Yearly Status Report - 2017-2018

Part A	
Data of the Institution	
1. Name of the Institution	**GOVERNMENT COLLEGE**
Name of the head of the Institution	**Dr Meera PK**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**04962587215**
Mobile no.	**9744949790**
Registered Email	**mokericollege@yahoo.co.in**
Alternate Email	**iqacgcmokeri@gmail.com**
Address	**Mokeri PO Kakkattil via**
City/Town	**Kozhikode**
State/UT	**Kerala**
Pincode	**673507**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**K Arunlal**
Phone no/Alternate Phone no.	**04962587215**
Mobile no.	**9744949790**
Registered Email	**iqacgcmokeri@gmail.com**
Alternate Email	**deptenglishgcmokeri@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://govtcollegemokeri.ac.in/

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://govtcollegemokeri.ac.in/?page_id=288

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**71.05**	**2006**	**21-May-2006**	**21-May-2013**
2	**B+**	**2.60**	**2017**	**22-Feb-2017**	**22-Feb-2022**

6. Date of Establishment of IQAC	**20-Apr-2007**

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
Initiatives for Research Promotion	**11-Jul-2017** **1**	**10**

Orientation program for UG students	04-Aug-2017 1	150

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution	Plan Fund	State Government	2018 365	4835655

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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View Link]
10. Number of IQAC meetings held during the year :	**2**
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 Uploaded 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)

Organized students induction programme for UG students Submitted proposals and conducted national seminars Govt Initiatives implemented Faculty development ensured through participation in Refresher/Orientation courses

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

Plan of Action	Achivements/Outcomes
Academic calendar to be executed systematically.	Done as per University orders

Infrastructure planning : Updation using plan fund to be ensured	Implemented via state govt funding
To conduct extension activities through NSS and dept. initiatives	Monitored thefunctioning of departments and ensured the same
To organize lectures/workshops/seminars	Proposals submitted and seminars conducted by various departments
[View Uploaded File](#)	

14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
IQAC	**02-Apr-2018**

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	**2017**
Date of Submission	**15-Apr-2017**
17. Does the Institution have Management Information System ?	**No**

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The curriculum of all the academic programmes is followed by the college as per the recommendation of the Board of Studies of the University of Calicut. Many senior teachers are the members of the Boards of Studies who meet periodically and update the curriculum in accordance with social relevance and demand of the time. The college has the following tools for effective delivery of curriculum. a. The Principal of the college holds a general meeting of the teaching staff at the beginning of every year and appraises the essentials of curriculum planning. b. The Heads of different Departments call departmental meetings wherein the syllabus and the papers are discussed and the teaching process is planned. c. Number of lectures and the weightage of the topics are followed as per the guidelines in the syllabus. d. The timetable committee furnishes a well-assembled timetable for each course of both Undergraduate and Post graduate classes. e. Each Head of the Department draws up a timetable of his/her department and it is formally approved by the Principal. f. Faculty members prepare their lectures as per the syllabus and teach according to the allocated time-table under the guidance and watch of the Head of the Department. g. Each

faculty member submits syllabus completion form at the end of every semester. h. The institution has got a well-equipped and extremely rich library for the advantage of the students. i. The learners are encouraged to visit the library and avail the resources like books, magazines, eBooks, online journals subscribed by the library. j. Appropriate and sufficient instrumentation service is provided to the students for practical classes. k. The Computer Science Department is fully equipped with latest computers and internet services for the practicals of the students. l. Industrial visits and field visits are organised by different departments to make the implementation of the curriculum effective. m. Besides, the classroom instruction methods comprises of conventional as well as advanced methods i.e. use of Information Technology as per the requirements of different disciplines. n. For the effective delivery of the curriculum, the following teaching methods are used by the teachers: i. Chalk and talk method ii. Circulation of hand-outs in the classroom by the teachers iii. Group discussion and debates among the students during the class iv. Just in time teaching v. The teachers make WhatsApp groups of the students and to share articles and videos pertaining to their subjects. vi. The students are also assigned to write projects with the intention of inculcating research culture in them. vii. PPTs, Skit Presentations, Seminars, film shows on the prescribed texts viii. Invited Lectures ix. The students are encouraged to refer department stocks of books

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	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 !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

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

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

	Certificate	Diploma Course
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
No Data Entered/Not Applicable !!!		
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1.3.2 – Field Projects / Internships under taken during the year

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

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	No
Parents	No

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

Feedback Obtained

At present some departments collect feedback from the students regarding course content, teacher's quality of teaching, syllabus completion and organization of lectures. All the students submit their individual opinion by means of specific questionnaires. The feedback is collected by the departments at the end of the academic year. The Head of each department facilitates the distribution of these forms among the students for the purpose of evaluation. The data and feedback forms are collected back for the entry and analysis at the departmental level using discussion method amongst colleagues. If there is any deficiency on the part of the teacher, it is communicated to the concerned teacher by the Head of the Department. Attempt is made to improve the situations and finally making teaching and learning more enjoyable and effective. Although the feedback system for the stakeholders like employers, alumni, and parents is in a formalizing stage, the informal responses conveyed to the Principal, College Council, teachers and the office staff of the college are taken into consideration and efforts are made to make teaching learning process more student oriented.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Functional English	40	2487	40
BSc	Mathematics	48	1604	46
BBA	BBA	50	3852	50
BA	History	60	3016	60
MA	English	20	664	20
MSc	Mathematics	20	337	20

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled	Number of students enrolled	Number of fulltime teachers	Number of fulltime teachers	Number of teachers

	in the institution (UG)	in the institution (PG)	available in the institution teaching only UG courses	available in the institution teaching only PG courses	teaching both UG and PG courses
2017	196	40	10	0	11

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
21	21	10	4	1	0

View File of ICT Tools and resources

No file uploaded.

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

Various programmes are designed for advanced learners and slow learners. Tutorials conducted on a regular basis Remedial classes, Induction programmes, Career Guidance and Counselling,

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
236	21	1:11

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
32	21	11	21	7

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

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

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	Nill	1	21/11/2017	23/06/2018
BSc	Nill	1	21/11/2017	23/06/2018
MA	Nill	1	23/08/2017	14/05/2018
MSc	Nill	1	23/08/2017	14/05/2018

| BBA | Nill | 1 | 21/11/2017 | 23/06/2018 |

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

Question papers prepared in the university exam model Attendance of students monitored Remedial classes arranged

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

The College follows the academic calendar of the University of Calicut. The college aligns its events with this academic calendar. The College Council, HoDs and tutors monitor the adherence to the Academic Calendar from time to time

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://govtcollegemokeri.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	Functional English	38	34	89.47
Nill	BA	History	55	49	89.09
Nill	BBA	BBA	48	42	87.5
Nill	BSc	Mathematics	29	27	93.1
Nill	MA	English	19	17	85
Nill	MSc	Mathematics	20	18	90

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2.7 – Student Satisfaction Survey

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

 http://govtcollegemokeri.ac.in/?page_id=1434

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
No Data Entered/Not Applicable !!!				
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year		
Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

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 !!!				
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year					
Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
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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
No Data Entered/Not Applicable !!!	

3.3.3 – Research Publications in the Journals notified on UGC website during the year			
Type	Department	Number of Publication	Average Impact Factor (if any)
National	**English**	**7**	**Nill**
[View Uploaded File](#)			

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
No Data Entered/Not Applicable !!!	
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index						
Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
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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	Institutional affiliation as

				excluding self citation	mentioned in the publication
No Data Entered/Not Applicable !!!					
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	**Nill**	**15**	**2**	**Nill**
Resource persons	**Nill**	**2**	**Nill**	**Nill**

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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Leadership camp	**JDT college**	**2**	**4**
Blood Donation Camp	**Blood Donors Kerala**	**2**	**75**
Helping Hand	**Kunnummal BRC**	**2**	**50**
Anti Drug Campaign	**GC Mokeri**	**2**	**100**
Haritha Keralam	**GC Mokeri**	**2**	**75**

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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
No Data Entered/Not Applicable !!!			
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
No Data Entered/Not Applicable !!!				
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
10	10

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
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 patially)	Version	Year of automation
Book Magic	Partially	5.0	2017

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Reference Books	Nill	Nill	1355	759973	1355	759973
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content

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	20	10	20	0	0	4	6	200	0
Added	0	0	0	0	0	0	0	0	0
Total	20	10	20	0	0	4	6	200	0

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

200 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 incurredon maintenance of physical facilites
2443000	2392655	2480000	2438517

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)

Departments maintain stock registers Stock verification conducted annually Routine maintenance work and software updation carried out by the institution
http://govtcollegemokeri.ac.in/?page_id=341

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	Nill	Nill	Nill
Financial Support from Other Sources			
a) National	Central Sector, Post Matric	10	12000
b)International	Nill	Nill	Nill
View File			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
WWS	01/08/2017	40	State Govt
SSP	01/08/2017	80	State Govt

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
No Data Entered/Not Applicable !!!					
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
No Data Entered/Not Applicable !!!		

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
No Data Entered/Not Applicable !!!					
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2017	3	BA	English	GC Mokeri	MA English
2017	3	BSc	Mathematics	GC Mokeri	MSc Mathematics

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

Items	Number of students selected/ qualifying
NET	1
SET	4

Any Other	13

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

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		

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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
No Data Entered/Not Applicable !!!						

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

Student representation is ensured in committees of the institution as per the govt./university/UGC norms

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

No Data Entered/Not Applicable !!!

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

No Data Entered/Not Applicable !!!

5.4.4 – Meetings/activities organized by Alumni Association :

No Data Entered/Not Applicable !!!

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)

The office is headed by a Superintendent who assists the Principal in the administrative affairs of the college. The college council decides the allocation of funds to various departments for purchasing and maintaining instruments and chemicals. Through the Knowledge Resource Centre (Library) books to each department is stocked and distributed. The college has built a state-of-the-art auditorium exclusively for the students. Departments are encouraged to arrange extension lectures for students. Various committees manage the smooth running of the annual practices like cultural activities like sports and NSS There are committees like the Antiragging and the Womens Cell for students. The Examination Committee oversees the smooth conduct of the exams . These committees also give suggestions that help in institutional

development.

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

<div align="center">Partial</div>

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
Examination and Evaluation	Examinations are conducted as per the schedule of Calicut University. There is an Exam Superintendent appointed fro the faculty to make sure that the exams are conducted smoothly. There is an additional superintendent too who takes care of the formalities in conducting an examination.
Curriculum Development	The College is affiliated to Calicut University. So college follows the curriculum designed and developed by CU. But for curriculum enrichment college conducts various academic programs such as workshops and seminars. Some additional input is given to advanced learners.
Teaching and Learning	Apart from the traditional chalk and duster method, teachers use ICT blended techniques such as ppts, video lectures. For the continuous internal evaluation, unit test, assignments, quizzes, seminars and competitions are regularly arranged. For the slow learners remedial classes are arranged. For absentees re-tests are arranged
Library, ICT and Physical Infrastructure / Instrumentation	The College has well equipped, well-aired, ICT-efficient classrooms and laboratories. The college has its central partially automated library in which all books accession and issue-returns are done through the software, Bookmagic. College has ICT facilities to make the teaching learning more effective

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

E-governace area	Details
Student Admission and Support	Student admission is done through Universitys website. Details are regualrly updated on the site by the college office. Customised ERP software contains the database of students. The same is maintained and monitored.
Administration	College office is computerized. College has CCTV surveillance for students safety and support. its access

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 !!!				
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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 !!!						
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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
No Data Entered/Not Applicable !!!				
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
21	21	16	16

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
No Data Entered/Not Applicable !!!		

6.4 – Financial Management and Resource Mobilization

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

External Audit by the Government of Kerala are regularly conducted.

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 !!!		

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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**	**Nill**	**No**	**Nill**
Administrative	**No**	**Nill**	**No**	**Nill**

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

Parent- Teacher Association is an important body of the college. 1. Parent-Teacher Meeting: To review the overall progress of students. 2 Small-scale funding of facilities for students 3. It is a platform for collection of feedback from the parents, taking review of the achievements

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

1. One day workshop on use of e- resources. 2. One Day Workshop on Soft Skill Development.

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

The institute has adopted a colony under the auspices of the NSS unit. • Institute has initiated e-learning using ICT tools. • Institute is more focused in making the campus Eco friendly

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
2017	**Induction Programme**	**Nill**	**09/08/2017**	**Nill**	**100**
2018	**Research Methodology for PG students in association with the Dept. of English**	**Nill**	**05/03/2018**	**Nill**	**20**
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Celebration of International Womens Day	03/03/2018	03/03/2018	85	12

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
No Data Entered/Not Applicable !!!

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	2

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	01/06/2018	365	adoption of a colony	poverty	87

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

Title	Date of publication	Follow up(max 100 words)
Code of Conduct for the teaching Staff	05/07/2018	1. Teacher should be present in the college campus and report the attendance on biometric machine. 2. Everyone must report for duty on the reopening day and the last working day of each semester 3. Teacher should devote time and energy to improve and develop academic and professional competence. 4. Teacher should participate and attend academic program such as conferences, seminar, orientation course, refresher course, in

			service program, research program, minor and major projects etc. 5. Teachers should engage classes punctually and regularly. 6. Teacher should follow the instructions and lessons given by the HOD and Principal. 7. The teacher should not remain absent from work without prior permission or grant of leave. 8. Apart from teaching and allied activities, teacher should organize extracurricular, cocurricular activities. Study, tour, study oriented campus, major and minor projects etc. 9. Teacher should maintain the record of supervisory work, selfreport, duty assigned by HOD and principal. 10. Teachers should help college authority to maintain, to enforce and to improve discipline and good habit among the students. 11. Behavior of teacher with male and female students and other employees and colleagues shall be modest. 12. Teacher should not avoid any work related to college or university. 13. Teachers are not allowed to do partiality in internal assessment of students. 14. Teacher should not consume alcohol, tobacco or drugs on the college campus
Code of conduct for the Non-teaching staff	08/07/2018		1. Nonteaching staff should perform all professional activities through proper channel. 2. They should follow all norms and job details assigned by governing body. 3. They should perform his /her role in professional manner. 4. Non-Teaching Staff assigned to Laboratories

			should keep the laboratories clean. 5. They should co-operate with authorities of the college or institutes in the fulfillment of goals and mission. 6. They respect colleagues and cooperate them in activities related to administrative and academic development of the institute. 7. NonTeaching Staff, working in the Lab, shall maintain a stock register for all the articles, equipment, chemicals, etc. 8. They should not Involved in any unethical activities. 9. Absence on duties without prior to permission of the authorities is not considerable. 10. They should improve their technical and nontechnical skills related to their jobs. 11. They should support for the development of department, laboratories and maintenance of equipments and instruments. 12. They should ensure a co-ordial relationship with students, teaching, nonteaching and other administrative staff for the smooth running of the institution or college. 13. All non-teaching staff shall perform duties efficiently as per the institutional norms
	code of conduct for the students	05/07/2018	1. Dress code: Student will not be permitted to be present in the college without identity card/ identity tag. 2. Gender based misconduct: Physical, verbal, abusing, harassment any other type of misbehaver by any student in college premises is strictly prohibited. It includes

harassment/abusing on the basis of factor such as cast, religion, gender, sex, race, national origin, handicap, color, political or religious believes, sexual orientation, ethnicity and age etc. 3. Attendance 75 attendance of students is compulsory. In case, less than 75 attendance observed by faculty, message will be conveyed to their parents and preventive measures will be taken. 4. Disciplinary code 1. Notices displayed on notice board should be regularly read by students. 2. Students are advised to keep the campus neat and clean. 3. The use or distribution of alcohol, drugs or tobacco and smoking in college campus is strictly prohibited. 4. Students should not harm the college property otherwise penalty will be charged. 5. Students should not damage laboratory equipments, instruments, glass wares etc. otherwise, fine will charged to students. 6. Students are not allowed to misbehave with principal, professor, non-teaching staff and other working staff, If in case guilty student found fowl language or behaving rudely will be expelled from the college.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

• Awareness Camp: The college arranges awareness sessions and programs on campus as well as in local points such as the bus stop and market lanes for a plastic-free environment. • Plantation and Campus Beautification: Bhoomi Mithra

Sena organized tree plantation in college and beautification of campus. •
Workshop on Paper bags making: Eco-club organized a workshop on paper bags
making to create awareness and to make the campus carry bag free. •

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

The objective is to foster comprehensive and balanced growth in students,
emphasising the cultivation of their skills to integrate personal development
with social obligations. To foster a sense of proactive engagement in community
service among students.

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

http://govtcollegemokeri.ac.in/?page_id=1568

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

SYNERGIC LINKAGE WITH THE EMBEDDING COMMUNITY ? The social commitment of the
institution helps to broaden the social outlook of the students and make them
active participants in the welfare of society. Various community development
initiatives are taken up to ensure this under the NSS and CSS activities. The
learning activities strive towards developing sensitivities towards community
issues, gender disparities, social inequity, and similar issues. ? Departments
extend orientation programs for school teachers in the embedding community
seeking to produce an academic community that values and promote higher
education. ? Departments and the library facilitate student visits from nearby
schools. These visits link the stakeholders with the college fruitfully: the
students and the teachers are introduced in the course of these visits to
various principles of organizing the libraries, integrating reading to academic
syllabi, and methodologies in higher level research. ? Departments offer
workshops and orientations to high-school students in the embedding community
so as to introduce them to the scope of humanities and also incite in them an
interest towards higher education, and career building.

Provide the weblink of the institution

http://govtcollegemokeri.ac.in/?page_id=1568

8.Future Plans of Actions for Next Academic Year

To promote the ongoing improvement and updating of knowledge and the use of
technology by both faculty and students To ensure a research oriented teaching
learning environment in the campus To promote the ongoing improvement and
updating of knowledge and the use of technology by both faculty and students