to Continuous Internal Evaluation is co-ordinated by the Examination Wing under the supervision of Chief of Internal Examination.
- Seating patterns, distribution of students belonging to different departments in various halls, and overall arrangement are systematically monitored by the Internal Examination Wing.

Internal Exam Squad

- An internal examination squad is also working for the effective conduct of internal examinations.
- The squad inspects cases of malpractice and metes out disciplinary action as deemed necessary.
- All examination halls are under CCTV surveillance to monitor the smooth conduct of exams.

Re-Tests

- 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.

Seminars and Assignments

- The curriculum prescribed by the University guarantees participative learning in the form of seminar presentations.
- The seminar presentations prompt students to consolidate additional information from

internet sources available in the college library and other reference text books and it also familiarizes the students with various audio-visual aids such as overhead projectors, charts and flashcards.

- Seminars via Google Meet utilizing the option to Screen Share prepared slides facilitates online assessment.
- Assignments are encouraged to be submitted online; Google Classrooms are created for the same.

Monthly Attendance

- The student's daily attendance is recorded and monitored. Class tutors keep a track of attendance progress of students and those with a low percentage of attendance are pre-informed.

Timely Valuation and Review

- Timebound evaluation and distribution of answer scripts are ensured by the institution.
- PTA meetings of parents and teachers discussing the performance of their wards are conducted

Complaint Boxes and Grievance Redressal

- Complaint boxes placed at convenient junctions of the campus are easily accessible to the students.
- 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.

Uploading Internal Marks

- The consolidated internal mark sheet is finally uploaded to the university via internal marks portal after student verification, lecturer level verification, HOD verification and Principal verification.

File Description	Document
Any additional information	View Document
Link for additional information	View Document

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

Response:

The institution has a transparent and well-structured grievance redressal system to address exam related grievances, both internal as well as University exams. University exam grievance cell and Internal Exam Grievance cell is in place at the college and faculty members in the cell, resolve the complaints that are lodged by the students. But even before a complaint is formally made to the Grievance cell, a three-tier mechanism is in place to resolve the matter at the root level.

- **Paper Coordinator**: Every teacher is assigned with the duty of paper coordination and any grievance related to the valuation, tabulation or distribution of marks for seminars and assignments are first addressed to the concerned paper coordinator. Most of the grievances are redressed in the teacher level itself.
- **Class Tutor and Mentor**: Class tutor plays a significant bridging role between the student and the teacher coordinating a paper. An efficient tutorial system is in place in all departments and so is an effective mentor-mentee system; any grievance related to exams when addressed to the tutor or mentor can effectively be redressed. Suggestions like resubmission of assignments to improve the grade are made by the tutor.
- **Head of the Department**: If a grievance is left unresolved at the tutor level it is put forth in a departmental meeting headed by the Head of the Department. If the grievance still persists, it will be forwarded to the grievance redressal cell of the institution.

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. It is only after

student verification that the marks are entered in the University examination portal and after consolidation of semester marks, the consolidated marklist is again verified by students to rule out any errors.

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. The discussion of question papers helps every student to understand how to answer a question effectively and make it impressive. Thus, a proper analysis of each internal exam helps them to become better learners. 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

Complaint Boxes

Complaint boxes are lodged at various places in the institution by the grievance redressal cell and are easily accessible to the students. Link for submitting grievances is given in the college website as well.

File Description	Document
Any additional information	[View Document](#)
Link for additional information	[View Document](#)

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.

Response:

Programme Outcomes (POs), Programmes Specific Outcomes (PSOs) and Course Outcomes (COs) are the basic array of concepts set for assessing the knowledge and skills acquired by the students on successful completion of a specific course/programme and are therefore integral components of OBE (Outcome Based Education).The institution follows the syllabus prescribed by the University of Kerala for all its Undergraduate and Postgraduate courses, and the course outcomes as framed by the University is in tune with the graduate attributes identified by UGC. University of Kerala has a Board of Studies for each programme and they have the final say in revising the set of POs, PSOs and COs periodically.

Information Dissemination regarding POs, COs and PSOs

- The College website furnishes POs, PSOs and COs of every programme/ course offered by it. They are prepared by IQAC and teachers of every department in consultation with experts.
- POs and PSOs are displayed in department notice boards to make the students acquainted and familiarized with them.
- Workshops are conducted by the institution in association with TLC and other resource persons to familiarize faculty members with OBE.
- List of action verbs as per Bloom's Taxonomy is introduced to faculty members and they are

instructed to employ the same while preparing internal examination question papers in order to test the cognition levels of students.

- A brief introduction of PO and PSOs are given to UG and PG students at department level and paper coordinators discuss COs with students and the same is reviewed at the completion of the course.
- The College Handbook/Calendar also delineates the expected level of intellectual attainment at the completion of a programme. A copy of the handbook is given to all the students who have enrolled for a programme.
- Tutors and mentors are to ensure that each student has a fair idea about the syllabus, POs, PSOs and COs.
- The various assessment tools for measuring Course Outcomes include – centralized internal examinations, tutorials, assignments, project works, seminars/presentations etc.
- Target level attainment is fixed based on the performance in previous years' University exams and progression.
- The educational objective of the programme is measured through annual employer feedback, alumni feedback on syllabus, students' and teachers' feedback on syllabus, placement records etc.
- Feedback on the attainment of PSOs and POs during COVID crisis 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	Document
Upload COs for all Programmes (exemplars from Glossary)	[View Document](#)
Past link for Additional information	[View Document](#)

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

Response:

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

Attainment of Outcome

IQAC of the institution is a key force in guiding the teaching community in guaranteeing the introduction and implementation of outcome-based teaching and learning. As TKMCAS is affiliated to the University of Kerala, the institution is bound by the norms stipulated in this regard by the latter. In compliance with the affiliated University's norms, the IQAC not only ensures the enumeration of PO/PSO/COs of all UG and PG programmes and courses but also the implementation of innovative ways for outcome attainment and mapping.

College has devised an exclusive Internal Assessment Policy which serves as the foundation for all outcome-based teaching and learning. It prescribes a two-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. A total of 761 students have, over a period of five years, gone for higher education from various departments of the college. It forms a consolidated total of 28.70% and proof of progression details regarding the same is collected and consolidated at each department.

Periodic Assessment

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

The IQAC co-ordinates with the Internal Examination Wing for the smooth conduct of internal examinations and the analysis of outcome attainment based on Continuous Internal Evaluation (CIE). 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 the students are presented on a linear scale. The 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	Document
Upload any additional information	[View Document](#)
Paste link for Additional information	[View Document](#)

2.6.3 Average pass percentage of Students during last five years

Response: 75.18

2.6.3.1 **Number of final year students who passed the university examination year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
350	453	455	374	355

2.6.3.2 **Number of final year students who appeared for the university examination year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
552	567	567	488	469

File Description	Document
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View Document](#)
Upload any additional information	[View Document](#)
Paste link for the annual report	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.78

File Description	Document
Upload database of all currently enrolled students (Data Template)	[View Document](#)

Criterion 3 - 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, Chairs in the institution during the last five years (INR in Lakhs)

Response: 206.12

3.1.1.1 **Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
2.96	0	.4	200	2.750

File Description	Document
List of endowments / projects with details of grants	[View Document](#)
e-copies of the grant award letters for sponsored research projects / endowments	[View Document](#)
Any additional information	[View Document](#)

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

Response: 16.22

3.1.2.1 **Number of teachers recognized as research guides**

Response: 12

File Description	Document
Institutional data in prescribed format	[View Document](#)

3.1.3 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 21.74

3.1.3.1 **Number of departments having Research projects funded by government and non-government agencies during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
2	0	4	1	3

3.1.3.2 **Number of departments offering academic programes**

2020-21	2019-20	2018-19	2017-18	2016-17
10	9	9	9	9

File Description	Document
Supporting document from Funding Agency	[View Document](#)
List of research projects and funding details	[View Document](#)
Any additional information	[View Document](#)
Paste link to funding agency website	[View Document](#)

3.2 Innovation Ecosystem

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

Response:

The institution has been taking steps towards the evolution of an ecosystem that promotes innovation and creativity among the stake holders.

- Under the Academic Enhancement Program (AEP) the institution conducts international, national and regional conferences/seminars/workshops/lectures. The primary objective of the AEP is to acquaint the students as well as faculty with recent developments in their respective disciplines and there by promote innovative research. The chief contributions of the institution towards creation and transfer of knowledge include the **International Conference On Tropical Plants and Design (14 to 14 February 2017)** and **International Conference on Energy and Environment (12 to 14 December 2019)** The research output generated in both these conferences were published in internationally acclaimed journals and also paved the way for diverse research collaborations with premium institutions inside and outside India.
- Young Innovators program YIP is a flagship initiative of Kerala Development and Innovation Strategic Council (K-DISC) to promote a culture of innovation among the youth in Kerala. Since the introduction of YIP, students from the college have actively participated in the annual YIP challenge and won prizes at the district and the state level for their 'start up' ideas. The YIP facilitators interact with students regularly to identify innovative ideas which can be channelized into the YIP challenge.

- In the context of the emphasis placed on self-employment through start up initiatives, the institution has evolved an entrepreneurial eco system through Entrepreneurship Development Club (EDC) and Innovation and Entrepreneurship Development Centre (IEDC). These units, in collaboration with various science departments, have moulded Earn While You Learn ventures such as fish pond with recirculating aqua culture and aquaponics unit, live feed culture unit for fresh water fishes, aviary with ornamental and farm birds, rabbit house, vermi compost unit, LED bulb recycling, soap making and biodegradable plate making from hyacinth.
- The college has a vibrant IPR Cell which organises seminars and workshops, to promote awareness about the concept among faculty and students, annually.
- The college fosters research acumen in the students through the collaboration of the Research Committee and IRIS. Research methodology workshops, exposure to recent developments in science and technology, innovative multidisciplinary approaches in the fields of humanities and science are the major focus areas of the collaborative initiatives.
- The combined research output of faculty members over the last five years amounts to 120 articles/book chapters/proceedings. As per Web of Science data, the college has an H index of 31 and total number of 3307 citations.

File Description	Document
Upload any additional information	View Document

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

Response: 26

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

2020-21	2019-20	2018-19	2017-18	2016-17
10	6	7	2	1

File Description	Document
Report of the event	View Document
List of workshops/seminars during last 5 years	View Document

3.3 Research Publications and Awards

3.3.1 Number of Ph.Ds registered per eligible teacher during the last five years

Response: 1.92

3.3.1.1 How many Ph.Ds registered per eligible teacher within last five years

Response: 23

3.3.1.2 Number of teachers recognized as guides during the last five years

Response: 12

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	View Document
URL to the research page on HEI website	View Document

3.3.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years

Response: 1.2

3.3.2.1 Number of research papers in the Journals notified on UGC website during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
25	8	6	13	31

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document
Any additional information	View Document

3.3.3 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 1.17

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 last five years

2020-21	2019-20	2018-19	2017-18	2016-17
18	13	17	15	18

File Description	Document
List books and chapters edited volumes/ books published	[View Document](#)
Any additional information	[View Document](#)

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 last five years.

Response:

The institution defines an extension activity as any programme that extends the teaching learning process. Over the past years, TKMCAS has implemented a diverse range of activities that not only target the holistic development of the students but also sensitize them to social issues. The college has various clubs/cells/committees which undertake extension activities in collaboration with the different departments. The major initiatives can be broadly categorized into three:

- Activities which directly impact the teaching learning process

Debate Club, Media Club, Literary Club, Science Club organize activities (usually in collaboration with various departments) that directly extends the learning that happens within the confines of the classroom. Invited Resource Persons deliver lectures/talks on topics that have direct correlation with the curriculum prescribed by the University. Poster making competitions, creative writing sessions, discussions and debates on contemporary issues are organized by the clubs/cells coordinators with active student participation.

- COPS – Community Outreach Programmes

TKM College of Arts and Science has always held community engagement as a necessary requisite for a well-rounded education. The vision of the Founder was to mould generations of students who would work for the upliftment of the society, over and above individual accomplishments. In 2018, the college institutionalized and codified its various community engagements which were being implemented over the years under the aegis of the Social Service Cell under an initiative titled **Community Outreach Programmes (COPS)**. The various clubs/cells/committees and the departments collaborate in a well-coordinated manner to facilitate community development through the involvement of teachers and students. The college organizes a broad spectrum of activities which include

- periodical cleanliness drives within the college premises and public areas such as railway stations, bus depots, parks, and beach etc.

- visits to old age homes

- assistance and rehabilitation provided for the physically and visually challenged

- traffic rules and road safety campaigns

- blood donation camps

- flood relief activities and other disaster management initiatives like providing financial aid for people in relief camps

- health camps for vulnerable sections of the population in the college neighbourhood

- distribution of food and medicines for patients under palliative care

- Activities that enhance/propagate environmental consciousness

The extension clubs/cells play a major role in implementing green protocol inside the college campus. The institution regularly collaborates with **Haritha Karma Sena** of the Kottankara Grama Panchayat and the Haritha Kerala Mission of the State government. Programmes like **e-Res** (Ecosystem Restoration), **Plastic Vimuktha Gramam**, **Pachathuruthu** create much needed awareness among the students about the relevance of nature conservation and sustainability and create an environment of proactive engagement with environment related issues.

- Employment enhancement activities

Entrepreneurship Development Cell, IEDC (Innovation and Entrepreneurship Development Centre), Career Guidance and Placement Cell in collaboration with departments organize workshops/seminars/talks to acquaint the students with career opportunities in various fields.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

3.4.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

Response: 22

3.4.2.1 **Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
04	04	03	03	8

File Description	Document
Number of awards for extension activities in last 5 year	[View Document](#)
e-copy of the award letters	[View Document](#)

3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

Response: 183

3.4.3.1 **Number of extension and outreached Programmes conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
44	38	54	27	20

File Description	Document
Reports of the event organized	[View Document](#)
Number of extension and outreach Programmes conducted with industry, community etc for the last five years	[View Document](#)
Any additional information	[View Document](#)

3.4.4 Average percentage of students participating in extension activities at 3.4.3. above during last five years

Response: 110.86

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 last five years

2020-21	2019-20	2018-19	2017-18	2016-17
2424	2398	1489	2210	995

File Description	Document
Report of the event	[View Document](#)
Average percentage of students participating in extension activities with Govt or NGO etc	[View Document](#)
Any additional information	[View Document](#)

3.5 Collaboration

3.5.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year

Response: 27

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

2020-21	2019-20	2018-19	2017-18	2016-17
17	4	2	3	1

File Description	Document
e-copies of related Document	[View Document](#)
Details of Collaborative activities with institutions/industries for research, Faculty exchange, Student exchange/ internship	[View Document](#)

3.5.2 Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years

Response: 15

3.5.2.1 Number of functional MoUs with Institutions of national, international importance, other

universities, industries, corporate houses etc. year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
06	5	1	3	0

File Description	Document
e-Copies of the MoUs with institution/ industry/corporate houses	[View Document]
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	[View Document]
Any additional information	[View Document]

Criterion 4 - 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.

Response:

The college, established in 1965, is located on a serene 12.67-acre campus providing a conducive academic ambience. The strategic location facilitates ease of access alongside comfort and care. It offers 11 undergraduate programmes, 6 postgraduate programmes and 3 research programmes, for which state-of-the art infrastructural facilities are provided across 7 blocks. The college has spacious classrooms, laboratories, digital and other facilities for effective teaching-learning process. Infrastructure Monitoring & Development Committee functions effectively to evaluate, plan and execute infrastructural augmentation.

Classrooms Facilities

- **45 ICT enabled classrooms** equipped with Wi-Fi/LAN facilities and LCD/Smart TV/Smart boards.
- Classrooms are provided with green boards, lecterns, adequate furniture and public address system.
- 1 Air-conditioned **Seminar Hall**, 1 air-conditioned **conference hall**.
- All departments have separate faculty rooms and the departments are provided with desktop,printer and intercom.
- Examination halls are equipped with **CCTV cameras**.

Laboratories Facilities

- **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 in** Physics, Botany and Biochemistry Departments respectively.
- **RUSA funded** research block with High temperature instruments lab, Processing & Fabrication lab and high performnace computating Lab.
- Department of Chemistry, Mathematics and Physics are funded partially by **DST-FIST** scheme.
- **SERB DST** funded Stem Cell lab.
- The college houses major equipment like **UV-Visible, Spectrophotometer**, **FTIR spectrophotometer**, X-ray diffractometer, Contact Angle analyzer, **dip and spin coating unit**, double distillation unit etc.

Computer Facilities

- A total of **180 computers** for student use.
- Five computer labs, one Digital library
- **Two servers** for the smooth functioning of the office administration and library software.

Other Facilities

- Research scholars have sitting space in the research block.
- 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.
- Separate rooms are provided to IQAC, Examination wing, NCC and NSS.
- Training and Placement cell.
- A spacious multipurpose open-air venue.
- Kerala University Camp venue for centralized PG paper valuation.
- Special room for Counselling center, medical aid and Women's Studies Unit
- Special room for Statutory cells.
- Kerala State Civil Service Academy regional center equipped with adequate amenities.
- Water treatment plant.
- One reprographic center, 1 co-operative bookstall
- Canteen facility for students and staff
- 2 Girls' hostel and 1 boys' hostel on a rental basis.
- Separate restrooms for supporting staff and girl students.
- Ramps, examination rooms and sanitary facilities for the benefit of PwDs
- Filters/coolers and fire extinguishers on each floor.
- Generators for uninterrupted power supply.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

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

Response:

Sports Facilities

The institution ensures the provision of **multiple sports facilities** for the physical and emotional well-being of the students and staff. The primary goals of the **Department of Physical Education** is to nurture a positive attitude among the students and staff towards the role played by sports and games in the general well-being of individuals, and to ensure maximum student participation in sports events. The Department takes the initiative to conduct **Annual Sports Meet** for the TKM fraternity and also arranges regular playoffs and training sessions for students. It also facilitates the participation of students in various college, intercollegiate and university level sports' meets. There are periodical selection trials and camps to identify and shortlist students for college sports teams taking part in inter-collegiate tournaments.

Sl. No.	Facilities	Area	Year of Establishment	User rate	Specifications

				(Per day)	
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	
10	IndoorStadium (Badminton, Yoga etc.)	22 x 11 M	Under Construction	-	

Gymnasium

- **Well-euipped gymnasium** for the use of students and staff; equipment for weightlifting, powerlifting and bodybuilding.

- Exclusive time slot for female students and staff

- Students who practice other sports also use the gym as part of their training schedule

- Separate gymnasium in the ladies' hostel

Yoga and Aerobics

- The Department of Physical Education as well as experts from other institutions give **training in basic yoga and aerobics** to the students and staff.

- International Yoga Day is celebrated annually.

Facilities for Cultural Activities

- The college has an **indoor auditorium** with advanced audio-visual facilities and 1500 seating capacity, green room and backstage.

- There is 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.

- For a small gathering of around 150 or less audience, **Vision Enclave**, a multipurpose open-air venue is used. This open venue provides a natural setting to students' activities of debates and discussions. Seating arrangements can be provided for open theatre programmes and small get togethers. The space is used by the students effectively for various cultural activities.

- The **Green Square** in the bio-diversity park is a place for respite and for small group gatherings and events. It is used for holding formal and informal discussions on environment concerns. This space exudes the sense of natural serenity in direct contrast to the urbane nature of the rest of the campus structures.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. *(Data for the latest completed academic year)*

Response: 100

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 47

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

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

Response: 45.02

4.1.4.1 **Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
89.76	118.57	26.04	48.81	93.50

File Description	Document
Upload Details of budget allocation, excluding salary during the last five years (Data Template)	[View Document](#)
Upload audited utilization statements	[View Document](#)
Upload any additional information	[View Document](#)

4.2 Library as a Learning Resource

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

Response:

TKMCAS library is housed in the college campus in a separate two-storey building constructed in 2002 with latest ICT facilities. Library is fully automated with all its functions and has Fiber Optic connectivity and Wi-.Fi. A **digital library** with a provision of 13 workstations to access digital resources and databases locally and remotely is provided.

Library automation started with the purchase of BookMagic software version 2.0 as early as in 2005 and started creating a database of its holdings and bar-coding the documents. In 2016, **KOHA software** was installed and imported all databases from Book Magic and started bar-coding library documents and users' cards for quick circulation process. Acquisition of serial, maintaining issue records, sending reminders of missing issues, generating binding lists, etc. are also being done in an automated manner. KOHA is a customizable Web-based Interface with full MARC 21 and UNIMARC support. This software enables library to serve its users to use efficiently:browser-based access; facility of fetching of bibliographical data from 'Google' and 'Amazon', improved user-friendly OPAC interface; easing out Import/export of data; quick report generation in different formats etc.

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 proved its use during the Covid-19 pandemic lockdown.

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. Library orientation and information literacy programs are conducted every year for students, research scholars, civil service aspirants and teachers to make the best use of these facilities. Special training and assistance are provided for researchers such as workshops on style manuals, bibliographic databases, reference tools like Zotero, plagiarism, publication ethics and academic publishing. A separate section is arranged for the visually impaired students with a dedicated screen reading software and audio books including DAISY books. We are looking for further expansion of library facility such RFID implementation.

Library Sections

- Circulation section

- Reference section
- Technical section
- Periodical section
- Stack room
- Research Section
- Reprography section
- Newspaper reading section
- Civil service & competition exam section
- Talking library for visually challenged
- Reading hall

Library Services

- Book Lending
- Reference
- Referral service
- Career Guidance
- Online Document Delivery
- Web OPAC
- OPAC
- Current Awareness
- SDI
- Orientation programs for new users
- Information Literacy program
- Reprographic facility
- Remote access to the digitized contents
- Digital library
- CCTV surveillance for security reinforcement

Practices

- Book Talk
- Book Review
- Book Exhibitions
- Library internship
- Library traineeship programs.
- Group/ Open discussions
- Debates
- Special Days Observation

Research Support

- Plagiarism Checking
- Reference Management Software
- Statistical Analysis Software

Infrastructure of library

- High speed internet (50mbps) via OFC
- 130 seating capacity
- 17 computers
- UPS
- Photocopier
- Laser Printers
- Flatbed optical scanner
- Drinking water
- Notice boards

Resource	Number
Text Books	36055
Reference Books	2324
e-Books	32 lakhs
Journals	62
e-Journals	6000
CD & Video	303
Newspapers	8
Magazines	49
Reports	400

File Description	Document
Upload any additional information	[View Document](#)
Paste link for Additional Information	[View Document](#)

4.2.2 The institution has subscription for the following e-resources

1. e-journals
2. e-ShodhSindhu
3. Shodhganga Membership
4. e-books
5. Databases
6. Remote access to e-resources

Response: A. Any 4 or more of the above

File Description	Document
Upload any additional information	<u>View Document</u>
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership , Remote access to library resources, Web interface etc (Data Template)	<u>View Document</u>

4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

Response: 6.17

4.2.3.1 **Annual expenditure of purchase of books/e-books and subscription to journals/e- journals year wise during last five years (INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
8.69	4.61	3.39	11.20	2.94

File Description	Document
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the last five years (Data Template)	<u>View Document</u>
Audited statements of accounts	<u>View Document</u>

4.2.4 Percentage per day usage of library by teachers and students (foot falls and login data for online access) during the latest completed academic year

Response: 13.16

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

Response: 244

File Description	Document
Details of library usage by teachers and students	<u>View Document</u>
Any additional information	<u>View Document</u>

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

With the increasing demand for the most sophisticated IT facilities due to the evolving standard of education, the college updates its IT facilities on a timely basis. The college has an active IT Cell and the Infrastructure Monitoring & Development Committee that executes the updation of IT facilities.

- High-speed internet facility ensured through **50 Mbps** (BSNL leased line) and 20 Mbps bandwidth under NMEICT Project on Optical fibre cable
- **All 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.
- Two servers for the smooth functioning of library and computer lab.
- The college library is automated with **KOHA** software and provides **Web OPAC** facility enabling remote access to library catalogue.
- The library has the subscription of **e-books and e-journals** via INFLIBNET.
- Campus Management software, **Look Campus,** introduced in 2016, facilitated automated student management, attendance, timetable, internal marks, staff profiling and performance evaluation. Parent portal, student portal, SMS alert and other relevant services are also part of the software.
- ICT software, **Campus technology** introduced in 2021, ensures effective academic and administration management.
- The institution has **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
- Institution has been a recognized local chapter of **SWAYAM-NPTEL** since 2019.
- **Virtual Lab** facility for students in science disciplines as the institution is a part of the Virtual Labs Nodal Center Program, an initiative of National Mission on Education-ICT, MHRD. It is a **Nodal Centre of Virtual Lab** and works in close association with the virtual lab team of Amritha Vishwa Vidyapeetham.
- 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.
- Office automation packages like Open Office, MS Office and Antivirus are purchased by the college and updated regularly.
- Tally ERP9 Silver software is used for finance and accounts management
- The college provides all standard Econometrics, Statistical, computational and scientific typesetting packages such as Python, R, SPSS, Jamovi 2.0, MATLAB, GNUPLOT and ROOT, Geant4, Garfield ++, Tally ERP9.
- A back up is taken for all the systems every three months, windows and anti-virus are updated on a regular basis. LAN and Network connections are also monitored by the IT consultant.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

4.3.2 Student - Computer ratio (Data for the latest completed academic year)

Response: 9.89

File Description	Document
Upload any additional information	[View Document](#)
Student – computer ratio	[View Document](#)

4.3.3 Bandwidth of internet connection in the Institution

Response: A. ?50 MBPS

File Description	Document
Upload any additional Information	[View Document](#)
Details of available bandwidth of internet connection in the Institution	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)

Response: 40.86

4.4.1.1 **Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year-wise during the last five years (INR in lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
58.16	79.14	69.09	51.42	63.40

File Description	Document
Upload any additional information	[View Document](#)
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[View Document](#)
Audited statements of accounts	[View Document](#)

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.

Response:

The college has established systems and procedures for meticulous maintenance and upkeep of various facilities with funds procured from **Government, Management and PTA**. The infrastructure requirements of the college are reviewed annually and necessary action undertaken to implement viable solutions. The planning, implementation, annual review and maintenance of infrastructure is co-ordinated by the **Infrastructure Development and Monitoring Committee.**

Physical Facilities

Infrastructure monitoring and development committee oversees the maintenance and repair of physical infrastructure of the college. The maintenance team takes care of buildings, electrical systems, plumbing, carpentry and gardening. Auditorium, seminar hall and conference hall are frequently used for the conduct of academic and cultural programmes. The institution has a maintenance crew consisting of electricians, plumbers, and carpenters, who do periodic monitoring and maintenance. The pathways, common areas, faculty rooms, classrooms, laboratories and rest rooms are cleaned and maintained regularly by six supporting staffs.

There are effective waste management systems in practice. Under the green campus initiative, dustbins are available with colour distinction for segregation of waste into biodegradable and non- degradable. Water purifier installed in the ground floor is periodically cleaned and checked.

Classrooms

Furniture in classrooms is repaired or replaced as the case may be, before the commencement of every academic year. The electrical and electronics system maintenance team takes care of lights, fans and the ICT tools available in the classrooms. ICT facilities are maintained by external service providers. The damaged blackboards in the classrooms are replaced immediately. Damaged walls and floors of the classrooms are fixed without delay. The Heads of Departments report to the administration periodically for all the maintenance works. The classrooms are utilized to conduct both university examinations and competitive examinations.

Laboratories

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. A list of new equipment required and the obsolete and damaged equipment to be replaced is prepared. Trained lab technicians of the respective departments ascertain the working condition of lab equipment to facilitate smooth conduct of practical work. The fire extinguishers and the air conditioners in all the laboratories are superintended by technicians. Annual maintenance contract ensures the upkeep of important equipment. General maintenance of laboratories is done by an ESP. UPS is provided to power sensitive equipment and computers. Electrical equipment, circuits and other supporting kits in the labs are maintained by trained lab technicians. In addition to the regular academic schedules of UG and PG students, all laboratories are utilized for research activities and to conduct hands on training, workshops, competitions, online courses and exhibition of students' innovations.

ICT facilities

Computer labs and digital library are equipped with adequate number of computers with the required component configuration and are set in spacious climate-controlled rooms. Installation of antivirus and other required software packages are carried out based on the current academic needs and are monitored by the lab assistants. Computers for academic and administrative purposes in the college are periodically maintained by an external service provider. Service from authorized service providers is outsourced for major repair and replacement.

The college uses LMS Look Campus maintained by Makeitz solutions LLP, Ernakulam, now migrated to Campus technology maintained by Kahan Technologies Pvt Ltd, Bengaluru. The annual maintenance includes the required software installation and upgradation. The ICT Smart Class Rooms and the related systems are maintained with AMC. To minimize e-waste, electronic gadgets like projectors, computers, printers, photocopiers are serviced and reused. Campus Wi-Fi should be used only for academic purposes. Campus Wi-Fi is maintained by BSNL. Internet connectivity issues are immediately resolved. The college website has maintained regularly by AMC with TKM Infotech Pvt Ltd, Kochi.

Library

Library is taken care of by the chief librarian and a library attender. 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. Accession Register for books, Stock Register for journals, Register for CDs/DVDs and back volumes are maintained. Before the commencement of every academic year, based on the requirement list submitted by departments, the librarian directs the same to the office for approval and initiates the purchase. Reliable vendors are chosen based on the availability of books and adherence to terms and conditions. The books are given accession number before shelving. Suggestions from the subject experts are reviewed before subscribing to journals, database and other learning resources. Internal stock verification is carried out by the committee constituted by the Principal. Stock verification is also done to check the order and condition of library books, to identify those items that need to be cleaned, repaired or mended. Weeding is periodically done. The library is under the surveillance of CCTV.

Sports facilities

The sports equipment, gymnasium, playground and various courts are supervised and maintained by the Department of Physical Education. Students and staff of the college effectively utilize the sports and game

facilities after academic time. Systematic procedure is adopted for the purchase of equipment and maintenance of infrastructure. Purchase orders are placed with competent suppliers for the required sports equipment. Purchase and use of different equipment and materials for various sports activities are maintained in the stock registers and log books. Regular cleaning and maintenance help to avoid common accidents from faulty and unsafe equipment. Physical stock verification and equipment maintenance are carried out at regular intervals. First-aid kits are available for emergency. Regular maintenance of the multi-purpose play ground is conducted under the supervision of Physical education faculty. There are provisions for providing sport equipment, gears and dresses to students and they are replenished regularly for ensuring best of the facility to students.

File Description	Document
Upload any additional information	[View Document]()
Paste link for additional information	[View Document]()

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 70.94

5.1.1.1 **Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)**

2020-21	2019-20	2018-19	2017-18	2016-17
966	1099	1209	1383	1361

File Description	Document
upload self attested letter with the list of students sanctioned scholarship	[View Document]
Upload any additional information Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years (Data Template)	[View Document]

5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 8.08

5.1.2.1 **Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)**

2020-21	2019-20	2018-19	2017-18	2016-17
115	130	156	145	141

File Description	Document
Upload any additional information	[View Document](#)
Number of students benefited by scholarships and freeships institution / non- government agencies in last 5 years (Date Template)	[View Document](#)

5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

  1. **Soft skills**
  2. **Language and communication skills**
  3. **Life skills (Yoga, physical fitness, health and hygiene)**
  4. **ICT/computing skills**

Response: A. All of the above

File Description	Document
Details of capability building and skills enhancement initiatives (Data Template)	[View Document](#)
Any additional information	[View Document](#)
Link to Institutional website	[View Document](#)

5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

Response: 77.06

5.1.4.1 **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
1112	1908	1045	903	1584

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	[View Document](#)
Any additional information	[View Document](#)

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5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

Response: A. All of the above

File Description	Document
Upload any additional information	[View Document](#)
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	[View Document](#)
Details of student grievances including sexual harassment and ragging cases	[View Document](#)

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 0

5.2.1.1 **Number of outgoing students placed year - wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Details of student placement during the last five years (Data Template)	[View Document](#)

5.2.2 Average percentage of students progressing to higher education during the last five years

Response: 144.57

5.2.2.1 **Number of outgoing student progression to higher education during last five years**

Response: 798

File Description	Document
Upload supporting data for student/alumni	[View Document]
Details of student progression to higher education (Data Template)	[View Document]

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)

Response: 59.42

5.2.3.1 **Number of students qualifying in state/ national/ international level examinations (eg: IIT/JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations,** *etc.)***) year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
08	09	17	16	19

5.2.3.2 **Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
19	20	23	22	30

File Description	Document
Upload supporting data for the same	[View Document]
Number of students qualifying in state/ national/ international level examinations during the last five years (Data Template)	[View Document]

5.3 Student Participation and Activities

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

Response: 174

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) year-wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
20	45	25	28	56

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national/international level during the last five year	[View Document](#)
e-copies of award letters and certificates	[View Document](#)

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

Response:

Student Union Executive Committee actively participates in all the endeavors of the college. The Union comprises the Chairperson, the Vice-Chairperson, the General Secretary, the Magazine Editor, Two University Union Councilors, Two Lady Representatives and the Arts Club Secretary. The panel of members is elected through a fair election process, which is conducted as per the guidlines issued by the University of Kerala in this regard.The union members are mentored and guided by a Staff Advisor in commemorating festival days and in conducting Arts and Sports competitions. The students' voice in the affiliated University is represented by the Union Councilors. The Student Union is given freedom and support from the authorities to do various programs which go in line with the college discipline. The Arts Club Secretary co-ordinates cultural activities under the guidance of the Union Chairman. The union takes the initiative for ensuring the participation of students in various arts, cultural and sports competitions at intercollegiate and university levels and gives unreserved support to avail for them expert training. The Magazine Editor collects articles from talented students for the annual college magazine. The University Union Councilors and Lady Representatives serve as the responsible voice of the whole students in the institution. Physical Education department of the college co-ordinates all the sports related events. All the cells and clubs ensure the representation of girls to make the committees gender neutral.

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, if any, so that it can be dealt with in an effective and transparent manner. Department associations, Cells, Clubs, Library Advisory Committee, Women's Cell, Ethics Committee, Canteen and Hostel also have student representatives.

The NSS unit of the college aims at the overall development of the students through community service.

The college has a dynamic NCC unit which is represented by a Senior Under Officer and two Junior Under officers. Participation of students in Women's Cell activities empowers girl students to face the realities of life with courage and confidence and grooms them to become successful. The Students enthusiastically involve in the community outreach and philanthropic activities of the institution like giving emotional, financial and physical support to the needy and destitute people in the old age homes and collecting food and distributing it among the deprived. They also arrange and attend awareness campaigns against alcohol and drugs, conducts drives for gender equality, blood donation camps, etc.

The Anti-ragging cell gives orientation classes to the senior students of the college. The anti-narcotic cell of the college conducts programs to create awareness about the menace of drug abuse and to motivate students to do their part in curbing drug trafficking.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 42.2

5.3.3.1 **Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
53	39	43	39	37

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

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

Response:

The college has a very proactive alumni community which takes an active interest in the academic, administrative and outreach initiatives of the college. The TKM College of Arts and Science Alumni Association is the parent alumni (Registration No. KLM/TC/277/13) with 486 life members. There are various other chapters like Global Alumni, Sahapaadi, Innalekal, Royal BCom, and Peythozhiyathe with a total of about 1190 members. In addition to their generous contributions towards infrastructure development of the college, the alumni community takes an active interest in the academic and extracurricular spheres of college activities. The academic support ranges from the donation of books to the library, the distribution of merit cum means scholarship for economically backward meritorious students annually and logistics support for seminars and workshops organised by the various departments of the college. One of the chief areas of alumni engagement is in the community and student outreach programs (COPS and SOPS), a trademark of the institution. The alumni have made major contributions in constructing houses for the needy, donation of furniture and fans to the local railway station, contribution to CMDRF in times of disaster, donation of registration fees for students to aid participation in various events, and providing smart phones to economically backward students in the Vanchiyodu, Edapanna and Kocharippa tribes. They extend remarkable support to the juvenile home, "Gandhi Bhavan" in Pathanapuram. They have sponsored five civil service aspirants of the college and have lent a supporting hand in the placement drive of the college by offering jobs in keeping with the credentials of the students. Their philanthropic contribution also includes facilitating logistical assistance for critical patients as and when they are intimated. One of the major philanthropic initiatives of the TKMCAS alumni is the supply of free meal kits to the needy families. The various chapters of the college alumni organize annual get together inside the college to retain the vibrant dynamics that they shared with the TKM fraternity. The principal of the college communicates future requirements in academic and non-academic arenas in which alumni engagement can be productive for the institution, on the occasion of such alumni meetings.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

5.4.2 Alumni contribution during the last five years (INR in lakhs)

Response: A. ? 5 Lakhs

File Description	Document
Upload any additional information	[View Document](#)
Link for any additional information	[View Document](#)

Criterion 6 - 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

Response:

T. K. M. College of Arts and Science, Kollam was established in 1965 under the aegis of the TKM College Trust. The founder Janab Thangal Kunju Musaliar, was not only a renowned entrepreneur but also a visionary in the field of education. Early in his life, Musaliar realized the importance of education in the upliftment of socially and economically backward classes. The foundation of the TKM College Trust and the T. K. M. College of Arts and Science is based on this realization.

Vision and Mission

Vision

Pursue excellence in academic and co-curricular realms, with a sense of civic consciousness and social commitment

Mission

- Promote holistic education that enhances employability and life skill development
- Cultivate a spirit of intellectual creativity and inquisitiveness
- Nurture philanthropic sensibility and emotional intelligence
- Develop the institution into an academic centre catering to diverse socio-cultural groups, especially the marginalised sections.

The core values of the institution are:

1. Education for Empowerment
2. Ensuring Equity and Inclusiveness
3. Social Commitment
4. Ethical Consciousness

Nature of Governance

The institution practices a system of governance that is secular in nature while striving to foster a general ambience of mutual respect. The Principal is the Head of the Academic and Administrative operations of the college. The IQAC defines the quality benchmarks to improve the efficacy of the functioning of the college.

The college seeks to achieve its vision and mission of pursuing excellence in academic and non-academic avenues through the governance system of participative management. Equity and equality are given preliminary importance in all areas of operation. Every quality enhancement initiative at the academic and administrative level is implemented, after discussions/reviews at various phases of execution. The

Governing Body, College Council, and IQAC play an important role in framing policies and executing them. At the end of each academic year, the Principal collects feedback from the various stakeholders on academic and administrative matters. Budget estimation, department-level action plans, and college-level action plans are consolidated by the IQAC, for the upcoming academic year. The budget estimates and action plans are relayed to the Trust/Governing Body by the Principal. The leadership of the institution interacts with other stakeholders through the Students' Union Executive Committee, PTA, Alumni Association, Examination Wing, and Heads of Department. Besides this, the College Council meets periodically to review the working of the institution and plans for the development of the institution.

Participation of Teachers

Teachers are an integral part of all decision-making bodies of the institution, except the Governing Body. Teacher participation at the decision-making level happens primarily through the College Council and the IQAC. The Principal also convenes staff meetings and HoD meetings on a regular basis to streamline teacher participation in governance.

File Description	Document
Paste link for additional information	[View Document](#)

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

Response:

Since the inception of the college in 1965, the administrative mechanism has followed the policy of decentralization. This modus operandi has not only ensured an inclusive and participatory management system but also the smooth functioning of the institution with a sense of solidarity and respect among the various stakeholders. Even though the college has a specific hierarchy in decision-making, recommendations and suggestions are sought from teaching and non-teaching staff, students, parents, alumni, and employers. Adopting a participative and decentralized management has effectively streamlined various academic and administrative processes.

Case Study

An epitome of effective management strategy of decentralization is manifested in the Digital Initiatives Project launched in 2018 jointly by the IQAC and the College Council. The Project envisages the infrastructural requirements to enhance the teaching-learning process through ICT intervention. The IT Cell along with the Infrastructure Monitoring and Development Committee supervises the planning, execution, and evaluation of the Digital Initiatives Project. The mission of the Project is to equip every faculty with the ability and skill to handle ICT tools and platforms and ensure ICT accessibility to every student. In this regard, the Digital Initiatives Project has taken many measures:

- The college previously had an internet bandwidth of 20 Mbps which has been enhanced to 50 Mbps
- The college had been accessing the Campus Genie LMS; understanding the limitations of this software, measures were taken to upgrade the LMS hosted by Kahan Technology called Campus

Technology. This software not only facilitates live online sessions but also takes care of attendance consolidation, collection, and analysis of accreditation-related data matrices.

- Addition of a new computer lab to ensure 1:10 computer: student ratio.
- Installation of Interactive intelligent LCD Panel in select classrooms
- During the assessment period, the college succeeded in achieving 100 percent ICT infiltration in classrooms.
- Virtual Lab to be made accessible to students to aid practical understanding of scientific subjects.
- Conduct of Faculty and Student Training Programmes on online educational resources to smoothen the transition to online classes during the pandemic.
- Students who had no access to smart technology to attend online classes were identified at the department level and remedial measures were taken.

Involvement of Stakeholders

Teaching and non-teaching staff–The Infrastructure Development and Monitoring Committee sought the involvement of the teaching and non-teaching staff in the Digital Initiatives Project through the Staff Club. A general body meeting of the staff was held and members agreed to make donations from their salary.

Parents – The Parent Teacher Association of T. K. M. College of Arts and Science is actively involved in the daily affairs of the college and their feedback is given due importance in the decision-making process.

Alumni – The various alumni chapters of the college have collectively contributed to the installation of an Interactive LCD Panel in the Seminar Hall. Another significant involvement of the alumni is in enabling student access to smart technology during the global pandemic and subsequent lockdown.

Students – The Union Executive Committee facilitated the conduct of peer-assisted learning sessions to familiarize students with online platforms generally used by faculty like Google Meet, Webex, Zoom, Google Classroom, and Moodle.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

The Perspective Plans are formulated in keeping with the vision and mission of the institution. Annual Action Plans and Budget Estimates are collected and consolidated by the Principal. Each academic, non-academic and extension activity are planned and executed with a vision of cultivating a sense of civic consciousness and social commitment in the members of the TKMCAS fraternity.

Based on the recommendations of the NAAC Peer Team in 2019, the institution identified ten key areas to be addressed in terms of quality enhancement, under the umbrella term Strategic Development Goals (SDGs).

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

The following measures have been adopted to deploy the 10 Point Strategic Plan:

- After 2019, departments have increased the number of certificate courses being offered. Special emphasis is given to enhancing employability and industry readiness.
- The College has made the shift from regular to online teaching very effectively. IQAC organized Faculty Development Programmes on online educational resources and platforms. Departments also organized faculty-led and student-led ICT workshops online to familiarize them with ICT tools like Moodle, Google Classroom, Quizziz, Webex, Zoom and Microsoft Teams.
- The College/Departments signed MoUs/collaborations with various leading institutions.
- The College upgraded its LMS from Look Campus (indigenous software) to Campus Technology (nationally acclaimed). T. K. M. College of Arts and Science is one of the ten colleges selected by the Government of Kerala's *Let's Go Digital* venture. In the first phase **DigiCol**, MOODLE server space and LMS is made available to ten shortlisted colleges with the help of the Digital University of Kerala. The College also has a G-Suite account with email IDs generated in the TKM domain name for both students and teachers.
- Infrastructure augmentation undertaken/completed after 2019 include: new classrooms, new research block, renovation of the college auditorium, renovation of examination wing with technology up-gradation, new washroom facilities, availability of water purifiers on all floors of the college building.
- The various department offered orientation sessions on entrance examinations to premier higher education institutions and conducted classes to help students crack competitive/qualifying examinations. Under the aegis of the Career Guidance Training and Placement Cell and IQAC, various career guidance initiatives were organized to expose the students to various possibilities available to them in different disciplines.
- During the assessment period, the number of training programmes for teaching and non-teaching staff rose from four (2016-17) to fourteen (2020-21).
- E-governance measures were implemented to improve the efficacy of the following areas of operation: administration (accreditation-related data documentation), teaching-learning (attendance, consolidation of internal marks), library and accounts.
- Green Protocol implemented in the college campus. The students and staff actively engage in cleanliness drives organized under Community Outreach Programmes (COPS), Shuchitwaa Mission, and Swachatha hi Seva campaign.
- Formation of Gender Sensitization Cell and Gender Equity Cells.

File Description	Document
Paste link for additional information	[View Document](#)

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

Response:

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

- UGC regulations for aided colleges
- Acts and Statutes of the University of Kerala
- Directives of the Directorate of Collegiate Education, Government of Kerala

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

The College Council which comprises the Principal, HoDs, administrative staff, and student representatives, convenes regularly to discuss any matter of importance pertaining to the day-to-day activities of the college. The IQAC plays a major role in academic and administrative matters; it constantly revalues the quality benchmarks of the institution in accordance with standards prescribed by NAAC and makes significant interventions in quality enhancement.

File Description	Document
Link to Organogram of the Institution webpage	[View Document](#)
Paste link for additional information	[View Document](#)

6.2.3 Implementation of e-governance in areas of operation

1. **Administration**
2. **Finance and Accounts**
3. **Student Admission and Support**
4. **Examination**

Response: A. All of the above

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

6.3 Faculty Empowerment Strategies

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

Response:

The institution and the management ensure that the teaching and non-teaching staff avail all the welfare measures put in place by the central and state government for employees of aided institutions. In addition to these government-assured measures, the Management has also taken steps to guarantee a safe and harmonious working environment.

- Dying-in-Harness Rules
- Research Incentives
- Staff Co-operative Society and Staff Co-operative Credit Society
- Staff Insurance Scheme
- Provident Fund, Festival Advance, Festival Allowance
- Medical Check-Up, Campus Doctor, General Fitness Awareness, Yoga, First-Aid Appliances, Canteen facilities, Gymnasium
- Free Wi-Fi facility
- Staff Club – financial assistance for needy staff
- Daycare facilities for the staff of the college in association with the TKM Centenary Public School
- Family members of staff seeking admission in Management Quota seats are given due consideration.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 67.64

6.3.2.1 **Number of teachers provided with financial support to attend conferences/workshops and**

towards membership fee of professional bodies year wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
41	44	50	55	44

File Description	Document
Upload any additional information	[View Document](#)
Details of teachers provided with financial support to attend conference, workshops etc during the last five years	[View Document](#)

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 10.2

6.3.3.1 **Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
10	14	13	10	4

File Description	Document
Upload any additional information	[View Document](#)
Reports of Academic Staff College or similar centers	[View Document](#)
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff	[View Document](#)

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

Response: 64.7

6.3.4.1 **Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
61	47	45	55	18

File Description	Document
Upload any additional information	[View Document](#)
IQAC report summary	[View Document](#)
Details of teachers attending professional development programmes during the last five years	[View Document](#)

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

Response:

In order to ensure the maintenance of quality benchmarks, the institution has various performance appraisal mechanisms in place for teaching staff as well as non-teaching staff. The college administration realizes that performance review needs to be collected from all possible stakeholders and hence a 360-degree performance appraisal system is followed.

- The IQAC collects and annually consolidates the PBAS of all the faculties. Academic Audit is also held annually.
- Feedback Committee collects and analyzes feedback from students on teachers.
- Periodic reports on faculty intervention in the teaching-learning process are collected by Heads of Department and submitted to the Principal.
- Self-appraisal is done by non-teaching staff. The Principal discusses work progress and the status of pending files in regular reviews with the Office Superintendent.
- Feedback is collected from parents during PTA meetings which are held at least once in a year.

File Description	Document
Upload any additional information	[View Document](#)

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The institution has transparent and well-structured mechanisms to supervise effective and efficient use of obtainable monetary funds from various sources like the Management, PTA, Alumni, Philanthropists, and

the State and the Central Governments. Financial audits of grants and funds sanctioned by the Government/ UGC are done at three levels.

They are as follows:

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

2. The Directorate of Collegiate Education: At the time of annual audits by the Directorate of Collegiate Education, the audit team verifies all the financial documents related to the public funds utilized by the institution. After hearing the clarifications and corrections, the final accounts are settled.

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

In the case of events organized by college/departments/clubs/cells which receive funding from governmental and/or non-governmental agencies, are audited as separate expenditure statements/files by the external auditor. Funds received for Additional Skills Acquisition Programme (21-day training programme), WWS, SSP, Pi Day organized by the Department of Mathematics, Sasthrapadam/Sasthrajalakam, various Day Observances are audited in this manner.

File Description	Document
Upload any additional information	[View Document](#)

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

Response: 150.23

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

2020-21	2019-20	2018-19	2017-18	2016-17
11.65	59.43	32.21	19.03	27.91

File Description	Document
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the last five years	[View Document](#)
Any additional information	[View Document](#)
Annual statements of accounts	[View Document](#)

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

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

The main sources of funds are:

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

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

Academic and Extension Initiatives

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

Infrastructure Augmentation

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

Resource Mobilization Policy also dictates policy for outsourcing physical and other resources of the institution.

- Physical facilities such as seminar hall, auditorium are provided for the conduct of government

initiatives like *Sasthrapadam*, *Sasthrajalakam*, NSS/NCC camps etc.

- The college facilities are also outsourced for the conduct of exams by Kerala PSC, The Institute of Chartered Accountants of India, NEET, School of Distance Education (University of Kerala).
- Students/Research Scholars/Faculty from other institutions as well as research consultancy services can avail the lab equipment at the remittance of nominal fees.

At the end of each financial year, an audit is conducted by an external agency to guarantee financial transparency and accountability.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

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

Response:

IQAC was constituted in 2004 in accordance with UGC/NAAC stipulations. Ever since its inception, the IQAC has been making significant interventions in quality enhancement initiatives of the college which can be broadly categorized into two: Academic Interventions Initiative (AII) and Infrastructure Augmentation.

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. The steps include:

- Upgradation of LMS from Campus Genie to Campus Technology which provides the facilities for hosting live classes, online examination, add-on courses, access to additional educational resources
- Organization of faculty training programmes to educate faculties about various online educational resources and platforms
- Access to free digital platforms conducive to online learning like G Suite and Moodle.
- Virtual Labs Nodal Center Program, an initiative of NME-ICT, MHRD, and Amritha Vishwa Vidhyapeetham
- The college has been registered as NPTEL local chapter.
- IQAC played a major role in increasing the number of certificate courses offered by the various Departments, aimed at enhancing the skill and employability of students.
- The IQAC played a major role in increasing the number of collaborations/MoUs with prestigious institutions in India and abroad facilitating student exchange/internships, events to promote research and academic rigour.

The IQAC considers faculty empowerment as an important area identified in the Strategic (Five-Year) Plan:

- The IQAC provides monetary incentives to faculty members to attend seminars/conferences/workshops
- The IQAC has a separate budget head for funds for the conduct of Faculty Training Programmes and Workshops on various relevant themes which include interdisciplinary initiatives as well as department-specific programmes.
- The IQAC ensures the timely participation of faculty members in Induction Programmes, Refresher Courses, and FDPs to smoothen the CAS process.
- The IQAC co-ordinates with the Research Committee and ensures submission of research proposals for availing grants/funds from various government agencies.

360-degree feedback system and PBAS

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

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

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

IQAC supervises effective curriculum delivery and institutional functioning through the consolidation of the above feedback along with annual academic and administrative audits.

Another important feedback mechanism is the annual Performance Based Appraisal System (PBAS) undertaken by each faculty at the end of each academic year and submitted to the IQAC for review.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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 (For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation

quality initiatives)

Response:

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

Attainment of Outcome

IQAC is a key force in guiding the teaching community in guaranteeing the introduction and implementation of outcome-based teaching and learning. As TKMCAS is affiliated with the University of Kerala, the institution is bound by the norms stipulated in this regard by the latter. In compliance with the affiliated University's norms, the IQAC not only ensures the enumeration of PO/PSO/COs of all UG and PG programmes and courses but also the implementation of innovative ways for outcome attainment and mapping.

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

Periodic Assessment

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

The IQAC co-ordinates with the Internal Examination Wing for the smooth conduct of internal examinations and the analysis of outcome attainment based on Continuous Internal Evaluation (CIE). 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. Campus Technology LMS is used to map PO/PSO/CO based on CIE mark lists and the question papers.

Mapping-based Assessment

Course outcome attainments of the students are presented on a linear scale. The advanced and slow learners are arranged at the respective ends of the spectrum on the basis of the 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).

Institutional Review Mechanism

- At the beginning of each academic year, departments prepare Academic Action Plans which are consolidated and reviewed by the IQAC. In addition to discipline-specific academic lectures/workshops/seminars, there is special emphasis on programmes that can create gender sensitivity, inclusiveness and equity, environmental consciousness, drug abuse and cyber etiquette.

- Course Plans are prepared by each faculty to ensure curriculum delivery in a timely and efficient manner.
- IQAC collects semester-wise result analysis and takes steps to improve results like CARE, remedial classes for select students etc.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

6.5.3 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
2. **Collaborative quality intitiatives with other institution(s)**
3. **Participation in NIRF**
4. **any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

Response: B. 3 of the above

File Description	Document
Upload e-copies of the accreditations and certifications	[View Document](#)
Upload details of Quality assurance initiatives of the institution	[View Document](#)
Upload any additional information	[View Document](#)
Paste web link of Annual reports of Institution	[View Document](#)

Criterion 7 - 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 last five years.

Response:

The college takes great pride in its instrumental interventions in empowering girls in forging a better life, especially those who come from socially and economically backward circumstances. Above 75% of our students are girls and the institution ensures a gender-sensitive environment for effective education. The institution strives to implement the maxim that gender equity leads to equality. The measures adopted to ensure gender equity inside the campus include;

- Concentrated efforts are made to ensure **gender sensitivity** in academic and extracurricular matters especially with regard to the logistics and organizational aspects of academic and extracurricular ventures.
- The college has **3 Kerala NCC Army Girls Wing**, which is a rarity in colleges inside the state and 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 boys and girls of the college. Such awareness programs address a wide range of issues such as **adolescent health and sanitation, menstrual health, negative repercussions of abuse and harassment on mental health, the necessity for discarding practices such as dowry and gender discrimination, constitutional provisions guaranteed for the protection of women in India**.
- The institution has various measures in place to ensure the **safety and security** of female students; round the clock security at both entrances, CCTV cameras at strategic locations, mandatory disclosure of id cards at the entrances
- The college has ensured the services of a **professionally qualified counselor** to cater to the mental health of all students especially for girls who find it difficult to disclose such personal matters to friends and family. 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 accomodation for female students (and staff) in a **well-maintained ladies hostel** adjoining the campus. The hostel runs efficiently under the supervision of senior female faculty member, who serves as the Hostel Warden.
- The campus has a spacious **ladies waiting room** with adjacent prayer room and toilets; these facilities are well maintained and cleaned regularly. Female ayahs are appointed to take care of the needs of the students, especially with regard to their menstrual hygiene like the distribution and disposal of sanitary napkins. There is a **sanitary napkin incinerator** to ensure good sanitation and green protocol. The institution also provides the facility of a **sick room** with a cot and other first-aid provisions. The **gymnasium** inside the campus has time exclusively allotted for the use of the facilities by female staff and students. Children of staff and students can be accommodated in the **daycare center** which functions adjacent to the campus, as and when the need arises.

File Description	Document
Link for annual gender sensitization action plan	[View Document](#)
Link for specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	[View Document](#)

7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

1. **Solar energy**
2. **Biogas plant**
3. **Wheeling to the Grid**
4. **Sensor-based energy conservation**
5. **Use of LED bulbs/ power efficient equipment**

Response: B. 3 of the above

File Description	Document
Geotagged Photographs	[View Document](#)
Any other relevant information	[View Document](#)
Any other relevant information	[View Document](#)

7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- **Solid waste management**
- **Liquid waste management**
- **Biomedical waste management**
- **E-waste management**
- **Waste recycling system**
- **Hazardous chemicals and radioactive waste management**

Response:

The college adheres to **Green Protocol** in all activities and programmes. The 3R principle of waste management (**Reduce, Reuse and Recycle**) is adopted for effective implementation of the Protocol within the college premises.

- Food wastes, plastic wastes, paper wastes, chemical precipitate from labs are the major types of solid waste produced on the campus.The college has appointed **cleaning staff** for the collection of solid waste generated within the premises. Massive plastic collection is also undertaken as part of **regular cleanliness drives** organised under COPS (Community Outreach Programmes), Unnath

Bharath Abhiyan campaigns, Swachatha hi Seva campaigns, Poshan Pakwada, Swatch Pakwada.

- **Colour coded (Red, Green and Yellow) dust bins** for the segregated disposal of plastic waste, food waste and paper waste respectively, are maintained on all floors of the college building. Individual departments and classrooms are also provided with waste baskets to discourage strewn waste.

- **Biogas plant** with 1 tonne capacity has been installed on the campus to convert the food waste from college, hostel, and canteen into biogas.

- **Incinerator** to burn non reusable 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.

- The college organises special awareness programs on **laboratory safety measures and disposal of chemical waste** scientifically.

- The students **convert the flex banners** printed for programmes, i**nto grow bags** and employ them in the organic farming venture inside the college campus. The different types of vegetables thus grown, are harvested, and distributed among different stakeholders.

- Waste like glass splinters and aluminum scraps are separated and disposed of in an eco-friendly manner.

- Students and faculty are encouraged to use **steel lunch boxes and steel glasses**.

- The **vermicompost pit** in the campus converts waste into organic Manure used for the plants on the campus.

- In addition to this, the institution collaborates and actively participates in the **Swachh Bharath Mission** . The college was honoured with the **'Best Performance Award'** for the successful execution of Swachatha Hi Seva Campaign.

- Wastage of water is effectively minimised through the immediate repair of leaking pipes and **drip irrigation** for gardening.

- Wastewater from hostel kitchens, canteen, and wash areas are redirected to the gardens.

- Chemical solvents from laboratories are refined and reused optimally and the rest is diluted and discharged in a manner that does not pollute drinking water resources.

- All the electronic devices are maintained regularly to ensure optimum use. Proper up-gradation and maintenance are guaranteed by the suppliers themselves.

- Only quality goods are purchased and the use of hazardous materials is reduced.

- Malfunctioning hardware of various electronic devices is outsourced to nearby schools and institutes offering vocational courses, for their practical study.

- The college has a standing agreement with **Haritha Karma Sena** of Kottamkara Grama Panchayat for the collection of e-waste.

- **Rainwater harvesting** is done to recharge the well inside the campus.

- There is a **water treatment plant** for effective waste water recycling. There is also a mechanism to channelise waste water for gardening purposes.

File Description	Document
Any other relevant information	[View Document](#)
Link for Relevant documents like agreements/MoUs with Government and other approved agencies	[View Document](#)
Link for Geotagged photographs of the facilities	[View Document](#)

7.1.4 Water conservation facilities available in the Institution:

1. **Rain water harvesting**
2. **Borewell /Open well recharge**
3. **Construction of tanks and bunds**
4. **Waste water recycling**
5. **Maintenance of water bodies and distribution system in the campus**

Response: A. Any 4 or all of the above

File Description	Document
Geotagged photographs / videos of the facilities	[View Document](#)
Any other relevant information	[View Document](#)
Link for any other relevant information	[View Document](#)

7.1.5 Green campus initiatives include:

1. **Restricted entry of automobiles**
2. **Use of Bicycles/ Battery powered vehicles**
3. **Pedestrian Friendly pathways**
4. **Ban on use of Plastic**
5. **landscaping with trees and plants**

Response: A. Any 4 or All of the above

File Description	Document
Various policy documents / decisions circulated for implementation	View Document
Geotagged photos / videos of the facilities	View Document
Any other relevant documents	View Document
Link for any other relevant information	View Document

7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:

1. **Green audit**
2. **Energy audit**
3. **Environment audit**
4. **Clean and green campus recognitions / awards**
5. **Beyond the campus environmental promotion activities**

Response: A. Any 4 or all of the above

File Description	Document
Reports on environment and energy audits submitted by the auditing agency	View Document
Certification by the auditing agency	View Document
Certificates of the awards received	View Document
Any other relevant information	View Document
Link for any other relevant information	View Document

7.1.7 The Institution has disabled-friendly, barrier free environment

1. **Built environment with ramps/lifts for easy access to classrooms.**
2. **Divyangjan friendly washrooms**
3. **Signage including tactile path, lights, display boards and signposts**
4. **Assistive technology and facilities for 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**

Response: A. Any 4 or all of the above

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

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 500 words).

Response:

The academic, non-academic, and administrative process of the institution aims 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 on the basis of caste and creed and thus promoting diversity. Qualified staff and meritorious students from different socio-economic and linguistic fields are part of this fraternity.

- During the admission process, a compassionate environment is fostered by giving preference to minorities, girls, and differently-abled students.

- The significant presence of teachers and students from other regions gives more importance to regional diversity.

- Special timetable is scheduled on Fridays so that minority students can offer prayers. A prayer hall is attached to the ladies' waiting area.

- 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. Students from other countries like Bhutan and union territories like Lakshadweep are enrolled here, and initiatives are taken to address their common linguistic problems.

- Guidance on Government Scholarships and other career development programmes are provided by the SC/ST/OBC cell of the college. Fee concession and fee waivers are allowed on merit to economically backward students.

- A conducive environment is provided through collaborative learning like group discussions:

Equality in leadership opportunities maintained through academic programmes, cultural clubs, events, fests, where students come together to focus on their distinctive interests and talents, transcending class and caste barriers.

• Linguistic diversity is upheld as the college offers three-second languages to choose from, including Hindi, Arabic, and Malayalam, apart from offering English.

• To facilitate diversity, religious and cultural festivals like Onam, Christmas, Holi, etc are celebrated.

• Kerala Piravi is observed to uphold the rich diversity of the state, both boys and girls wearing the traditional attires of their community and region.

• In language courses, there are essays and extracts dealing with the linguistic, regional, and cultural diversity of the nation.

• To cater to socioeconomic diversity, various awareness programmes and workshops are conducted.

• EBSB club initiates to provide an inclusive environment towards the understanding of regional diversity, as we have got Himachal Pradesh as the state to share various diversities via EBSB club.

• The Women's cell inculcates values of gender sensitization and caters to the needs of girl students coming from diverse backgrounds.

• Pledge on Human Rights day is meant to foster and uphold the various rights of the citizen.

• Mother's meal programme was organized in association with Parent Alumni which supplied about 100 food kits to nearby palliative families.

• Students often visit old age homes, orphanages, Mahila Mandiram, Blind federation and palliative care units, thus developing a positive and compassionate attitude towards the diversity of the society.

• "War is not a solution", the theme of the poster making competition held as part of Nagasaki day gives the message of universal harmony.

• National unity day- The birthday of Sardar Vallabhai Patel- Students take pledges conveying the message of tolerance and unity among human beings.

File Description	Document
Link for supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View Document](#)
Link for any other relevant information	[View Document](#)

7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

Response:

The constitutional obligations are reflected in every programme and activity organized by the institution. To attain the ideals of social, political, and economic justice embedded in the constitution, this institution ensures equal opportunities, human dignity, and justice to all the students and staff for their individual development, irrespective of their caste, creed, and gender. Students are sensitised on citizenship roles and responsibilities through dynamic participation in various competitions: club activities, film festivals, and cultural programs which are held to spread the values of fraternity, sovereignty, unity, and national integration.

The **national flag** is hoisted on the campus on **Independence day** and **Republic day**. The national anthem is sung by the students on this occasion. **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.

Students are sensitized to social commitments through participation in programmes like blood donation camps, awareness programmes, community development programmes. Students of this institution regularly visit **Gandhi Bhavan** Pathanapuram to provide the inmates with mental and financial support. To combat with COVID pandemic, COVID PLEDGE has been taken by students.

The institution organized **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. The college has the **Unnat Bharat Abhiyan** club and **EBSB** club to hold high the values and rights of our constitution.

The values of sympathy and civic consciousness are inculcated among the student community through programmes like poor home visits, orphanage visits, AIDS day observance, homes for the physically and mentally challenged children. Moreover, 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 various stand-up talks. Patriotic speeches on national freedom fighters essentially motivate the students to uphold constitutional values. The institution observes Surgical strike day. Quotes that encircle constitutional ideas and pictures of national heroes and heroines are manifested. The institution organizes competitions to identify **National Symbols** and **Freedom fighters.** The institution promotes the scientific temper and spirit of investigation through the campaign against credulity. The college magazines and manuscripts publish special issues for the same. The college union election is conducted every year to create awareness about transparency in the election process.

The institution habitually organizes interactive sessions with IAS and IPS officers and legislative Assembly Speaker to provide students orientation regarding the working of democracy. Teaching and Non-Teaching Staff of the institution take part in election duties including polling and counting duties. All curricular and co-curricular activities of this institution are aimed to develop scientific temper, humanism, and equality.

File Description	Document
Link for details of activities that inculcate values necessary to render students in to responsible citizens	[View Document](#)
Link for any other relevant information	[View Document](#)

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.

1. The Code of Conduct is displayed on the website
2. There is a committee to monitor adherence to the Code of Conduct
3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff

4. Annual awareness programmes on Code of Conduct are organized

Response: A. All of the above

File Description	Document
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 Document](#)
Code of ethics policy document	[View Document](#)
Any other relevant information	[View Document](#)

7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).

Response:

Commemorative days at the national and international level are aimed at inviting focus on specific issues/events. The institution takes the initiative to organise events of diverse nature to mark the observance of such days. Such observances serve the purpose of reminding the students that socio-cultural diversity is a key aspect of universal citizenship. It also aids in reminding the posterity of past events that hold relevance in shaping the present. In the Indian context, observance of days of national importance such as Republic Day, Independence Day, Rashtriya Ekta Diwas, National Youth Day serve as an occasion to reinforce the ideal of national identity and integrity among the student community. The organization of such events gives an excellent platform for building a sense of community/team within the college thereby paving the way for future initiatives. The celebration of regional festivals like Onam unite the staff and students under the umbrella of cultural distinctiveness unique to the state of Kerala. The college also celebrates festivals like Christmas and Holi prompting healthy appreciation of the cultural diversity inherent to our land. Over the past five years, the following observances were held:

World Environment Day (June 5th) - awareness programmes for students, teachers and general public on environment conservation and sustainability, sapling distribution and planting, green campus pledge. In addition to this, the college also observes World Ocean Day, World Wetlands Day, Nagasaki Day by organizing theme-specific talks/lectures by experts.

International Yoga Day (June 21st) - yoga practice sessions with an expert, awareness sessions on the relevance of the physical, mental and spiritual practice of yoga for holistic well-being.

Population Day (11th July) - poster making competition to draw attention to the various issues arising out of rising population.

World Hepatitis Day (28th July) - the college resides in a hepatitis-prone area so door-to-door campaigns and distribution of circulars were done by the students in the neighbourhood.

Gandhi Jayanthi (2nd October) - various community engagement initiitves organised under Community Outreach Programmess (COPS). October - Blood Donation Day - typing and donating

Constitution Day (26th November) - debate competition to celebrate the ideology and spirit of the Indian Constitution.

World Aids Day (1st December) - the students of the college proclaimed their support for the fight against AIDS through a red ribbon formation; AIDS awareness classes were also held.

Human Rights Day (10th December) - the Principal led the students in a pledge to uphold the Universal Declaration of Human Rights.

National Mathematics Day (22nd December) - talks/lectures by renowned academicins in the discipline, screening of Srinivasa Ramanujan's biopic.

National Youth Day (12th January) - talks propagating the teachings of Swami Vivekananda, debate competitions, video-making and poster-making competitions on themes dictated by the Ministry of Cultural Affairs annually.

National Science Day (28th February) - events/competitions to commemorate the contributions of Sir C. V. Raman, invited talks.

International Women's Day (8th March) - celebrated through the organization of legal orientation classes, self-defence training programmes and gender sensitization/awareness programmes.

File Description	Document
Link for any other relevant information	View Document
Link for Geotagged photographs of some of the events	View Document
Link for Annual report of the celebrations and commemorative events for the last five years	View Document

7.2 Best Practices

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

Response:

T. K. M. College of Arts and Science has the vision of pursuing excellence in academic and non-academic avenues simultaneously cultivating a sense of civic consciousness and social commitment. The college believes in the core values of social inclusiveness and responsibility and operates with the belief that academic interventions combined with continuous community engagement is the key to wholesome education.

Best Practice 1:

Academic Interventions Initiatives (AII) "Educate to Empower"

Aims and Objectives

The aims and objectives are listed below:

- 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.

Context

As a nation, India is moving towards a knowledge economy and society. Since 2014, the Government of India and MHRD has focused on moving the higher education sector towards a more multidisciplinary orientation while guaranteeing increased access, equity and inclusion. T. K. M. College of Arts and Science envisaged the aims and objectives of the **Academic Interventions Initiatives** taking this vision of the Central Government into account.

Practice

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. The steps include:

- Upgradation of LMS from Look Campus to Campus Technology which provides the facilities for hosting live classes, online examination, add-on courses, access to additional educational resources
- Organization of faculty training programmes to educate faculties about various online educational resources and platforms

· Access to free digital platforms conducive to online learning like G Suite and Moodle, provided by the college.

· Virtual Labs Nodal Center Program, an initiative of NME-ICT, MHRD and Amritha Vishwa Vidhyapeetham

· The college has been registered as NPTEL local chapter.

· IQAC played a major role in increasing the number of certificate courses offered by the various Departments, aimed at enhancing skill and employability of students.

The IQAC considers faculty empowerment as an important area identified in the Strategic (Five-Year) Plan:

·   The IQAC provides monetary incentives to faculty members to attend seminars/conferences/workshops

·   The IQAC has a separate budget head for funds for the conduct of Faculty Training Programmes and Workshops on various relevant themes which include interdisciplinary initiatives as well as department-specific programmes.

·   The IQAC ensures the timely participation of faculty members in Induction Programmes, Refresher Courses and FDPs to smoothen the CAS process.

·   The IQAC co-ordinates with the Research Committee and ensures submission of research proposals for availing grants/funds from various government agencies.

Academic Interventions Initiatives also cater to diverse student categories and devises programmes/strategies/practices for the same

- Under the **Academic Enhancement Programme** (AEP) of the college, students are given opportunities to interact with scholars, industry experts and scientists via lecture series, workshops, national and international conferences.
- **Counselling Assistance and Resources for Education** (CARE) exclusively caters to the needs of slow learners by providing them assistance with lab sessions, mock tests, additional learning materials.
- **IQAC-led Research Initiatives** (IRIS) focuses on promoting the spirit of intellectual curiosity and research among students through research methodology workshops, UG/PG internships, undertaking innovative topics for projects at UG/PG level and dissemination of information on premier research institutions.
- Students are given **coaching/assistance** for cracking qualifying examinations (like NET, SET, SLET, GATE) as well as entrance tests for admission into various state research departments as well central universities.
- The college library provides the students access to databases like **NList**.

Evidence of Success

1. The details of Faculty Training Programmes organized by IQAC are given below:

Year	No. of programmes
2016-2017	4
2017-2018	10
2018-2019	14
2019-2020	14
2020-2021	10

1. College is one among ten institutions shortlisted for *Let's Go Digital* **DigiCol** initiative of the Government of Kerala. Under this scheme, the college can avail MOODLE server space and LMS sponsored by the government.

2. The number of certificate courses offered by various departments have risen progressively in the last five years. The details are given below:

Year	No. of certificate courses
2018-2019	14
2019-2020	27
2020-2021	34

1. The college has registered for GSuite account and user IDs created for all faculty members and students. Every faculty member has a dedicated online platform (Google Classroom, Moodle, College LMS account) for sharing study materials, powerpoint presentations and video lectures with students.
2. The student community uses NList services provided by the college library to access resources for preparation of assignments, projects.

Problems Encountered and Resources Needed

Sl No.	Problems Encountered	Resources Needed	
1	Hesitation among students to adopt blended learning system	Teachers organized informal online sessions to familiarize th with various online educational resources; peer assisted learnin encouraged. Resources needed: 100 percent digital access for all students	
2	Digital literacy among teaching and non-teaching staff	Technical assistance from support staff	
3	Teachers find it difficult to attend Faculty Empowerment Strategies due to the hectic CBCS academic calendar	Schedule to ensure all faculty members get equal opportunitie seminars/workshops/Faculty Development Programmes on basis	
4	Financial constraints in the implementation of ICT-enabled teaching- learning techniques	Financial support from government/non-government organizati	

Best Practice 2:

Community Outreach Programmes (COPS) "Lend a Hand, Nurture the Society"

Aims and Objectives

The aims and objectives of COPS are listed below:

- Energize community development through social empowerment
- Develop a spirit of empathy and compassion for the underprivileged, among students
- Gain direct, rather than theoretical, 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. The vision of the founder was to mould generations of students who would 'lend a hand' for the upliftment of the society over and above individual gain and success. In 2018, the college institutionalized and codified its various community engagements, being carried over the years, under one initiative titled **Community Outreach Programmes (COPS)**. This initiative is well co-ordinated with various central and state government schemes/initiatives aimed at facilitating community development through the involvement of teachers and students, such as **Unnath Bharat Abhiyan**, **Poshan Pakwada**, **Swatch Pakwada**, **Swatchatha hi Seva**.

Practice

The college has organized various kinds of initiatives ranging from awareness programmes to relief work during natural disasters. The specifics of the various initiatives are given below:

- Awareness Programmes/Knowledge Sharing

1. The college has organized multiple seminars on the dangers of drug and alcohol abuse over the years. In an initiative titled *Vimukthi*, TKMCAS in collaboration with the State Excise Department, has regularly participated in door-to-door awareness campaigns in the college neighbourhood.
2. The faculty and students of TKMCAS have been active volunteers in organizing oral cancer awareness programmes in susceptible demographic areas in and around Kollam.
3. The students of the college not only attended Lifestyle Diseases, AIDS and Hepatitis Awareness classes conducted by experts in the field but also been active volunteers in spreading information in the backward areas around the college.
4. The students of the college staged street plays which propagated the message of women empowerment.
5. The college has organized *Plastic Vimuktha Gramam* initiative to mobilize students to engage in grassroots level awareness campaigns with regard to the eradication of plastics.

- Social Change through Community Engagement

1. Since 2014-15, the college has been actively cultivating the habit of caring for the elderly through **organizing visits to old age homes**. The students are encouraged to spend a significant amount of time engaging with senior citizens providing them necessary amenities and the comfort of company.
2. The students of the college are active volunteers in **cleanliness campaigns** thereby imbibing the spirit of the message propagated by the *Swatch Bharath Mission* of the central government and the *Shuchitwa Mission* of the state government.
3. As part of *the Plastic Vimuktha Gramam* initiative, the students engaged in massive collection of plastic waste from the Kottamkara Panchayath.
4. As part of the **Ecosystem Restoration** (**E-Res**) initiative of the college, the students distributed saplings to homes in the college neighbourhood to spread the message of organic farming. As part of the same, the students cultivated vegetables in the college campus and paddy in a waste land in the Kottankara Grama Panchayath area. The vegetable harvest was distributed among the needy.
5. The students organized and volunteered at **free eye check-up clinics** primarily targeting the elderly in and around Karicode. Free clinic to **monitor dental health** was also conducted.

6. As part of the **Palliative Care programme**, students distributed food and medicines to patients.

- Disaster Management – The state of Kerala, on account of being in an ecologically fragile zone, has been ravaged by natural disasters like floods and landslides. The college responded to this collective threat by mobilizing the staff and students into organizing various kinds of relief measures as well as other mitigation work.

1. When Kerala was wrecked by consecutive floods, a large number of people were forced to seek shelter in relief camps. The college responded to this disaster with a sense of civic consciousness and participated in relief work such as food distribution, clothes distribution, volunteering to clean houses wrecked by flood waters, and financial aid.
2. In the aftermath of the floods, students of the college embarked on a collection campaign putting together textbooks, notebooks and other stationary items for distribution among school children in the flood-hit areas.
3. The students and staff of the institution actively participated in mitigation measures during the time of the CoVid pandemic. Financial resources were mobilized to procure smart phones for students in tribal areas who did not have access to such technology. The money thus collected was also used to buy television sets for the school children who did not have the provision for following the classes aired on Victers channel. Students also created YouTube videos on various aspects of the CoVid pandemic to stop the spread of misinformation among the general public as well as to create awareness about the proper protocols to be followed. They also conducted surveys in the neighbourhood to understand how the pandemic has affected the livelihood of the general population.

Evidence of Success

1. Students visited the elderly at **Gandhi Bhavan, Pathanapuram** and **the Old Age Home at Keralapuram** distributing basic amenities like food, clothing and offering companionship.
2. As part of the cleanliness drives, the students of the college have cleaned a **two kilometre stretch of the Kollam beach, Pandarakulam water body in the college neighbourhood, the Blind Federation office and premises, Kilikollur railway station premises and Karicode bus stand**, KSRTC bus station. The Alumni of the college contributed for the installation of resting bench at the KSRTC bus depot.
3. As part of the *Plastic Vimuktha Gramam*, the students **collected plastic waste from houses in Kottankara Panchayath** and handed it over to the Grama Panchayath officials for proper disposal.
4. As part of the E-Res initiatives, **hundred saplings were distributed** to households in the Kottankara Grama Panchayath area.
5. The number of volunteers participating in COPS have seen a progressive rise with each year.
6. **100 percent staff participation in the salary challenge** advanced by the Government of Kerala for flood relief work.
7. The College has been selected for **Green Campus Award**, by Haritha Kerala Mission, as recognition for the initiatives and activities organized to promote green protocol inside the college campus.

Problems Encountered and Resources Needed

Sl No.	Problems Encountered	Resources Needed	
1	Financial constraints	1. Increasing monetary support from external stakeholders like alumni and PTA 2. Mobilizing financial aid from philanthropic individuals and non government agencies	
2	Time constraints faced by students owing to the taxing academic schedule of the Choice Based Credit System (CBCS)	1. Recommendations to University of Kerala to include community engagement as a compulsory part of the curriculum. 2. Mobilizing more students and staff into COPS	

File Description	Document	
Link for Best practices in the Institutional web site	[View Document](#)	
Link for any other relevant information	[View Document](#)	

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

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 moulded 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 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.
- Seminars/Conferences/Workshops/ Faculty and Student Training Programmes (under Academic Enhancement Programme) are conducted periodically both at the college-level and department-level. There are inter-department collaborations to expose the students to the scope and possibilities of multi-disciplinarity.
- Awareness programmes are conducted and activities are organized to inculcate awareness among the TKM fraternity about Human Rights, Gender Sensitivity, Inclusiveness, National Integrity. Human Rights Forum, Women's Unit, Women's Cell (Mithra), Ek Bharat Shreshta Bharath

(EBSB) Unit, NSS and NCC take the lead in the conduct of such programmes.

- The various departments of the college have progressively increased the number of certificate courses offered; they are specifically designed to promote skill training and employability of the students.
- The faculty members provide coaching sessions for competitive exams such NET, SET and orientation programmes are conducted to disseminate information about premier higher education institutions and research centres.
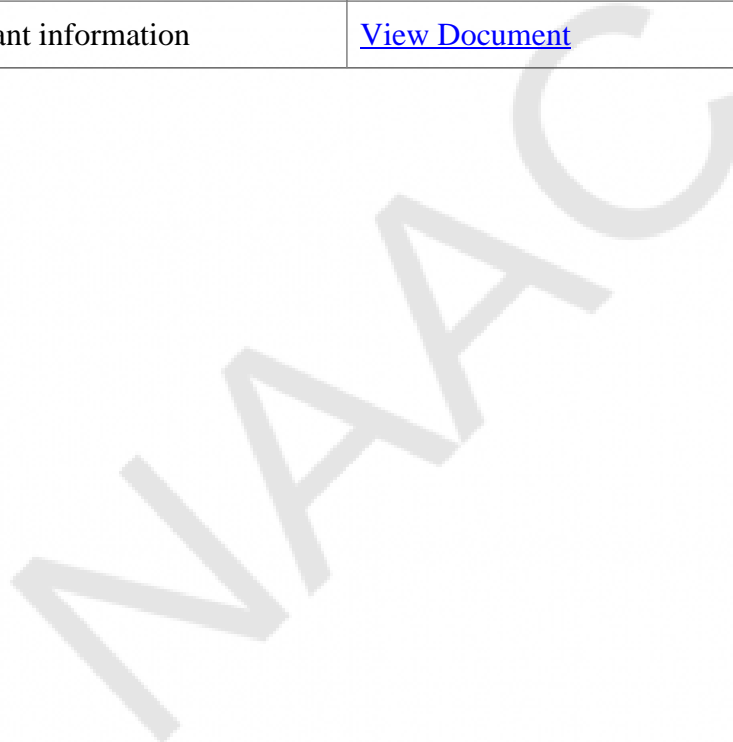
Green Campus

- Departments of Botany and Zoology, Nature Club, Environment Club regularly organize events to create awareness about conservation and environment sustainability. Programmes like Eye for Nature, Ecosystem Restoration (E-Res), Pachathuruthu not only introduce the students to different marvels of nature but also teach them to work towards the goal of sustainable development.
- The college has implemented a green protocol inside the campus with the vision of eliminating/reducing the use of plastic.
- The students and teachers of the college are active volunteers in the programmes/drives organised by Haritha Karma Sena of the Grama Panchayath as well the Haritha Kerala Mission of the Government of Kerala.
- The college has a well-maintained bio-diversity garden and botanical garden. There is also a state-of-the-art aviary installed in the premises of the botanical garden.
- In addition to the regular cleanliness drives organised under the Community Outreach Porgrammes (COPS) under the college banner, the students actively participate in the Swachtha Hi Seva campaigns and rallies of the Government of India as well the Shuchitwa Mission Programmes of the State Givernment.
- Under the banner of COPS, students have undertaken organic farming inside the college campus as well as in a wasteland in the neighbourhood of the institution.
- As part of the green protocol implemented, the college has a rainwater harvesting mechanism, bio-gas plant and water recycling mechanisms.

Inculcating social responsibility and commitment in the TKM fraternity

- The college community takes an active role in the upliftment of women from backward classes. Regular visits are organised to the neighbouring Mahila Mandiram in order to better understand the problems faced by women in the real world. The staff and students do their part in empowering these women by providing them with sewing machines, arranging vocational skill enhancement classes to empower then towards self-reliance such as stitching classes, embroidery training, arts and crafts classes, clothbag making.
- In another characteristically TKM community-gesture, the students of our institution took the initiative to collect financial resources and build a house for a classmate coming from unfortunate circumstances. The project was titled Sahapadikku oru Veedu (House for a Classmate).
- The college adopted Perumon Govt. LP School and took the initiative to organize cleanliness drives, planting of saplings, beautification of the school premises with huge wall drawings of child-friendly characters. The staff and students of the college also offered academic support and reorganized the school library.
- The students of the college co-ordinate with the Kollam Blind Federation and offer voice assistance to the visually challenged. In keeping with vision, mission and core values of the institution, the students pooled together money to buy and distribute smart canes for the visually challenged.

The various other day-to-day academic and non-academic engagements are supplemented with small and large gestures of community engagement with awareness about the attributes that turn a citizen into a 'good citizen'.

File Description	Document
Link for appropriate web in the Institutional website	[View Document](#)
Link for any other relevant information	[View Document](#)

5. CONCLUSION

Additional Information :

T. K. M. College of Arts and Science enjoys a promiment place among the numerous centres of higher education in the district of Kollam. This pride of place is validated by the demand ratio of the various programmes offered by the institution. With each academic year, the number of applications for admission have seen a steady rise.

- Over the past years, the UG annd PG students of the college have secured top positions in the university exams. In the current year, students of the PG departments of English and Biochemsitry secured first rank at the university level.
- In 2020-21, the college constructed a new Research Block with funding from RUSA.
- Extending the efforts of the institution to stay abreast of the latest developments in the field of higher education, the college started offering new generation Double Main Programme (BA Economics and Maths) and the first batch of students enrolled in 2020.
- The college hosts a sub-centre of the Civil Service Academy under Centre for Continuing Education Kerala.
- As part of the massive infrastrcutre augmentation undertaken by the Management, the college auditroum and seminar hall were renovated and modernized with upgraded acoustics and lighting.
- The college takes keen interest in being part of all State and Central Government schemes aimed at improving quality of higher education and facilitating student and faculty involvment in nation building and community development.
- Over the years, the alumni involvement in institutional initiaitves have shown a phenomenal rise. It is a matter of great pride for the alma mater that the alumni of the college extends their activities outiside the confines of the college and lends a helping hand to the deproved sections of the society.

Concluding Remarks :

T. K. M. College of Arts and Science, Kollam is a renowned centre of higher education in South Kerala. The demand ratio for admission to the various UG and PG programmes stands testimony to the reputation of the institution. It is a matter of great pride that the college has been instrumental in empowering girls and boys from socially and economically backwards circumstances in forging a new life for themselves. Above 75 percent of our students are girls, and the institution ensures a safe space for the most effective education. Every year, as we move forward in the footsteps of our visionary founder, the college seeks new milestones and plans to evolve into an institution that can offer more programmes and facilities than it does now. The higher education sector has been undergoing radical changes in recent years and T. K. M. College of Arts and Science seeks to stay abreast of these changes which will herald a better future for the citizens of tomorrow.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
2.1.1	**Average Enrolment percentage (Average of last five years)** 2.1.1.1. **Number of students admitted year-wise during last five years** Answer before DVV Verification: `<table>` 2020-21: 655, 2019-20: 606, 2018-19: 637, 2017-18: 607, 2016-17: 596 Answer After DVV Verification : 2020-21: 650, 2019-20: 604, 2018-19: 637, 2017-18: 603, 2016-17: 596 2.1.1.2. **Number of sanctioned seats year wise during last five years** Answer before DVV Verification: 2020-21: 682, 2019-20: 625, 2018-19: 640, 2017-18: 613, 2016-17: 613 Answer After DVV Verification : 2020-21: 677, 2019-20: 623, 2018-19: 640, 2017-18: 609, 2016-17: 613 Remark : Input edited as per the excluding PhD students.
2.1.2	**Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)** 2.1.2.1. Number of actual students admitted from the reserved categories year-wise during the last five years Answer before DVV Verification: 2020-21: 650, 2019-20: 604, 2018-19: 637, 2017-18: 603, 2016-17: 596 Answer After DVV Verification : 2020-21: 375, 2019-20: 343, 2018-19: 357, 2017-18: 340, 2016-17: 339
2.3.3	**Ratio of students to mentor for academic and other related issues (Data for the latest completed**

2.1.1

2.1.1.1. **Number of students admitted year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
655	606	637	607	596

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
650	604	637	603	596

2.1.1.2. **Number of sanctioned seats year wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
682	625	640	613	613

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
677	623	640	609	613

2.1.2.1. Number of actual students admitted from the reserved categories year-wise during the last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
650	604	637	603	596

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
375	343	357	340	339

	academic year) 2.3.3.1. Number of mentors Answer before DVV Verification : 74 Answer after DVV Verification: 48
3.1.1	**Grants received from Government and non-governmental agencies for research projects, endowments, Chairs in the institution during the last five years (INR in Lakhs)** 3.1.1.1. **Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)** Answer before DVV Verification: 	2020-21	2019-20	2018-19	2017-18	2016-17
---	---	---	---	---
2.96	0	.4	200	2.755 | Answer After DVV Verification : | 2020-21	2019-20	2018-19	2017-18	2016-17
---	---	---	---	---
2.96	0	.4	200	2.750	
3.1.3	**Percentage of departments having Research projects funded by government and non government agencies during the last five years** 3.1.3.1. **Number of departments having Research projects funded by government and non-government agencies during the last five years** Answer before DVV Verification: 	2020-21	2019-20	2018-19	2017-18	2016-17
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0	1	3	4	5 | Answer After DVV Verification : | 2020-21	2019-20	2018-19	2017-18	2016-17
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2	0	4	1	3 | 3.1.3.2. **Number of departments offering academic programes** Answer before DVV Verification: | 2020-21	2019-20	2018-19	2017-18	2016-17
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3.2.2	**Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the last five years** 3.2.2.1. **Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
16	6	7	2	1

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
10	6	7	2	1

3.3.2	**Number of research papers per teachers in the Journals notified on UGC website during the last five years** 3.3.2.1. **Number of research papers in the Journals notified on UGC website during the last five years.**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
23	6	5	13	30

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
25	8	6	13	31

3.3.3	**Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years** 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 last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
18	14	11	12	15

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
18	13	17	15	18

3.4.2	**Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years** 3.4.2.1. **Total number of awards and recognition received for extension activities from**

Government/ Government recognised bodies year-wise during the last five years.

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
39	30	25	21	9

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
04	04	03	03	8

3.4.3   **Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years**

    3.4.3.1. **Number of extension and outreached Programmes conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
42	48	41	27	19

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
44	38	54	27	20

Remark : Input edited as per the clarification response.

3.4.4   **Average percentage of students participating in extension activities at 3.4.3. above during last five years**

    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 last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
2873	2963	1342	2512	937

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
2424	2398	1489	2210	995

3.5.1   **Number of Collaborative activities for research, Faculty exchange, Student exchange/**

	internship per year 3.5.1.1. **Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year-wise during the last five years** Answer before DVV Verification: 	2020-21	2019-20	2018-19	2017-18	2016-17
---	---	---	---	---
36	4	2	3	1 | Answer After DVV Verification : | 2020-21	2019-20	2018-19	2017-18	2016-17
---	---	---	---	---
17	4	2	3	1	
3.5.2	**Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years** 3.5.2.1. **Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years** Answer before DVV Verification: 	2020-21	2019-20	2018-19	2017-18	2016-17
---	---	---	---	---
14	5	1	3	0 | Answer After DVV Verification : | 2020-21	2019-20	2018-19	2017-18	2016-17
---	---	---	---	---
06	5	1	3	0	
4.1.4	**Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)** 4.1.4.1. **Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)** Answer before DVV Verification: 	2020-21	2019-20	2018-19	2017-18	2016-17
---	---	---	---	---
89.76	118.57	27.04	49.81	93.50 | Answer After DVV Verification : | 2020-21	2019-20	2018-19	2017-18	2016-17
---	---	---	---	---
89.76	118.57	26.04	48.81	93.50	
4.2.4	**Percentage per day usage of library by teachers and students (foot falls and login data for online access) during the latest completed academic year**

4.2.4.1. Number of teachers and students using library per day over last one year
Answer before DVV Verification : 385
Answer after DVV Verification: 244

Remark : Input edited as per the clarification response , considering 5 working days (4 Jan 2021 to 8 Jan 2021) and calculate the average of usage of library by teachers and students.

4.4.1	**Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)**

4.4.1.1. Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year-wise during the last five years (INR in lakhs)

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
59.22	79.48	69.09	51.42	63.40

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
58.16	79.14	69.09	51.42	63.40

5.1.4	**Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years**

5.1.4.1. Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1526	1990	1286	1363	1614

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
1112	1908	1045	903	1584

5.2.3	**Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)**

5.2.3.1. Number of students qualifying in state/ national/ international level examinations (eg: IIT/JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations, *etc.*)) year-wise during last five years
Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
14	12	20	18	22

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
08	09	17	16	19

5.2.3.2. **Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17

5.3.1	**Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.**

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) year-wise during the last five years.**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
20	49	26	28	56

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
20	45	25	28	56

Remark : Input edited as per the excluding inter district and inter collegiate awards.

7.1.2	**The Institution has facilities for alternate sources of energy and energy conservation measures**

1. **Solar energy**
2. **Biogas plant**
3. **Wheeling to the Grid**
4. **Sensor-based energy conservation**
5. **Use of LED bulbs/ power efficient equipment**

Answer before DVV Verification : A. 4 or All of the above
Answer After DVV Verification: B. 3 of the above

2.Extended Profile Deviations

ID	Extended Questions
1.1	**Number of courses offered by the Institution across all programs during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
366	354	358	360	360

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
135	134	134	138	122

ID	Extended Questions
1.2	**Number of programs offered year-wise for last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
20	19	19	19	19

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
18	17	17	17	17

ID	Extended Questions
2.1	**Number of students year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1792	1742	1746	1672	1604

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1780	1735	1746	1667	1603

ID	Extended Questions
2.2	**Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
678	623	640	609	613

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
411	377	391	377	384

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