



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		GOVERNMENT COLLEGE KATTAPPANA
Name of the head of the Institution		Dr. O. C. Aloysius
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		04868272347
Mobile no.		9446289914
Registered Email		gckattappana@gmail.com
Alternate Email		gckattappanaiqac@gmail.com
Address		Kattappana P O, Idukki District, Kerala - 685508
City/Town		Kattappana
State/UT		Kerala
Pincode		685508

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	state
Name of the IQAC co-ordinator/Director	Sreekanth K C
Phone no/Alternate Phone no.	04868272347
Mobile no.	9496578741
Registered Email	gckattappanaiqac@gmail.com
Alternate Email	gckattappana@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://gckattappana.ac.in/iqac/AOAR-2017-18.pdf
--	---

4. Whether Academic Calendar prepared during the year	Yes
--	------------

if yes,whether it is uploaded in the institutional website: Weblink :	http://gckattappana.ac.in/iqac/Academic %20Calendar 2018-19.pdf
--	--

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	A	3.03	2016	16-Sep-2016	16-Sep-2021

6. Date of Establishment of IQAC	10-Aug-2011
---	--------------------

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Internal Academic audit	04-Feb-2019	4

	1	
Seminar on New Accreditation methodology of NAAC	29-Nov-2018 1	60
Faculty development programme	23-Jun-2018 1	41
Orientation Seminar for First year students	03-Aug-2018 1	180
Internal academic audit	04-Feb-2019 1	4
View File		

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

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
View File				

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

6

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

- Collected feedback from students, faculty members, parents and alumni.
- Conducted academic audit • Measures were taken to familiarise new post graduate curriculum to faculty members. conducted faculty development programmes • Coordinated orientation programmes for newly enrolled students. • Compilation and Submission of Annual Quality Assurance Report to NAAC 201819. • Verification of placement proposals of faculty members.

[View File](#)

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

Plan of Action	Achievements/Outcomes
Decided to conduct the internal academic audit	Conducted the audit and prepared the report for further improvement
Financial Aspects	IQAC helped to achieve optimum utilisation of state plan fund and to submit proposals for financial support for the next academic year.
To provide support to various academic activities of the college	IQAC provided support in Academic Assessments, Timetable, Attendance, Examination, Staff Profiles, Feedback system etc.
To conduct programmes for women empowerment	Women Cell has conducted various activities for women empowerment. Coaching Programmes (for state PSC and other competitive examinations) were conducted for girl students
To strengthen the activities of Career Guidance and Placement Cell	Students have been placed to different organisations
Construction of new academic block and staff quarters.	Received sanction from state government for the construction of new academic block, Staff Quarters and Guest House
Planned to implement academic calendar	prepared academic calendar and enforced it to a great extent
View File	

14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
college council	18-Dec-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2019

Date of Submission

27-Feb-2019

17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>The college does have a management information system even though not fully operational. Admission to the college is carried out by the University through the Single window system. Collection of fees is done online by the University. Internal assessment is done by the college and the marks are uploaded to the University Examination Management Portal. The attendance and leave of the staff is marked by a biometric attendance system. The staffs of the college use the punching system for marking their entry and exit from the college and it is regularly monitored and assessed by the principal and the Director of Collegiate Education, Kerala. Also the relevant information and details regarding the courses offered in the college are published in the website of the college. The following modules are currently operational in College MIS: 1. Academic Assessments 2. Students List 3. Hourly Timetable, 4. Paper wise Attendance 5.Examination 6. Staff Profiles, 7. Feedback system.</p>

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The college has implemented an effective mechanism for curriculum delivery and documentation. In the beginning of every academic year a college council meeting and a staff meeting are held to analyse the achievements and failures of the previous year and programmes are charted accordingly for the upcoming academic year. At the beginning of the academic year, the Academic Committee of the college plans the academic activities of the academic year and an academic calendar is prepared at the college level which incorporates all academic activities such as examinations, internal evaluation etc. prescribed in the academic calendar of the university. The general timetable of the college for the academic year also is prepared by the Academic Committee. The academic committee of the college meet frequently to evaluate the academic process taking place in the college. Department faculty meetings are held regularly to analyse and rectify any shortcomings at department level. A centralised internal examination is conducted every semester in addition to the department level internal examinations. Remedial teaching programmes have been implemented for weak students. Such students are provided with study materials and model question papers free of cost. Mentoring sessions are arranged for bright

students to improve their grades and for career advancement. All faculty members maintain teachers' diary. Class tutors monitor respective classes and class PTA meetings are held regularly to evaluate the progress of students. Students' feedbacks are taken at department level and any modifications if required are made accordingly.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Economics	01/01/2018
BA	Malayalam	01/01/2018
BCom	Commerce	01/01/2018
BSc	Mathematics	01/01/2018
BSc	Chemistry	01/01/2018
MA	Malayalam	01/01/2018
MA	Economics	01/01/2018
MCom	Commerce	01/01/2018
MSc	Chemistry	01/01/2018

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

Certificate	Diploma Course
No Data Entered/Not Applicable !!!	

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Water Quality Analysis	12/06/2018	25
Communicative English	04/07/2018	30
UGC NET Coaching	11/06/2018	30
Bank Coaching	08/08/2018	30
PSC Coaching	04/10/2018	60
Yoga	03/11/2018	25
Life Skills Education	12/11/2018	30

Media studies	10/10/2018	30
WWS	04/06/2018	90
SSP	04/06/2018	90
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Economics	50
BA	Malayalam	28
BCom	Commerce	61
BSc	Chemistry	21
BSc	Mathematics	21
MA	Economics	14
MA	Malayalam	11
MCom	Commerce	11
MSc	Chemistry	10
No file uploaded.		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<p>IQAC has developed a software to collect feedback from students. The feedback mechanism is an inclusive one that collects data on students' opinion on the institution, department and individual faculty members. The feedback can be given anonymously by the students. Towards the end of the academic year, the outgoing batch of students is able to submit their feedback regarding the college, department and teachers, in a confidential manner. The feedback of the teachers is directly sent to each teacher by the Principal, based on which each teacher makes a self-evaluation and corrective measures are taken. Academic Council meetings are organised, wherein overall observations on the feedback made by the IQAC and the Principal are put forward and the departments are instructed to formulate their Action Plan based on the feedback given by the students. Regular departmental meetings are conducted to discuss and chalk out programmes based on the students' feedback, needed for the overall development. PTA meetings held at departmental levels, serve to collect feedbacks from parents, the suggestions are discussed at the PTA executive committee meetings followed by General Body meetings after which they are positively implemented. Alumni Association meetings help to gain an insight into the employable skills of the respective courses.</p>

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
No Data Entered/Not Applicable !!!				
View File				

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	553	95	13	Nil	28

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
41	41	12	23	4	9
View File of ICT Tools and resources					
View File of E-resources and techniques used					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The institution has a well-developed students mentoring system. College has a tutorial system in which each class is assigned to a tutor. The tutor collects the profile of the students assigned which includes the socio cultural and financial background of the students. It allows the tutor to devise strategies for the academic growth as well as the personal improvement of the students. The tutor interacts with them regularly to find out their potentials and the possible hindrances in their academic path. Tutorial sessions are held at the end of regular class hours and the tutors monitor progress of each student. Remedial sessions are arranged for the weaker students and special instructions are given to those students who exhibit exemplary academic abilities. The students with other abilities are encouraged to shape and sharpen their skills and abilities. They are given sufficient number of opportunities to present their talents. Every effort is taken to help the students with poor financial background. Class PTA meetings are organised at least once in a semester to analyse the progress of students. Personal counselling sessions are offered to students if required. Students are always encouraged to interact with the teachers so that they feel at home every time. The college conducts Scholar Support Programme (SSP) to provide support to weaker students. 5-10 weaker students are selected from each class and they are provided with special care. Study materials are provided to such students free of cost and special mentoring sessions are arranged to help them in their difficult topics. The college also conducts Walk With a Scholar Programme for bright students. Faculty members from the institution as well as eminent scholars in various fields conduct mentoring sessions for students. In these sessions career opportunities for each course are discussed and students are provided with training in interview skills, group discussions and examination writing skills. About seventy percentage of the students are girls. The women cell of the college conducts a lot of activities and mentoring sessions for the girls to enhance their confidence level abilities. Special training programmes on self defence, career guidance etc are given to the girl students.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
--	-----------------------------	-----------------------

648

41

1:16

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
41	33	8	8	11

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
No file uploaded.			

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BSc	Mathematics6	6th semester	22/03/2019	29/04/2019
BSc	Chemistry	6th semester	22/03/2019	29/04/2019
BCom	Nill	6th semester	22/03/2019	29/04/2019
BA	Economics	6th Semester	22/03/2019	29/04/2019
BA	Malayalam	6th semester	22/03/2019	29/04/2019
MA	Malayalam	4th Semester	06/05/2019	24/09/2019
MA	Economics	4th Semester	06/05/2019	24/09/2019
MSc	Chemistry	4th Semester	06/05/2019	24/09/2019
MCom	Nill	4th Semester	06/05/2019	24/09/2019
View File				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Continuous Internal Evaluation is a major component of the curriculum adopted by the institution. The academic progress of the students is regularly monitored through QA, assignments, seminar presentations, project works, internal examinations and viva voce at the departmental level. Class tests are conducted by the teachers regularly as a teaching learning activity. Two internal exams are conducted during each semester. In case the students are unable to report on the day of these exams, retests are conducted. Students engaged in other activities like Sports, NCC, NSS, and cultural activities are given the chance to appear for special tests to make up for their possible absence during the internal exams. Attendance is marked each hour, and the corresponding marks for attendance are reckoned in the calculation of internal assessment marks. In addition, the students make Seminar presentations and submit assignments, the marks scored in which are also reckoned as Internal Assessment marks. For science subjects where laboratory classes are included in

the syllabus internal assessment is done on the basis of laboratory examinations, lab involvement, attendance and timely submission of laboratory records. The institution tries to incorporate innovative ways of modifying the internal assessments. Oral exams and viva voce are conducted as part of these measures.

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

The institution is a constituent college affiliated to the Mahatma Gandhi University Kottayam. The college prepares the academic calendar in line with the academic calendar of the university. In the beginning of every academic year a college council meeting and a staff meeting are held to chalk out the action plan for the academic year. The academic committee of the college incorporates the suggestions and convene their meetings to discuss the calendar. Academic calendar is designed in these meetings and dates of common internal examinations and other activities are assigned. Duties are assigned to each teacher to ensure the smooth implementation of the action plan. Monthly targets are set for the completion of the portions at the department level. The Principal convenes monthly meetings of the Academic Council comprising the Heads of each department, to review the monthly progress. The departments organise meeting after each of these Academic Council Meetings. In addition, at least two common Staff meetings are held in each semester. The departments submit the yearly reports at the end of the academic year. These are reviewed by the Principal and the IQAC and based on these next years' action plan is chalked out. The internal examinations and other tests at the institution level are conducted in strict compliance with the academic calendar of the college, However, changes may occur due to unforeseen reasons.

2.6 – Student Performance and Learning Outcomes

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

<http://www.gckattappana.ac.in>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
Nill	BA	Economics	48	40	83
Nill	BA	Malayalam	28	19	67.86
Nill	BSc	Chemistry	21	19	90
Nill	BSc	Mathematics	21	20	95
Nill	MA	Malayalam	11	7	63
Nill	MA	Economics	14	13	92.8
Nill	MSc	Chemistry	10	9	90
Nill	MCom	Commerce	11	7	63.6

[View File](#)

2.7 – Student Satisfaction Survey

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

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	Nil	UGC	140000	140000
No file uploaded.				

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Missra 2018, Methodology in Social Sciences Research and Its Applications	Commerce	12/12/2018
Athmcharithram jeevakatha	Department of Malayalam	17/12/2018
Local Area Economic Development: Theories and Practices	Department of Economics	28/11/2018
Workshop on Geogebra and Python	Department of Mathematics	04/01/2019
Recent Trends in Chemistry	Department of Chemistry	13/11/2018

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
No file uploaded.				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

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

Name of the Department	Number of PhD's Awarded
Economics	1

Commerce	1
Statistics	1

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Commerce	2	5
International	Chemistry	3	3
No file uploaded.			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Commerce	2
Chemistry	3
Malayalam	6
Economics	1
No file uploaded.	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
The financial Saunders of Commercial Banks in India: An application of Bankometer model	Dr. O C Aloysius	The International Journal of Emerging Technologies and Innovative Research	2018	Nil	Government College Kattappana	Nil
Marketing of Banking Services - A Comparative Study of Public and Private Sector Banks in Kerala	Minija Abraham	International Journal of Advanced Research in Computer Science and Management Studies	2018	Nil	Government College Kattappana	Nil
Quantum chemical studies on 4-(2, 6-di	Dr. V Kannan	Journal of Molecular Structure	2019	Nil	Government College Kattappana	3

phenylpyridin-4-yl) phenol: An electron transport and nonlinear optical molecule						
Effective degradation of methylene blue in aqueous solution using Pd-supported Cu-doped Ti-pillared montmorillonite catalyst	Dr. V Kannan	Applied Clay Science	2018	Nil	Government College Kattappana	10
Pd supported on Cu-doped Ti-pillared montmorillonite as catalyst for the Ullmann coupling reaction	Dr. V Kannan Dr. V Kannan	Applied Clay Science	2018	Nil	Government College Kattappana	7
Amphiphilic Dendrimer as reverse micelle: Synthesis, Characterisation and Application in heterogeneous organic catalysis	Dr. V Kannan	Tetrahedron	2019	Nil	Government College Kattappana	1
No file uploaded.						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
--------------------	----------------	------------------	---------------------	---------	---	---

Amphiphilic Dendrimer as reverse micelle: Synthesis, Characterisation and Application in heterogeneous organic catalysis	Dr. V Kannan	Tetrahedron	2018	5	1	Nil
Pd supported on Cu-doped Ti-pillared montmorillonite as catalyst for the Ullmann coupling reaction	Dr. V Kannan	Applied Clay Science	2019	5	7	Nil
Effective degradation of methylene blue in aqueous solution using Pd-supported Cu-doped Ti-pillared montmorillonite catalyst	Dr. V Kannan	Applied Clay Science	2018	5	10	Nil
Quantum chemical studies on 4-(2, 6-diphenylpyridin-4-yl) phenol: An electron transport and nonlinear optical molecule	Dr. V Kannan	Journal of molecular Structure	2018	Nil	3	Nil
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	11	64	1	18
Presented papers	6	16	1	18
Resource persons	Nil	3	Nil	7
No file uploaded.				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Rebuild Kerala	NSS	2	200
Blood Donation	NCC	1	160
Stem Cell Donation	NCC	1	100
Visit to Memali to study and report the social status of the People	Department of Economics	6	180
Anti-Drug Campaign	NCC and NSS	4	300
Aids Awareness campaign	NCC and NSS	3	300
Traffic Control	NCC	1	160
Anti-diabetic Mass Run	NCC	1	160
Noon day Meal to the destitutes	NCC, NSS, all other clubs	10	500
Anti-plastic campaign	NCC and NSS	3	400
No file uploaded.			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Traffic Control	Award by the Municipality	Municipality	160
Rebuild Kerala	Recognition by the Government	Government of Kerala	200
No file uploaded.			

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

Name of the scheme	Organising unit/Agen	Name of the activity	Number of teachers	Number of students
--------------------	----------------------	----------------------	--------------------	--------------------

	cy/collaborating agency		participated in such activities	participated in such activities
Environment day	NCC , NSS and Municipality	Planting and caring of saplings on roadsides	4	300
Swacch Bharat	NCC	Rally, Work and awareness campaigns	1	160
Gender Equality	Women Cell	Class, Training	2	400
Anti-drug Campaign	NCC and NSS	Class, Campaign and rally	3	350
Noon day meal to AKAsaparavakal	NCC, NSS and all other clubs	Providing noon day meal to the destitutes on every Thursday	20	600
One day One rupee	All the departments	Collection of one rupee from every student on all days for charity	40	648
Self Defence	NCC	Training on Slef Defence for Girls	1	200
Adoption	Department of Economics	Adoption of a tribla school	6	180
Flood Relief	NCC and NSS	Construction and renovation of houses, roads etc as part of flood relief activities	10	300
Green Kerala Clean Kerala	NSSs	Cleaning of Public Places and Institutions	2	200
No file uploaded.				

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Joint research and publication	Miguel A Vicente GIR?QUESCAT, Departamento de Química Inorgánica, Universidad de Salamanca, 37008 Salamanca, Spain	Nil	2018

No file uploaded.

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Project	MSC Project	Newman College Thodupuzha, FACT Aluva	Nil	Nil	Nil
project	MA	Nil	Nil	Nil	Nil
Project	M Com	Nil	Nil	Nil	Nil
No file uploaded.					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
19975392	19975392

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Others	Existing
Classrooms with Wi-Fi OR LAN	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Video Centre	Existing
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
No file uploaded.	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Bookmagic	Partially	Nil	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	34212	Nil	841	300000	35053	300000
Reference Books	1463	Nil	Nil	Nil	1463	Nil
Journals	12	Nil	Nil	Nil	12	Nil
e-Journals	1	Nil	Nil	Nil	1	Nil
CD & Video	59	Nil	Nil	Nil	59	Nil
No file uploaded.						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	134	4	3	1	1	12	25	10	0
Added	1	0	0	0	0	0	0	0	0
Total	135	4	3	1	1	12	25	10	0

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

10 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
850600	797226	5614708	5600591

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

The optimum utilization of the physical, academic and support facilities available is one of the top priorities of the college. Stock verification of inventory is done annually, and suitable additions carried out, in accordance with the need in classrooms and laboratories. The Library Advisory Committee monitors the developments in the library, and meets periodically to suggest new initiatives and purchases. Staff and students record their recommendations and suggestions for the availability of books and journals, based on which action is taken. The sports grounds, indoor stadium and physical fitness centre are maintained and upgraded as per requirements. These facilities are open to the staff and students. Most of the Class rooms have LCD projector facilities and students are encouraged to take presentations with the aid of these. Annual stock verification is done in laboratories and based on the report damaged items are replaced and proposals for purchase of new equipment are made. Most of the computers in the college has high speed internet connectivity and students are encouraged to avail e-study materials and e-journals. The entire campus is wifi connected and three different wifi connections are available at the college. The equipment and infrastructure facilities are used in a systematic and vigilant manner so that no facility becomes unused or damaged.

<http://gckattappana.ac.in>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Post metric scholarship	169	Nil
Financial Support from Other Sources			
a) National	Jeevakarunya Scholarship	10	15000
b) International	Nil	Nil	Nil
No file uploaded.			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
SSP	01/06/2018	90	Government of Kerala
WWS	01/06/2018	90	Government of Kerala

Yoga training	05/06/2018	100	NCC and NSS
Remedial Coaching	01/06/2018	150	Institution
Communication training	10/07/2018	120	Department of English
Mentoring	01/06/2018	150	All Departments
Counselling	01/08/2018	200	Women Cell in association with Government of Kerala
Soft Skill Development	02/01/2019	100	NCC
No file uploaded.			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	Entrance for M.Sc. Chemistry (IIT JAM)	10	Nil	2	Nil
2018	P SC Coaching	100	Nil	23	12
2018	UGC NET Coaching	30	Nil	2	Nil
No file uploaded.					

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

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

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
SBI Life, HDFC, ESAF, Eureka, Forbes, Nirmal H.R.	40	8	TCS	5	2
No file uploaded.					

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	14	BA	Malayalam	Govt. College Kattappana, Pavanatma College Muri ckassery, School of Letters M G University Kottayam, Maharajas College Ernakulam	M A Malayalam
2019	11	B Sc	Mathematics	Govt. College Kottayam, Nirmala College Muva ttupuzha,	M Sc Mathematics
2019	10	B Sc	Chemistry	Govt. College Kattappana, Pavanatma College Muri ckassery, Govt. College Kottayam	M Sc in Chemistry
2019	26	B Com	Commerce	MES College Nedumkandam, University College Trivandrum, Government College Kattappana, Govt. College Attingal, Institute of Management Kottayam, Govt. College Kottayam,	M Com, MBA, CS etc.
2019	19	BA	Economics	Govt. College Kottayam, Govt. College Kattappana,	MA in Economics

No file uploaded.

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

Items	Number of students selected/ qualifying
NET	1
CAT	5
Any Other	18
No file uploaded.	

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

Activity	Level	Number of Participants
Quiz Competition	Intercollegiate	64
Coaching camps for cricket, Kabaddi, football etc	Intercollegiate	52
Arts festival	College	170
Poster competition	College	24
Debate Competition	Intercollegiate	40
Volley ball Tournament	College	66
Kabaddi Tournament	Inter collegiate	84
Cricket tournament	Institution	66
Football tournament	Institution	66
Annual Athletic meet	Institution	200
No file uploaded.		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Bronze	Nill	1	Nill	Nill	Jstine Thomas
Nill	Gold	National	1	Nill	Nill	Abymon Varghese
No file uploaded.						

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

The college has an elected a College Union which organises all the major programmes in the college. The Union comprises 9 executive members headed by the Chairperson. In addition, each department is represented in the Union by an association secretary and each year by year wise representatives. The Association Secretaries organise the curricular and extracurricular activities

at the department level. The activities of each Department Association are launched each year with an eminent academician being invited as a Guest speaker. The department association ensure the extension activities of the departments, involving each and every student. The teachers in charge ensure the implementation of the activities envisaged in the action plan annually. The NCC and NSS, Sports and cultural units of the college have student Secretaries and Captains who coordinate the weekly activities of these units. The college has other cells like those for Grievance Redressal, Transport, Anti Ragging, Women Empowerment, Entrepreneurship Development, Blood Donation and Career Guidance. Student representatives are part of each of these bodies, and they ensure the effective functioning of these bodies. The college union coordinates the participation of students in the literary and cultural events organised by the University at zonal and interzonal levels. The student leaders, NCC cadets and the NSS volunteers were actively involved in the relief activities initiated by the college in the aftermath of natural calamities like the flood and landslides. They did voluntary work in the Flood Relief Camps in Idukki district and undertook the construction of flood ravaged houses in Kattappana.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

450

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

No Data Entered/Not Applicable !!!

5.4.4 – Meetings/activities organized by Alumni Association :

General body meeting of alumni was held in 26th December 2018. Batch wise and department wise meetings of alumni were also held. Alumni along with the college NCC and NSS units contributed to the flood relief activities in Idukki district. Alumni of the college has taken decision to participate in the development of academic and extra-curricular activities of the students.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

? Department level programmes are organised by department association. President of the association is the head of the department and secretary is a student representative elected from the students of the department. All faculty members and students of the department are members of the association. Association meetings are held regularly and take decisions on department matters such as conducting seminars and workshops, participation in cultural and sports activities, academic matters etc. ? College has a department level Grievance Redressal Committee. The members are the department head, one faculty in the department and class representatives of all classes of the department. The committee find solution to grievances related to internal marks, other academic matters and disciplinary issues in the department.

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	<p>The college is affiliated to Mahatma Gandhi University, Kottayam and admission to all academic programmes of the college is conducted through the Centralized Allotment Process (CAP) of the university. At the beginning of the academic year, notifications are issued by university for admission to various programmes conducted at affiliated colleges. The notification is publicised through newspapers, visual media and the university website. A detailed prospectus containing information about programmes and number of seats, admission criteria, reservation rules etc. also is published on the website. A web portal has been developed by the university for managing the admission process. Students can register in the online admission portal of the university to submit applications for admission to colleges and programmes of their choice. Important information such as dates for registration, date of publication of allotment of seats, dates of admission etc. are publicised by the university through press notifications. A help desk functions in the college to assist prospective students in the registration process at the university portal. All the reservation norms and other regulations are scrupulously followed by the college in the admission process.</p>
Industry Interaction / Collaboration	<p>Since it is a college situated in a rural area without much connection with the industries outside, interaction and industrial collaboration is very little. However, students are encouraged to do their projects and internships in industrial institutions as far as possible. Also, experts are invited from various institutes to interact with the students</p>
Human Resource Management	<p>The principal, the teachers and other staff are appointed by the Kerala Public Service Commission. The newly appointed teachers are given induction training by the Government. Also both teaching and non teaching staff are permitted to participate in various skill development and professional</p>

training programmes conducted by the Government and various universities. The college organises a lot of clubs and organisations like NCC, NSS and women cell for the students to mould them to better citizens. Also the students are financially helped through One rupee One day scheme whenever needed. The college conducts a lot of cultural and sports activities to show case the talents of the students so that they may enhance their confidence and skills.

Library, ICT and Physical Infrastructure / Instrumentation

New books were purchased for library and new equipment were purchased for laboratories. Inflibnet provides access to more than 6000 e journals and 9000 books pertaining to different subjects. The library subscribes 12 journals and 10 newspapers. New furniture were purchased for the new library block. Construction of Science Block is progressing towards completion. Construction of staff quarters is completed. Administrative sanction for the construction of a social science block, non-teaching staff quarters, guest house and principal's quarters have been obtained. A number of damaged electronic equipment were repaired. Almost all class rooms are ICT enabled and the teachers and students are trained in ICT tools. A fully furnished computer lab is there for the students. Also, three more computer labs are available for students. The entire academic block is wifi connected.

Research and Development

Three faculty members were awarded Ph.D. during 2018-19. Many faculty members are pursuing their Ph.D. Department of Malayalam has been selected as a Research centre by Mahatma Gandhi University. Research guide ship was awarded to a few faculty members. All major departments conducted seminars and workshops. In most of these seminars, paper presentation has been included to promote research.

Examination and Evaluation

Being an affiliated college examination and evaluation are done by the University. Exam registration and result announcement are done online. The college conducts internal examinations as per the college calendar. A college level internal examination committee coordinates and

supervise internal examination. Internal evaluation is done on the basis of attendance, assignments, seminars, internal examinations and oral viva. Each department publish the internal marks and then the internal marks are uploaded to the university website at the specified time. Also, teachers conduct unit tests, presentations, viva voce, and individual examinations to assess the performance of the students.

Teaching and Learning

Cooperative and participatory learning method is adopted by teachers to ensure the active participation of students in the learning process. Peer group learning also is used to enhance their abilities. ICT tools are effectively utilised by teachers and also by students for their seminar presentations. Online classes are offered to students through edusat studio. Seminars and workshops are conducted to encourage the students to utilise e-resources. College follows a tutorial system and class tutors evaluate the learning process of the students. Teachers diary and class log books are in use which are frequently audited by department heads and college principal. Special mentoring sessions are provided for weaker students. WWS and SSP programmes are conducted as part of remedial coaching programme. Different departments are conducting coaching programmes for competitive examinations like NET, MAT, CAT etc.

Curriculum Development

Syllabus and Curriculum of Post Graduate Courses were revised in 2018-19. 4 teachers from the college participated in Syllabus Revision Process as Board of Studies Members. Faculty members of the college participated in Curriculum and Syllabus Revision workshops conducted by the University. Paper presentation by Post Graduate students has been included as a compulsory component in the Syllabus. Syllabus revision has been done by taking into account the new developments in the concerned areas and demand from industry. Also, at the college level training programmes were conducted for the faculty to improve their quality performance. Supplementary topics to the syllabus and curriculum are provided to the

students by the departments. Students seminars and presentations are conducted in related subject areas for enhancing their knowledge of the subjects concerned.

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

E-governance area	Details
Planning and Development	The Planning and Development sections are computerised. Communications between the various sections are done electronically, and the subsequent action plans and reports generated online.
Administration	The administrative procedure is partially computerised currently. The plan is to convert the entire procedure online in the next two years.
Finance and Accounts	The entire work in the Finance and Accounts department is computerised
Student Admission and Support	The entire process is done online. The college admits students through the Common Admission Procedure of Mahatma Gandhi University. Various student support programmes like scholarships, examination registration etc. are all done online.
Examination	The registration of students for University exams is done online. The results are likewise declared online

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
No file uploaded.				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
No file uploaded.						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher

Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Short term course	1	Nil	Nil	5
Refresher Course	2	Nil	Nil	18
Refresher Course	6	Nil	Nil	14
No file uploaded.				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
32	32	25	25

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
State life insurance, Group insurance scheme, Group personal accident insurance scheme. Cooperative society, Canteen with subsidised rates	State life insurance, Group insurance scheme, Group personal accident insurance scheme. Cooperative society, canteen with subsidised rates	Financial support including scholarships, stipends, lump-sum grants etc. Cooperative society with subsidised rates. Canteen with subsidised rates. One rupee one day scheme

6.4 – Financial Management and Resource Mobilization

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

All financial transactions by the college are audited externally by the audit wing of the Director of Collegiate Education and Accountant General Kerala. Internal External Audits are conducted for PTA fund utilisation. Internal audit is done by parents and teachers in the executive committee and external audit is done by a practicing Chartered Accountant.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
No file uploaded.		

6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority

Academic	No	Nil	Yes	IQAC and academic committee
Administrative	Yes	Audit Wing of the Director of Collegiate Education and Accountant General Kerala	No	Nil

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

? PTA regularly monitor academic process taking place in the college and provide cash prizes and awards to successful students. ? PTA funds Sports and cultural activities of students. ? PTA fund was utilised for the day to day activities of the college.

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

? Administrative and technical staff attended training programmes of the Institute for Management in Government, Govt. of Kerala. ? Administrative staff attended workshops and training by the Department of Collegiate education, Government of Kerala. ? Administrative staff attended workshop in e-governance.

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

? To upgrade all PG departments to research departments: Malayalam department has already been upgraded to research department. ? To introduce programmes for weaker students: A programme named Scholar Support Programme has already been implemented for weaker students. ? To conduct women empowerment programmes: Women cell is conducting various programmes for women empowerment. This year a coaching programme for girl students for state PSC examinations was conducted

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Orientation for teachers in ICT	16/06/2018	16/06/2018	16/06/2018	25
2018	Faculty development programme	23/06/2018	23/06/2018	23/06/2018	41
2018	Orientation for teachers	04/07/2018	04/07/2018	04/07/2018	34
2018	Orientation seminar for first year	03/08/2018	03/08/2018	03/08/2018	180

	students				
2018	Seminar on New accreditation norms of NAAC	29/11/2018	29/11/2018	29/11/2018	60
No file uploaded.					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Self Defence(NCC)	24/01/2019	24/01/2019	200	Nil
Awareness Programme on Gender Equity conducted by women cell	08/03/2019	08/03/2019	200	60
Self defence training	24/10/2018	24/10/2018	200	Nil

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

Percentage of power requirement of the University met by the renewable energy sources
<p>The college has taken several initiatives to inculcate environmental consciousness among the students and teachers and other staff of the college. The campus is kept clean and plastic free and it is monitored and maintained by the NSS unit of the college. The college is having a herbal garden with a variety of medicinal plants and herbs. Also, there is a biodiversity park inside the campus which makes the surroundings cool and beautiful. World environment day is celebrated every year with the participation of other institutions and organisations. Students plant trees and nurture them inside the campus and in their homes. Also, awareness campaigns and classes are conducted by the college to ensure ecological equilibrium. The college has included a project for the installation of solar power plant amounting Rs. 5000000/- (Rupees fifty lakhs only) in the fund allotted to the college under KIIFB scheme of the state government.</p>

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	4
Ramp/Rails	Yes	4
Rest Rooms	Yes	4
Scribes for examination	Yes	2

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address	Number of initiatives taken to	Date	Duration	Name of initiative	Issues addressed	Number of participating students
------	----------------------------------	--------------------------------	------	----------	--------------------	------------------	----------------------------------

	locational advantages and disadvantages	engage with and contribute to local community					and staff
2018	1	1	24/11/2019	1	Claening the KSRTC depot	The NCC cadets of the college cleaned the flood affected KSRTC depot	100
2019	1	1	08/03/2019	1	Seminar for women	The women cell of the college conducted a seminar for the public on gender equality	200
2018	1	1	05/06/2018	1	Environment day	staff and students planted trees near the college and conducted a rally to snsitise the local people	200
2018	1	1	16/08/2018	60	Flood relief activities	The staff and students of the college actively participated in flood relief activities	240
2018	1	1	12/11/2018	7	Traffic Control duty	The NCC unit participated in the road safety	150

						week observation of the Municipality and performed traffic duties	
2018	1	1	01/12/2018	1	Aids Awareness programme	The college organised a rally in collaboration with the district health department	200
2018	1	1	01/11/2018	30	Anti-drug campaign	The NSS and NCC units of the college organised anti-drug campaign and performed awareness skits for the public	200
2019	1	1	12/12/2018	1	Cleaning of the town	The students conducted a clean drive- as part of Swaccha Bharat	150
2018	1	1	26/12/2019	7	Social survey	The NSS unit of the college conducted a social survey to identify the educational and economic standards of the locality and	100

						submitted the report to the Municipality	
2018	1	1	01/06/2018	50	Providing noon day meal to the destitutes	The college collects meals packets from the students and distributes the same at Akasaparakal, a centre for the destitutes located in Kattappana on every Thursday	650
No file uploaded.							

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

Title	Date of publication	Follow up(max 100 words)
Handbook of the College	28/07/2018	The college hand book provides details about the college to the students. The handbook clearly states the vision and mission of the college. The expected norm of behaviour is also mentioned in the handbook. It details courses offered, infrastructure facilities, student amenities, scholarships etc. The hand book also contains academic calendar, code of conduct for students, details about various clubs functioning in the college and career development programmes offered by the college.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Blood donation	12/06/2018	31/03/2019	65

Seminar on Gender Equality	08/03/2019	08/03/2019	200
Flood relief	16/08/2018	30/11/2018	200
Noon day meal for the destitutes	01/06/2018	31/03/2019	600
Counselling Service to the students	Nil	Nil	130
Debate on Youth and Drug abuse	03/01/2019	03/01/2019	100
Visit to Old age home	14/02/2019	14/02/2019	40
One month Salary contribution to CMDRF	01/09/2018	30/09/2018	45
Palliative care activities	02/07/2018	31/01/2019	50
No file uploaded.			

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

1. Plastic free campus campaign 2. Organic farming of vegetables on the campus 3. Planting trees in the campus to keep the campus clean 4. Planting medicinal plants in the herbal garden 5. Programmes were organised by NSS, NCC and nature club of college to keep the campus eco-friendly.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Heritage Museum The college is situated in a place which is archeologically very much important as the Neolithic civilisation was present here. The campus is situated at such a place, having relics of the said ancient culture. Many hints into the past can be seen in different locations inside the campus. In order to preserve the memoirs of the cultural past, the college manages a heritage museum which showcases the tribal culture of the district of Idukki. The museum is included with cultural artefacts showing the rich cultural heritage of the ancient civilisation in the Neolithic period. The ancient utensils, their peculiar tombs and many other items are stored in the museum. Many of the items have been excavated from the campus itself. Also, the museum showcases the heritage of the prominent tribal community in the district. There is even now a tribal King and his principality in the district, permitted and authorised by the Government. The living styles and their equipment are stored in the museum. The heritage museum is open to the public on occasions and it is always open for the students and research scholars. Many scholars have visited the museum to see and understand the archaeological significance of the items preserved. It should be noted that even though there is another heritage museum at the district head- quarters run by the department of tourism, it is the only one run by an educational institution in the district. The director of collegiate education himself visited it and recommended the upgradation, which may happen in the near future. 2. Flood relief activities were conducted by College NCC, NSS and alumni in Idukki district. The 2018 flood of Kerala was a devastating experience for the state since such a natural catastrophe was unprecedented in the history of the people of Kerala. Hence the Government was unprepared to face the magnitude of the havoc. But the people from every walk of life came forward and initiated rescue and rehabilitation processes. Our

college played a great role in the rescue operations and rehabilitation activities in the district. The volunteers of NSS and NCC took part in every possible activity in those tough times. The NCC unit took part in the rescue operations under the leadership of the Associate NCC Officer. Forty cadets of the unit had got disaster management training earlier and it helped them to perform difficult services even in the face of danger. They went to the flooded areas of the district to assist the NDRF team arrived. In fact they started operations even before the arrival of NDRF. The NCC unit rescued 17 families from the affected areas. They rebuilt the roads, helped to renovate the damaged houses and acted as volunteers in the relief camps. Also, the NCC unit was called upon to distribute food materials in the interior locations which were isolated during the flood. The NSS unit also actively took part in the rehabilitation process. They reconstructed three houses for the poor families. The NSS volunteers acted as volunteers in the relief camp as well as at the food packing centres. They also collected food materials and clothes for the affected people and helped in the hospitals also. The NSS unit also took part in the rehabilitation programme in collaboration with MG University and initiated several relief activities. The volunteers visited those houses where special attention was needed and helped them. Many of them acted as peer teachers as well who taught young students in the schools. Many of the alumni of the college are public figures in the district. The alumni association of the college also initiated many services for the people, especially the tribal poor who lost their livelihood and homes in the flood. The alumni association constructed three houses for the poor and handed over them to the deserved. They also collected huge amount of food materials and other items which were later supplied to different parts of the state.

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

<https://gckattappana.ac.in>

7.3 – Institutional Distinctiveness

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

Government College Kattappana, the long cherished dream of the district of Idukki, was established in the year 1977 at Kattappana. Ever since, it has been a lamplight in the path of higher education, catering to the needs of the aspiring youth of the highranges. The Devaswom Board College, situated at Nariyampara near Kattappana and managed by the Travancore Devaswom Board, was the only higher education institution in the high ranges of the district at that time. After the Devaswom Board College was shut down in 1977, the Government of Kerala started a College in Kattappana, considering the public demand for a Government College to cater the needs of the rural students, especially from the poor and marginalized sections. Our Vision To create a socially committed and responsible generation by extending value based and creative education for the young aspirants, fulfilling their higher education desires and kindling their spirits with noblest ideals and creative talents. Our Mission To bestow a platform for the enrichment and enhancement of the intellectual capabilities and creative talents of the stakeholders by imparting advanced knowledge in science, arts, and humanities and ensuring equality for all. Today our college has 5 UG and 4 PG courses. We also have one research centre and 3 research guides. In order to achieve our vision the students are giving opportunity to engage in a whole range of curricular, co-curricular and extra-curricular activities. The college has a large number of clubs functioning on the campus, which provide the students the much needed skill quotient for their growth. Academic committee of the college closely monitors the academic activities taking place in the college. In the beginning of every

academic year college publishes college calendar and the academic committee monitors that the academic activities are in accordance with the academic calendar. The college also conducts various extension activities for the welfare of the society. NSS and NCC units of the college conducts various eco-friendly activities in addition planting trees in the campus. The NSS and NCC units of the college have conducted plastic free campaign this year.

Provide the weblink of the institution

<https://gckattappana.ac.in>

8.Future Plans of Actions for Next Academic Year

? To start new programmes including M.Sc. Mathematics, M.Sc. Statistics and B.A. English. ? To accomplish Research centres in the departments of Commerce, Chemistry and Economics. ? To commence the construction of a Social Science Block. ? To complete the construction of Science Block and Staff Quarters. ? To enhance the number of journals and reference books which will be helpful for research purpose. ? To get funds for the construction of auditorium. ? To strengthen the teaching learning process to get better results. ? To strengthen extension activities that will be beneficial to the society. ? To conduct seminars and workshops on topics of current interest. ? To conduct training programmes for teaching and non-teaching staff for professional development. ? Intensify placement drives. ? Organise programmes, produce films and plays, and publish books to ensure gender parity and empower the less advantaged. ? Help the Rebuild Kerala Initiative by constructing houses and conducting the maintenance of roads in the villages affected by the recent floods in the state. ? Support research initiatives among faculty by funding projects and workshops. ? Planting more trees and medicinal plants in the campus. ? To start organic farming of vegetables in the campus. ? To conduct awareness programmes for the society in waste management, harmful effects of plastics, road safety, drinking water quality etc. ? To conduct field studies on contamination of water by herbicides and insecticides in the nearby areas (In Kattappana and other parts of the high range area there is excessive use of insecticides and pesticides in cardamom plantations). ? To conduct intensive coaching programmes for sports and cultural activities to achieve success in state/university and higher levels. ? To purchase more equipment for the development of sports, games and physical fitness of students. ? To conduct more extension and outreach programmes for the welfare of the society.