Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**GOVERNMENT VICTORIA COLLEGE**
Name of the head of the Institution	**Dr. P. HARIDASAN**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**0491-2576773**
Mobile no.	**9496294026**
Registered Email	**victoriapkd@gmail.com**
Alternate Email	**iqac@gvc.ac.in**
Address	**GOVERNMENT VICTORIA COLLEGE PALAKKAD - 1, KERALA**
City/Town	**PALAKKAD**
State/UT	**Kerala**
Pincode	**678001**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**DR. C.V. SREERANJIT KUMAR**
Phone no/Alternate Phone no.	**04912576773**
Mobile no.	**9249425095**
Registered Email	**victoriapkd@gmail.com**
Alternate Email	**iqac@gvc.ac.in**

3. Website Address

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

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.gvc.ac.in/academic-schedule/

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity Period From	Validity Period To
1	**Four Star**	**4**	**2001**	**19-Jan-2001**	**09-Jan-2006**
2	**A**	**3.13**	**2008**	**28-Mar-2008**	**27-Mar-2013**
3	**A**	**3.14**	**2014**	**05-May-2014**	**04-May-2019**

6. Date of Establishment of IQAC

07-Jul-2008

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

Placement drive of Teachers	04-Jun-2019 10	68
PG Orientation programme	17-Jun-2019 1	170
NAAC Accreditation Seminar	18-Sep-2019 1	122
Learning management system	16-Dec-2019 1	40
No Files Uploaded !!!		

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	GOVT. OF KERALA	2018 365	15652455
INSTITUTION	RUSA	GOVT. OF INDIA	2018 730	20000000
INSTITUTION	SCHOLARSHIP	GOVT. OF KERALA	2018 365	1436000
FACULTY	MAJOR PROJECT	DBT	2018 1080	3900000
FACULTY	MAJOR PROJECT	KSCSTE	2018 1080	852000
FACULTY	MINOR PROJECT	KSCSTE	2018 360	1148000
No Files Uploaded !!!				

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 :	4
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)

1. In the month of August 2019, IQAC has organised a training programme for faculty members on online teaching 2. Applied for Infrastructure development under Centre of Excellence scheme of the Govt. of Kerala 3. Training programme organised for faculty members in Learning Management System (LMS MOODLE) 4. Successful implementation of Green Protocol in all the activities in the campus 5. Drive for the implementation of Smart class for all PG and final year UG classes

[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	Achivements/Outcomes
Planned the implementation of Academic Calendar for Teaching and Evaluation along with co curricular and sports activities.	Implemented the planned academic calendar of activities of teaching, evaluation, cultural and cocurricular activities in time
Decided to monitor curricular dissemination through Lecture series, Invited lectures, international / National Seminars, Workshops, Quiz, Debates, Group discussions, Exhibition and Celebration of National Days of significance.	Executed the organization of National seminars, workshops, lecture series, quizes, debates etc. by different departments and clubs at the institution
Resolved to conduct training sessions to promote ICT enabled Teaching, Learning and Evaluation modules for both the teachers and students. Planned to ensure familiarity with LMS like Moodle and encourage active enrolment in E-courses under Swayam, MOOC, NPTEL etc.	Conducted training sessions to promote ICT enabled Teaching, Learning and Evaluation modules for both the teachers and students. E-courses were done by faculty with Swayam, NPTEL and Mooc
Planned to set up a Central Instrumentation Facility with support from Higher Education Department, Govt. of which is expected to have state of art research facilities and can cater to basic as well as interdisciplinary research.	Planned to set up a Central Instrumentation Facility with support from Higher Education Department, Govt. of which is expected to have state of art research facilities and can cater to basic as well as interdisciplinary research.
Planned to set up a Central Instrumentation Facility with support from Higher Education Department, Govt. of which is expected to have state of art research facilities and can cater to basic as well as interdisciplinary research.	Ensured the continuous monitoring of research work of the scholars in every six months by conduct of RAC through external experts and research forum of the college
Decided to encourage the faculty to take up consultancy and extension activities to promote social	Decided to encourage the faculty to take up consultancy and extension activities to promote social

upliftment.	upliftment.
Envisaged the Infrastructural upgradation in lieu of starting of new courses as well as upgrading existing courses.	Ensured infrastructure facilties for newly implemented MA Malayalam course
Ensuring the completion of new building already been under construction for recently introduced B.com (Honours)	Ensuring the completion of new building already been under construction for recently introduced B.com (Honours)
Envisaged a new Academic Block, Sports Complex and Knowledge centre sanctioned and the construction due to commence shortly.	Under Planning by KIIFB
Planned to conduct UG Orientation and provide an overview of the opportunities in Higher Education. To provide a brief introduction to different Clubs, NSS, NCC as well as training programmes for competitive exams held in the college.	Planned to conduct UG Orientation and provide an overview of the opportunities in Higher Education. To provide a brief introduction to different Clubs, NSS, NCC as well as training programmes for competitive exams held in the college.

[View File](#)

14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
College Council	13-Mar-2020

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	30-Mar-2019

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 higher education sector in the state has undergone revamping during 2019-20 and the campuses in Kerala have been redesigned to promote a more inclusive

approach towards teaching, learning and research. The academic calendar published at the beginning of the academic year in June 2019, sets the timelines for effective curriculum delivery, inclusive evaluations and effective documentation. The calendar provides thrust on class room performances along with attendance. Along with the academic calendar, the college calendar is designed to provide relevant information regarding the general time table, time schedules for internal examinations and other co-curricular activities. The syllabus assigned for a programme follows the general timetable and evaluation is conducted by individual faculty on the basis of assignments, seminars and test papers. Students are required to submit assignments and present seminars as a part of their continuous evaluation for each paper of study. Inclusion of E-content into the curriculum enlarges the scope of classroom interaction through addition of tools like MOOC and Moodle and introduction of SWAYAM courses for both students and teachers to enhance their knowledge repertoire and kindle their research acumen. Innovative initiatives have been proposed to be implemented in the course curriculum like the introduction of Audit courses, which provides a fascinating array of courses to choose from for our students. The audit course, which is interdisciplinary in character, provides students with an opportunity to expose themselves to disciplines of contemporary and practical relevance like Disaster Management, Environmental Studies and Intellectual Property Rights. In addition, to enhance the teaching-learning experience, field studies and visits to research institutes of national importance and academies for linguistics and performing arts are undertaken. A proposal to increase the number of field trips to include all the departments has also been put forward. Since field trips are pivotal in providing firsthand knowledge, interaction and socialization for the students, such trips prove highly beneficial for their intellectual and emotional development. As a part of our inclusive strategy, various programs have been put into action. The slow learners are given priorities, while the fast learners are given new challenges and kept motivated. The slow learners are given due attention, with special care and focus given to their future. Since, differently abled students also come under the purview of slow learners, special programs have been designed like Scholar Support Programme, where personal attention is given to such students that will keep them motivated and enhance their confidence. Keeping their future in focus an Equal Opportunity Cell has been conceived to prepare them for competitive exams like PSC that will give them a head start for a better future. The fast learners have programs like Walk With a Scholar and ASAP, that are stimulating and motivating.

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
Professional Diploma in Industrial Electrical Engineering	Professional Diploma in Industrial Electrical Engineering	23/09/2018	365	employability	Electrical Engineering
Professional diploma in Shipping and logistics	Professional diploma in Shipping and logistics	13/09/2018	365	employability	Shipping
Professional	Professional	13/09/2018	365	employability	Construction

diploma in civil and construction engineering	diploma in civil and construction engineering

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	Nil	Nill
View File		

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
Nill	Nil	Nill

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

	Certificate	Diploma Course
Number of Students	0	47

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
Professional Diploma in Industrial Electrical Engineering	28/09/2018	24
Professional diploma in Shipping and logistics	28/09/2018	23
ADVANCED DIPLOMA IN LOGISTICS SUPPLY CHAIN MANAGEMENT	28/09/2018	7
PROFESSIONAL DIPLOMA IN INDUSTRIAL INSTRUMENTATION AND FIRE SAFETY	28/09/2018	16
View File		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Botany	32
MSc	Botany	12
BSc	Chemistry	48
MSc	Chemistrty	12
BCom	Honors	30
BCom	Finance	60
MCom	Finance	16

BA	Ecomomics	60
MA	Ecomomics	16
BA	English	30
[View File]()		

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

The feedback system has been effectively used to receive both constructive criticism and appreciation from the stakeholders. Separate forms with feedback parameters were given to the stakeholders and the feedback scoring was received after ensuring complete anonymity of the persons providing the feedback. The scores received were further used to create feedback scores using statistical tools. The final scores were further submitted to the concerned parties under complete anonymity. Based on the feedback on course content from stakeholders, specifically from students, measures were taken to implement the mark system instead of existing grading system. The continuous evaluation envisaged in the curriculum has been modified to classroom performance along with existing criteria of written assignments, seminar presentation and internal examinations. Online exams were well received by students and conduct of internal exams through online mode was encouraged. Training sessions on Moodle equipped the faculty to provide the shift to online mode as an optional choice. Compulsory Social Service has been reintroduced as part of the syllabi in keeping with the feedback of the student community in the aftermath of the flood where their wholehearted involvement with community issues was evident. The feedback from the students was instrumental in revamping the various content of teaching learning methodology. Apart from incorporating e-content, classroom student interaction and encouraging ICT enabled teaching, thrust was given to share study material through web. Online web sources, use of INFLIBNET, and the use of e-journals were encouraged. The feedback from alumni helped in coordinating seminars, discussions and lectures by alumni associations. The feedback from teachers resulted in the revision of the syllabi with addition of field trips to promote industrial visits and provide an insight and exposure to the student community. In keeping with the feedback received from the teachers as well as class mentors, the need for counseling was highlighted at different forums. Counseling sessions that ensured privacy was recommended and a proposal for appointing professional counselors was moved. Although programmes like scholar support and walk with the scholar were highly appreciated, an initiative for the differently abled students was mooted. Varied classes aiding preparation for competitive exams like NET/JRF were initiated. The feedback from parents resulted in the audio lessons which became a regular feature and received great appreciation.

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
MSc	PHYSICS	15	927	15
MSc	ZOOLOGY	13	663	13
MSc	CHEMISTRY	14	951	14
MSc	BOTANY	14	674	14
MA	ECONOMICS	22	446	22
MA	HISTORY	23	745	23
MA	ENGLISH	22	838	22
MSc	MATHEMATICS	20	625	20
MSc	STASTISTICS	14	453	14
MCom	FINANCE	22	1528	22

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
2019	1929	531	21	6	122

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
122	86	35	35	35	15

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)

Tutorial system Tutorial system is followed to identify and mentor the academic and non academic potential in the students. Tutorial classes are conducted and records are maintained to monitor the progress of the students. Remedial coaching In remedial teaching weak students are identified on the basis of their marks and general performance and are given special attention. An attempt is made to boost their academic performance through peer group learning and provision of learning materials. SSP SSP provides personalised additional support in academics to slow learners through tutorials, external mentoring etc. Weak students in selected subjects are identified and from them forty students are selected. Fifteen faculty members are selected as internal mentors. ASAP ASAP works with the mission of creating employable skills among youth. The programme offers general training in soft skills, IT and other vocational areas like Financial Advisory and Marketing Services, Food and Beverages, Computing and Peripherals, Journalism, Data Entry. WWS Walk With a Scholar (WWS) programme, is aimed at providing specialised mentoring for meritorious students in under graduate programmes. The scheme aims at enabling the students to prepare themselves for their future by giving necessary guidance, motivation and mental support to identify appropriate areas for higher education and employment. Clubs Catering to

Environment Consciousness Conserving nature is essential for sustainable development. Various cells are functioning in the college such as Nature Club, Environment Club, Birds Club and Bhoomithra Sena to create environment consciousness in students. NCC and NSS NCC Girls wing enrolled under 27 (k) battalion Palakkad instills in students leadership qualities, teaches them team work and discipline. NSS units in the college conduct programmes to imbibe social consciousness in the students, it teaches the students to become service oriented. Clubs Promoting Human Values To create awareness among the students about the marginalized sections of the society, various clubs have been formed in the college. Women's Development Cell, Pain and Palliative Care Unit, Legal Literacy Cell, Anti – Narcotic Cell and Human Value Cell function in the college to sensitize the students about the issues faced by the deprived sections. Clubs Promoting Student Capabilities A lot of students excel in co curricular activities. To promote and nurture their talents, various clubs have been formed in the college like Arts Club, Sports Club, Quiz Club, Debate Club, ED club etc., Career Guidance and Counselling cell To make the students aware of the job opportunities, Career Guidance and Counselling Cell functions in the college. It intimates the students regarding job openings and placements are conducted in the college. Tourism club Tourism club provides field experiences to the students to develop their interests in diverse areas such as eco tourism, heritage tourism, cultural tourism etc. Clubs Enhancing Creative Talents The college has students with high creative potential. Clubs like Film Club, Forum for Creative Expression, Sahithya vedi, Folk lore club and Malayalam Bhasha Committee function in the college to nurture their abilities.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2460	122	1:20

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
122	122	0	12	56

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
Nill	NIL	Nill	Nil
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
BCom	COMMERCE	1	04/01/2019	09/11/2019
BCom	HONOURS	1	04/01/2019	09/11/2019
BCom	COMMERCE	2	04/01/2019	24/10/2019
BCom	HONOURS	2	30/03/2019	05/02/2020
BCom	COMMERCE	3	30/03/2019	05/02/2020
BCom	HONOURS	3	30/11/2018	17/08/2019
BCom	COMMERCE	4	30/11/2018	27/09/2019
BCom	HONOURS	4	30/03/2019	23/11/2019

| BCom | COMMERCE | 5 | 30/03/2019 | 23/11/2019 |
| BCom | HONOURS | 5 | 25/10/2018 | 23/11/2019 |

View File

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

* A clear procedure is followed for evaluation and assessment of students with the internal marks secured by the students communicated to them at the end of each semester. The departments publish the internal marks by displaying the individual mark each student has secured for internal tests, attendance, assignments, and seminar presentations or viva voce along with the total internal marks which ensures transparency. • An opportunity is given to the slow learners who have scored low marks to better their marks by giving them re- tests. • The attendance records are maintained by every department and the percentage secured by the students is communicated to them at the end of every month. • Assignments given to the students range from book reviews, article reviews and write ups on a range of emergent issues and they are encouraged to make online submissions to ensure prompt submissions without delays. • Seminar presentations and viva voce are also employed to assess the performance of the students. While giving seminar presentations the students are encouraged to give power point presentations. • Continuous monitoring of the students have been initiated at the institutional levels with quizzes, debates, group discussions, model parliament, online assignments, online test papers, participation in exhibitions, photography competitions etc. • Any grievance regarding the marks are resolved either by the teacher concerned or in the event of lodging a complaint resolved by an intra-departmental committee comprising the Head of the Department, the Department Coordinator and the teacher concerned.

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

The academic calendar provides a roadmap for the effective functioning of the college. To coordinate the curricular and co-curricular activities of the college, IQAC routinely prepares an academic calendar which is published at the beginning of each academic year. The curricular activities listed in the calendar begin with the date of commencement of classes semester wise. The college strictly adheres to the dates posted in the calendar.The dates of internal examinations are intimated to the various departments so that portions can be completed within the stipulated time. Early intimations enable the teachers and students to make arrangements for the conduct of the examinations. The departments are directed to publish the results in the department notice board and the date for publication of the results is given in the calendar. The expected date of submission of APC is given in the academic calendar which is helpful to assess the attendance position of students. Consolidation and submission of internal marks are carried out based on the dates prescribed in the schedule. The date of commencement of university examinations are there in the academic schedule which helps teachers plan lessons and assignments within the prescribed time. Date of closing each semester is known at the beginning of the term so that the entire semester can be planned in advance. The academic calendar also specifies the dates of co curricular activities like college union election, zonal festivals and the dates of inter zone so that classes can be planned effectively

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.qvc.ac.in/courses/

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
MBT	MSc	Botany	12	11	92
MCH	MSc	Msc. Chemistry	12	11	92
MCM	MCom	Mcom Finance	22	18	82
MEC	MA	MA Economics	18	17	94
MEG	MA	MA English	18	17	94
MHI	MA	MA History	19	13	68
MMA	MA	MA Malayalam	15	14	93
MMS	MSc	MSc. Mathematics	19	14	74
MPH	MSc	MSc. Physics	12	10	83
MST	MSc	Msc. Statistics	13	10	77
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)

http://www.gvc.ac.in/feedback-system/

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	60	UOK	0.24	0.19
Minor Projects	90	KSBB	1	0.8
Minor Projects	90	KSBB	2	1.6
Minor Projects	90	KSBB	5.42	4.34
Minor Projects	360	KSCSTE	11.48	9.18
Major Projects	1080	KSCSTE	8.52	5.11

Major Projects	1080	DST SERB	39	27.3
View File				

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
Nil	Nil	

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
Activities of Bhoomithra Sena	Bhoomitra Sena	Directorate of Environment and Climate Change	07/03/2019	Best Bhoomithra Sena Club
No file uploaded.				

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

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	Nil	Nil	Nil	Nil	Nill
View File					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
Botany	2

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	Botany	10	Nill
International	Chemistry	3	Nill
International	Commerce	2	Nill
International	Economics	3	Nill
International	English	3	Nill
National	History	3	Nill
National	Mathematics	3	Nill
International	Physics	8	Nill
International	Zoology	3	Nill
National	Economics	2	Nill
View 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
Botany	16
Chemistry	3
Commerce	1
Economics	2
English	4
History	3
Malayalam	2
Physics	2
Zoology	9

View File

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
Semiconductor Quantum Dots: An Emerging Material for Light Harvesting and Display Devices	Sandeep K	Research Trends IN CHEMICAL SCIENCES Volume 5	2019	Nill	Govt. Victoria College, Palakkad	Nill

View File

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
Nil	Nil	Nil	Nill	Nill	Nill	Nil

View File

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	2	11	6	2
Presented papers	0	2	0	0

View File

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
Nature walk	Department Alumni, DTPC and INTACH	3	6
Sensitization of Panchayat members	Department of Botany	1	0
Farmers training	Department of Botany	1	0
Medical camp at PHC, Ozhalappathy	Department of Botany	1	5
Herbal garden setting in BEM junior Basic School	Department of Botany	1	5
Enrichment of Bodhi library at Chinnar wildlife sanctuary	Department of Botany	1	5
QR coded signages to Vatika garden	Department of Botany	2	10
Bio diversity register Survey(21/05/2019), Palakkad District Youth Parliment 2019(27/03/2019), Blood donation Camp(27/03/2010)	NSS	8	162
Rally against child abuse	NCC	1	45
Cleaning of public parks	NCC	1	50
View File			

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
Bhoomitra sena Club Activity	Best Bhoomitrasena	Kerala State Center of Environment and Climate and Change	250
Women Development Cell	Best Women Development Cell Award	Department of Women Studies, University of Calicut	800
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/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Swachch Bharat	National Cadet Corps, National Service Scheme units, teaching departments	Cleaning the campus (Monthly)	110	2400
Aids Awareness	National Service Scheme units, National cadet corps	Aids awareness	26	110
Gender issue	Women's cell, internal compliance committee and anti-harrassment cell	Gender sensitization drive	35	453
Anti-filariasis drive	Zoology department	Awareness about filiariasis prevention	2	32
		[View File](#)		

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
MSc Project	Anjana VM	Self	60
M.Sc. Zoology Project work	Anshida K A	Self	30
M.Sc. Zoology Project work	Jinsha C K	Self	90
M.Sc. Zoology Project work	Aswani M	Self	90
Research	Dr. Maya C Nair	Self	365
	[View File](#)		

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
MSc Project	MSc Project	NIT Calicut	Nill	Nill	Anjana VM

M.Sc. Zoology Project work	M.Sc. Zoology Project work	Central University of Kerala, Kasaragod	Nill	Nill	Anshida K A
M.Sc. Zoology Project work	M.Sc. Zoology Project work	Amplicon Biolabs, Kozhikkode	Nill	Nill	Jinsha C K
M.Sc. Zoology Project work	M.Sc. Zoology Project work	Amplicon Biolabs, Kozhikkode	Nill	Nill	Aswani M
Research	Research	Environmental Resources Research,Thiruvananthapuram	Nill	Nill	Dr. Maya C Nair

[View File](#)

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
Nil	Nill	Nil	0

[View File](#)

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
31.94	31.16

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Seminar halls with ICT facilities	Existing
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Others	Existing

[View File](#)

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
KOHA	Fully	18.11.02.000	2008

4.2.2 – Library Services

Library	Existing	Newly Added	Total

Service Type						
Text Books	112173	22434600	2115	800091	114288	23234691
Reference Books	800	400000	25	50000	825	450000
Others(s pecify)	25	1250	222	40000	247	41250
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
DR. A.R. RAMESH	PRACTICAL CHEMISTRY	MOODLE	19/11/2019
DR. C.V. SREERANJIT KUMAR	EXAM BIOCHEMISTRY	MOODLE	10/12/2019
DR. YESUDASAN	EXAM PHYSIOLOGY	KAHOOT	17/12/2019
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	175	2	2	2	2	1	18	20	0
Added	5	0	0	0	0	0	0	0	0
Total	180	2	2	2	2	1	18	20	0

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

20 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
EDUSAT, INFLIBNET, MOODLE Platform etc.	http://www.gvc.ac.in/infrastructure/

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
121.29	116.28	18.5	17.2

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)

Physical facilities – Purchase and construction • In keeping with the set procedures and policies for infrastructure development under the Plan Funds, Government of Kerala, the college-council discusses and submits proposals to the DCE for approval and sanction. The RUSA funds are allotted for academic infrastructure. The funds from the Higher Education Dept have been used to construct a new building for B.Com Honors as well as to reconstruct the History and Economics Block that was demolished due to natural disaster. • The procedures for all purchases are routed through centralized e-tenders. However, local purchase is permitted upto Rs.15000/- only. Maintenance • The maintenance of the college infrastructure is met with through assistance from various sources such as the Plan fund, PTA, OSA and alumni of the departments. Utilization • All the physical infrastructures of laboratories, libraries and centralized computer facility are utilized by post graduate and undergraduate students along with research scholars. • In all departments, at least one class room has been changed to e-classroom with infrastructure facilities of projectors and computers which are utilized by the faculty in ICT enabled teaching – learning process • Centralized computer facility of the institution is open to all students free of cost • Strengthened science laboratories under RUSA are open to the concerned research scholars of the institution as well as from nearby institutions • The physical education department has been strengthened by sports amenities and a Gymnasium and is being utilized by students and faculty, free of cost. Maintenance is being done by the nominal charges paid by the external agencies who utilize the sports facilities which are extended to the local community. • The Auditorium and seminar halls of the institution are utilized for the conduct of the National seminars, invited lectures, arts festivals, debates, quizzes and literary competitions. • Continuous monitoring of research progress has been centralized and is done at least once in every six months utilizing these facilities. • Hostel facilities are provided for both girls and boys and at present, facilities are extended to more than 300 students. The students from marginalized sectors and socio-economically backward categories are provided with free food and accommodation with support from government. • Further, the campus provides the facility of Crèche for the day-care of the little children of the faculty which is supported by the PTA. The student amenity centre at the institution comprises a co-operative society, a medical centre and a Counseling cell. The office rooms for NSS, NCC, ASAP also function here.

http://www.gvc.ac.in/policies/

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	NIL	0	0
Financial Support from Other Sources			
a) National	National State Agencies	1968	13351620
b)International	NIL	0	0
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
Remedial Coaching	02/06/2019	130	SSP
Yoga Meditation	21/06/2019	100	Departments and NSS1
Soft Skill Development	02/11/2019	50	T V Rajesh, soft skill trainer
Public Speaking Workshop	08/03/2020	100	Campus Union
Language Skill Development	14/12/2019	50	Dr.PRASEEDHA .G , Assistant Professor of Mercy College
Art and Self Development	07/02/2020	50	M U Praveen, a well known theatre person and writer
Nadaka kalari	10/07/2019	50	Campus Union
Communication Skill Development	10/03/2020	100	Campus Union
Student Leadership programme	27/08/2019	50	Departments

View File

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
2019	CIVIL SERVICE COACHING	120	Nill	Nill	6

View File

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
0	0	0

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
VARIOUS	250	25	Various Or	200	70

						ganizations		

View File

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	1	B Com	Commerce	Pondicherry University	MBA
2019	1	BSc Chemistry	Chemistry	Central University, Tamilnadu	MSc Chemistry
2019	1	BSc Maths	Mathematics	Central University of Karnataka	MSW
2019	7	BA Economics	Economics	GOvt. Victoria College, Palalkkad	MA Economics
2020	1	MSc Chemistry	Chemistry	IIT Palakkad	Ph,D
2020	1	MSc Botany	Botany	University of Kerala	Ph.D
2020	3	MSc Botany	Botany	Govt. Victoria College, Palakakd	Ph.D
2020	1	MSc Maths	Maths	Amrita vishwa vidyapeethom	Ph.D

View File

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	35
GATE	3
Any Other	12

View File

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

Activity	Level	Number of Participants
Various activities conducted during the year	Different levels	1020

View File

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	First - Long Jump Men	National	2	Nill	Nill	Sreeshan kar M
2019	First - Drama Sanskrit	National	1	Nill	Nill	Vipin V
2020	Gold Medal - Long Jump	International	1	Nill	Nill	Sreeshan kar M
2020	First - 4x 400 relay women	National	1	Nill	Nill	Nibha KM

View File

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

The institutional framework of Govt. Victoria college is structured democratically ensuring adequate representation of students in academic as well as administrative bodies in the campus. The College Union is an elected body of student representatives of thirteen members who are elected through a fair and transparent electoral process. It begins with the constitution of an Election committee under the leadership of the Principal and a Returning Officer from among the teachers. Upon constitution, the Union takes up the responsibility of organizing and coordination of various activities in the campus. This includes the College Day, College level Arts fest, Freshers Day, Anti ragging campaigns, Film shows and various other programmes for the students. The Union also represents and voices all the student concerns and grievances. College Council consults the Union while taking up important decisions concerning the students. This ensures that the students are actively involved in the academic and administrative policy making of the institution. There are two University Union Counselors elected from the college who represent the college in the Calicut University Union. Every year the college Magazine is published under the initiative of the student editor who is also a member in the college union. Student representatives are also active members of the major administrative bodies of the institution like RUSA, IQAC, Anti-ragging cell and various clubs constituted for co-curricular activities. There are fifteen associations functioning in the college at the level of various departments. The associations are headed by the association secretaries who are elected by the students of the respective departments. The associations organise lecture series, invited talks, debates, quizzes, various awareness programs, literary fests, science exhibitions and other competitions for the enrichment of artistic and academic capacities of the students. All the student support initiatives inside and outside the campus are undertaken entirely under the leadership of student representatives.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Government Victoria College is the proud alma mater of several renowned people

like T N Seshan, E M S Namboothirippad, writers like the Jnanpeet Award winners M T Vasudevan Nair and O V Vijayan, eminent professors and academicians like Dr K N Panicker and Prof M Kunjaman. The college has a registered Alumni Association named as The Palghat Victoria College Old Students' Association (OSA). The Old Students' Association actively involved in the developmental activities of the College. They have always extended their support with every department holding respective alumni association meetings on an annual basis. Their major activities include: appreciating high achievers of the departments through their numerous endowment prizes proficiency awards for academic performances lending generous financial support to various student arts activities inside the campus that are held annually Organising Alumni Day of various departments Initiating campus cleaning activities Offering decisive support in the college development councils OSA suggests and provides resource persons for organising regular talks and events in the college. The strong alumni network of the college remains a motivational element for the student community. Apart from OSA, most of the departments also have their own smaller alumni groups who contribute to the departmental activities and gather up on a regular or occasional basis to discuss their activities. Out of all these departmental alumni associations, the most prominent and effective one is VIBA, the association of alumni of the Research Department of Botany. Victorian Botany Alumni Association (VIBA) is the official alumni association of Post Graduate and Research Department of Botany. It was constituted in the year 2008 and revamped in September 2017. In 2019, VIBA instituted an award for excellence in Environment conservation (Palakkad District) that consists of a memento, citation and cash prize. VIBA is highly committed to preserving the green environment of the campus. Apart from this, it also organizes medical camps, conducts seminars and talks for the students, gives cash prizes for the UG and PG toppers and other meritorious students and facilitates training programmes and workshops. Some of the activities of VIBA are as follows: Publication of Newsletter - VIBA Botanica. (from the year 2018 onwards). Medical Camp at Ozhalapathy in association with DMO, Palakkad Organized Nature Walks to Dhoni Hills, Nilambur, Nelliampathy and Chinnar Wildlife Sanctuary Sensitization of Panchayat Members of Nemmara and knowledge sharing on medicinal plants to farmers along with Gangothri Foundation Establishment of a herbal garden at BEM Junior Basic School, Palakkad Assisted in improving the greenhouse at the college campus Assistance for the subscription of five journals Institution of M C Gopinathan Lecture series, Sarojini Menon Endowment and VPK Nambiar Endowment Knowledge partner in technical support for QR coded signages of plants in Vatika with DTPC Book donation to Bodhi Community Library at Chinnar Wildlife Sanctuary Botanical illustration competition for high school students Contribution of flood relief materials to NSS units of GVC and Mercy College Infrastructure enrichment and maintenance of garden

5.4.2 – No. of enrolled Alumni:

1800

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

34000

5.4.4 – Meetings/activities organized by Alumni Association :

The college has a registered Alumni Association named as The Palghat Victoria College Old Students' Association (OSA). The Old Students' Association actively involved in the developmental activities of the College. They have always extended their support with every department holding respective alumni association meetings on an annual basis. Their major activities include: appreciating high achievers of the departments through their numerous endowment prizes proficiency awards for academic performances lending generous financial

support to various student arts activities inside the campus that are held annually Organising Alumni Day of various departments Initiating campus cleaning activities Offering decisive support in the college development councils Victorian Botany Alumni Association (VIBA) is the official alumni association of Post Graduate and Research Department of Botany. It was constituted in the year 2008 and revamped in September 2017. In 2019, VIBA instituted an award for excellence in Environment conservation (Palakkad District) that consists of a memento, citation and cash prize. Some of the activities of VIBA are as follows: Publication of Newsletter - VIBA Botanica. (from the year 2018 onwards). Medical Camp at Ozhalapathy in association with DMO, Palakkad Organized Nature Walks to Dhoni Hills, Nilambur, Nelliampathy and Chinnar Wildlife Sanctuary Sensitization of Panchayat Members of Nemmara and knowledge sharing on medicinal plants to farmers along with Gangothri Foundation Establishment of a herbal garden at BEM Junior Basic School, Palakkad Assisted in improving the greenhouse at the college campus Assistance for the subscription of five journals Institution of M C Gopinathan Lecture series, Sarojini Menon Endowment and VPK Nambiar Endowment Knowledge partner in technical support for QR coded signages of plants in Vatika with DTPC Book donation to Bodhi Community Library at Chinnar Wildlife Sanctuary Botanical illustration competition for high school students Contribution of flood relief materials to NSS units of GVC and Mercy College Infrastructure enrichment and maintenance of garden

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 college over the years has developed an extremely effective participatory management system ensuring the involvement of all stakeholders in the decision making process, including students, teaching staff, administrative staff, parents, alumni and the various formal bodies in the college. The management of the academic and administrative processes is spearheaded by Principal as head of the institution under Director of Collegiate Education. The teaching learning and evaluation systems are implemented with directions from University of Calicut and all administrative regulations are controlled by Director of Collegiate Education, Govt. of Kerala. The decentralization of these activities within the institution are managed by college council consisting of all Heads of Departments and two elected members from the faculty. The administrative wing control the administrative activities including purchases, admissions, fee collections and establishment requirements with assistance from committees of the faculty like purchase committee, admission committee, scholarship nodal officer, e-tender nodal officer, examination committee etc. Parent Teacher Association, College Development Council and Old students Association (OSA) assist the institution with financial support for the routine maintenance of the institution. The security personnel, operation of college bus for transportation and computer technicians are funded by PTA. College Development Council support the institution with matching grants for minor constructions and student amenities. The Old Students Association support the institution with scholarships and financial assistance for minor works in the institution. The feedback from parents and alumni of the institution is also taken into consideration while formulating policy decisions within the institution. All academic and co-curricular activities are executed through the formation of various committees and clubs with active participation of faculty and students as members. The decentralized management of the institution is carried out by committees like IQAC, admission committee, discipline committee, anti-ragging committee etc. and all co-curricular development of the students are ensured through the formation of various clubs with students as core members and a

faculty to co-ordinate the activities. The institution has Nature club, ED club, Quiz club, Debate club, Film club etc. Activities of Career guidance cell, equal opportunity cell, NSS and NCC with active participation of the students assist the institution in making the students reach out to the public as dedicated citizens. Before every activity, detailed interactions with the students were conducted and incorporated their viewpoints into the decisions made by authority. Thus we ensure the participation of the Students Union and students in activities ranging from admission to the maintenance of discipline in the college. In addition, every department has a department association, exclusively run by students and whose office bearers are elected by students, with a view to organize academic and cultural programmes. The students were actively encouraged to organize interdepartmental sports competitions also.

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
Curriculum Development	Some of the faculty members were nominated as Members of Board of Studies and were engaged in the revision and development of the curriculum in accordance with the changing National and International trends. • Innovative suggestions by the faculty heralded the introduction of new subjects that focused on sustainable development and green Environment. • Open courses introduced in the curriculum of different departments provided academic flexibility for the student community • The student-centric curriculum focuses on a holistic development and prepares them to face the challenges of the times. Critical thinking, communication skills and value based education were encouraged.
Teaching and Learning	ICT enabled teaching practices were encouraged • Paper presentations in national seminars augmented the student community in academic and research career • Individual projects allotted to PG students helped them develop their academic zeal and scientific temper. • Capacity building training is provided to UG/PG students through collaboration with Research institutes and industries. • Students are encouraged to undergo summer training in Institutes of Eminence thereby providing them with exposure in a research environment/ varied academic culture. • Visits to Research Institutes, field studies , Industrial

		visits, and Invitee lecture / seminars widened the knowledge base of the student community
	Examination and Evaluation	Assignments, seminar presentations, debates, quiz and group discussions were used for continuous evaluation • Internal exams are based through written, oral, quiz, presentations or through online exams via Moodle. • Performance based attendance envisages involvement in the classroom teaching – learning process. • Field based assignments/ reports enhanced the presentation skill of the students • Extracurricular activities – arts/ sports, NCC / NSS activities are given bonus points in the final grades • Students are encouraged to join certificate courses of NPTEL/ SWAYAM/ ASAP • Model exams are conducted and continuous assessment ensures student participation and involvement.
	Research and Development	Research forum monitors the progress of the research scholars in every six months providing a common platform for presenting their findings. During 2018 -19, 31 students pursue research under five disciplines. Three candidates submitted synopsis and published 47 research papers in peer reviewed journals. The students are encouraged to take part in research work, paper publications and poster presentations. All publications from the institution are subjected to plagiarism check. All research guides of the different disciplines are encouraged to undertake research projects from different funding agencies and during the year faculty undertook research projects from KSCSTE, KSBDB DST and DBT
	Library, ICT and Physical Infrastructure / Instrumentation	Digitalization of the centralized library along with departmental libraries have been undertaken during the year. The inflibnet facility has been extended to all faculty and research scholars. The subscription for online journals have also been increased during the year. The physical infrastructure have been strengthened by the construction of a new academic block for the newly introduced BCom Honors course along with the setting up of a green house in the campus for germplasm maintenance.
	Human Resource Management	Need based training programmes in

	Personality Development, Capacity building, Career guidance and sessions for procurement of election commission ID card etc. have been conducted periodically. Campus recruitment through different agencies like Federal Bank have been undertaken. Full Time Counseling Centre functions on all working days and offers personal and career counseling. Value based education mediated through class tutors are implemented during tutorial hour. Newly recruited faculties were given capacity building training at various IMG's of the state of Kerala. The students of the institution were given awareness and training in disaster management in the light of recurring floods in Kerala.
Industry Interaction / Collaboration	The Entrepreneurship Development club of the institution conducts awareness on ED and finance for entrepreneurs. The BCom honors curriculum facilitates industrial visits and awareness on local industrial areas in the district
Admission of Students	The admission to various undergraduate and post graduate programmes are done through the centralized admission process in a systematic, transparent and student friendly manner following all reservation rules. The admission process is initiated by online submission of single application for various UG PG courses in multiple colleges affiliated to the University. CAP helps students to submit applications of their choice through simple online steps. The admissions to all programmes are based on merit following reservations to all sectors. Special reservations to candidates from Lakshadweep islands are a unique feature in admission procedure of the institution.

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

E-governace area	Details
Student Admission and Support	All admissions to undergraduate and post graduate programmes along with admissions to PhD programmes are also made under e-governance system by online admission management system of University of Calicut through http://www.cuonline.ac.in/. ICT enabled administration has been implemented in range of spheres like student

		admission, examination, purchase of books, materials and electronic gadgets for the college, provision of scholarships and grants to the students, attendance records of the staff and students of the college, etc., so as to benefit all the stakeholders. The entire admission process is online done through the centralized admission facility provided by the university. All the admission procedures such as payment of fees, application for various programmes, allotments to various programmes and admission to the college are made throught the use of ICT enabled procedures. The college carries out the entire admission process online through the centralized admission facility provided by the University of Calicut. The students submit online applications for various UG and PG programmes. The University publishes a series of online allotments based on which the college prepares rank list of students to be admitted for various programmes. The student admission process within the college has also been centralized and digitalized facilitating the introduction of online queue system and creation of database of admitted students. ICT enabled provision of student support services such as scholarships and grants are also implemented in the college. Students apply for scholarships and grants online facilitating online processing and disbursal. The digitalization of library has also benefited the students.
	Examination	The procedures relating to examination such as registration for examination, provision of hall tickets, award of internal marks for the students etc are also executed through ICT enabled methods. The attendance progress record of the students for every semester is uploaded to the website of the University as mandated. The registration process for the university examination is online. The hall tickets of the students can be accessed from the university website. The internal marks of the students are uploaded in the website. Online tests and online submissions of assignments enhances the effectiveness of internal assessment methods.

Planning and Development	The development vision of the college is reflected in the annual plan proposals submitted online by various departments. The administrative office compiles these proposals incorporating the development requirements of the college. All the proposals for the development of the college is processed via the DDFS system and implemented through e-procurement and PRICE software of the government. All the data collection from the departments for the planning and implementation, and communications to the departments are done via the mailing systems of www.victoriacollege.in and www.gvc.ac.in
Administration	The institutional administration has been made under e-governance by the implementation of DDFS (Digital Document Filing System). The administration communicates with the directorate of collegiate education by DDFS, through http://www.collegiateedu.kerala.gov.in/. Along with this, all communications with affiliating University, University of Calicut has also been digitalized, as the university also follows DDFS through https://www.uoc.ac.in/.
Finance and Accounts	The purchase of lab and library items are done through e-tender portal of government of Kerala https://etenders.kerala.gov.in. The salary disbursement of the teaching and non-teaching staff is being done through the e-TSB portal https://tsbonline.kerala.gov.in/

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
Nill	Nil	NIL	NIL	0
View File				

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	Title of the administrative training programme organised for	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)

teaching staff	non-teaching staff					
Nill	NIL	NIL	Nill	Nill	Nill	Nill

View File

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
SWAYAM	1	01/09/2019	15/01/2020	122
Short-run course on PROFESSIONAL DEVELOPMENT	1	15/05/2019	21/05/2019	7
Short term courses in e-content development	1	24/05/2019	30/05/2019	7
Orientation programme	1	16/10/2019	05/11/2019	21

View File

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
123	123	57	57

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Staff Quarters, Staff Club, Co-operative store,Ladies Amenity Centre, Fitness Centre, Various Govt. Insurance Schemes etc.	Staff Quarters, Staff recreation club, Canteen, Co-operative Society, Varios govt. Insurance Schemes etc.	College Students Union Activities, Various Celebrations like Onam, Christmas, New Year etc., Anti-Ragging Anti Harassment Cells, Students Amenity Centre, College Co-operative Store Etc.

6.4 – Financial Management and Resource Mobilization

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

Financial transparency has been ensured in the institution. There are formal institutional arrangements for the auditing of accounts of the college. The chief external sources of funds for the college are the State government, the UGC and other agencies. Such funds are subjected to external auditing by chartered accountants and auditors from the office of Audit and Accounts General and the directorate of collegiate education. The college PTA is receiving contributions from the students and the illustrious alumni. The funds thus received are used for the welfare of the college and are audited internally using the service of PTA's auditor.

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
Shown in the supporting document	542480	Shown in the supporting document

View File

6.4.3 – Total corpus fund generated

542480

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	Yes	University of Calicut	Yes	IQAC
Administrative	Yes	DCE and AG	Yes	PTA

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

1. Financial support to the day to day expenses of the college. 2. Payment of salaries to 4 staff members. 3. Financial support to students for meeting travel expenses, training etc for cultural fests (A Zone and Interzone). 4. Working funds and advances for teaching departments on yearly basis. 5. Proficiency prizes for the students every year.

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

A session on Managing Stress – Balancing Home and Office --was organized for the support staff with a talk by Dr Beeran Kutty, Clinical Psychologist, Govt. Medical College, Trivandrum. ? Training programmes are provided to our support staff at IMG Trivandrum on a regular basis as part of skill updating ? Digital training programmes are provided by IQAC for our support staff to equip them with the change in technological modules like DDFS and train them on e-governance.

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

1. Closer monitoring of progress achieved by the students and faculty. 2. Strictly adhering to the quality standards prescribed by the university grants commission from time to time. 3. orientation programmes for students and teachers under the IQAC.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Yes
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
2019	A workshop	24/10/2019	21/06/2019	21/06/2019	Nill

	on Internati onal Yoga day on 21/06/2019				
2020	One day Workshop on ICT Enabled Teaching with Moodle on 29/08/2019	01/01/2020	29/08/2019	29/08/2019	Nill
2020	One Day Workshop on NAAC Accredi tation on 18/09/2019	01/10/2020	18/09/2019	18/09/2019	Nill
2020	Faculty Training Programme on Moodle on 16-12-2019	13/03/2020	16/12/2019	16/12/2020	Nill

View File

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
Talk by Dalit Feminist Activist	05/12/2019	05/12/2019	47	28
Seminar on Gender Justice and Legality	19/12/2019	19/12/2019	55	37
Seminar on Gender Justice	21/01/2020	21/01/2020	32	30

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
Percentage of power requirement of the University met by the renewable energy sources 10 KV Solar panels have been installed as a green initiative and contribute as part of renewable energy resource and have been instrumental in supplementing our energy requirements. Ensured 20 of the energy requirement of the Campus from Solar Energy that has been established as part of Green consciousness. ? Biogas unit of food waste to fuel has been installed at the college canteen ? Organic waste is converted to compost and is used as an organic manure in vegetable cultivation which is one of the green initiatives of the college. ? Reduction of Plastic drive has been a constant endeavour making the students champions the movement to within and outside the college campus. NSS/ NCC units as well as the students in general spearhead the initiative. ? Conversion of electric bulbs to LED as part of reducing energy

consumption is yet another green initiative. ? Swatch Bharat inculcated the concept of Go Green, solid waste management and avoiding plastic in the campus and spreading the message to families, friends and the neighbourhood. ? Awareness class on Cleanliness, hygiene and waste management was conducted. ? Maintenance of Green protocol has been monitored in all programmes in the campus with support from Bhoomitrasena Club, ED Club, Nature Club, NSS and NCC.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	18
Rest Rooms	Yes	11
Scribes for examination	Yes	14

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
2019	1	1	05/06/2019	1	Nature Day Celibration	Global Warmingrming50	500

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)
CODE OF PROFESSIONAL ETHICS, HUMAN RIGHTS AND MORAL VALUES	03/06/2019	(1) The Code of Conduct is displayed on the website (2) There is a committee to monitor adherence to the Code of Conduct (3) Institution organizes professional ethics programmes for students, teachers, administrators and other staff (4) Annual awareness programmes on Code of Conduct are organized

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Onam Celebration	16/09/2019	16/09/2019	1500
Christmas and New year Celebration	01/01/2020	01/01/2020	1300

No file uploaded.

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

1. The college has been promoting the plastic free campus policy of the state

government. The students and staff of the college regularly ensure that no plastic is dumped or burnt on the campus. The plastic materials, if found on the campus, are removed promptly.

2. Rainwater harvesting: Palakkad, a rainshadow area in Kerala, receives rain during monsoons. The college has made efforts towards rainwater harvesting with success. The water thus stored could be used for use within the college.

3.Biogas plant The college is maintaining a bio gas plant which relies on biowaste generated by college canteen and hostel mess (the hostel is functioning within the campus).

4. Solar panel The college could set up a solar panel, with an installed capacity of 10 kv, in 2019. The panel is placed on top of the seminar hall close to the main building.

5. Natural pond maintained within the college compound: The college, established in lands used for agricultural purposes in the colonial times, has a pond that was dug centuries ago. The institution, with the support of government and PTA funds, has been in a position to maintain the pond in its natural settings. The pond, having water through out the year, also helps in retaining water table within the campus in desirable limits even in hot summer.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

The college has implemented the following best practices: 1. Prajyoti In keeping with the spirit of the Persons with Disabilities (Equal Opportunities, Protection for Rights and Full Participation) Act 1995, the college assumes a compassionate approach to students with disabilities, assimilating and accommodating such students into the academic and non academic activities of the college. The college has constituted a Scribe Bank named "Prajyoti", comprising student volunteers from our college, to enable students with disabilities to write their examinations. Ramps have been constructed in all buildings of the college and wheel chairs are also provided. Books in Braille script has been made available in the college library. 2. Go Green Movement This movement envisages an eco-friendly campus which inculcates a culture of living in amity with nature. The campus is a plastic-free area, where cloth banners and steel utensils have been substituted for those made with plastic and paper in all functions and programmes of the college. Organic waste generated in the campus as well as the solid waste from laboratories is managed and recycled into manure which is used in the organic farm run by the college. The college canteen has a bio-gas unit that makes use of the food waste generated in the campus, making it a smoke-free environment. A solar panel having a capacity of 10KV has been installed in the seminar hall, which meets the power requirements of the seminar hall, auditorium and the college office. The two organic vegetable farms, maintained in the men's and women's hostels, serve to inculcate love for nature, knowledge of farming and the principles of self reliance in the students. The vegetables produced in the farms are used in the hostel. The college, established in lands used for agricultural purposes in the colonial times, has a pond that was dug centuries ago. This 8000 sq. feet pond is used for the purpose of rain water harvesting. The institution, with the support of government and PTA funds, has been in a position to maintain the pond in its natural settings. The pond, which has acts as a water catchment area and sustains the water table of the campus and surrounding areas even in the hot summer of an arid zone like Palakkad. In addition to this, the college also has two other rain water harvesting units, one attached to the seminar hall and the other in the computer block. 3. Fostering Social Consciousness: The college gives paramount importance to moulding students into responsible citizens and humane and empathetic individuals, who are socially conscious. The following programmes have been charted out and executed for this purpose. i).

Discourses in Democracy: This talk series touches on socio-political issues of contemporary relevance like constitutional values, gender equality, questions of caste and class and so on. This is an open forum that aims at to conduct deliberations that will help to formulate ideas and sensitize students on major issues. Eminent social scientists, activists, writers and thinkers interact with the students as a part of this programme, which is usually conducted in the open stage, "Vineetha Garden" that is located at the heart of the college. ii) Outreach programmes: Student volunteers have enlisted in the panel of palliative care and collaborate with the palliative care unit of the Govt. District Hospital, Palakkad in offering palliative care to patients at their homes. Student volunteers also visit old age homes and institutions for the deprived to interact with the inmates and conduct cultural programmes for them. Students and teachers also engage classes for the economically and socially deprived children of Sabari Ashram, run by Gandhi Seva Sadan, Palakkad and Scheduled Caste Development Board. iii) Field Trip: Field trip was conducted to the tribal area of Attapadi to investigate the reason for the increasing rate of drop-outs among tribal students studying in various institutions in the state. The visited 21 oorus (hamlets) and interacted with Project Officers, Tribal Extension Officers, students drop outs, college going students, their parents, tribal chieftains and the local people. This visit made great impact on students and parents and encouraged the former to pursue their goals in the field of higher education. iv) Breaking Gender Barriers: The campus promotes gender equality through various awareness programmes, Night Outs and Self-defense classes for girl students. The campus also fosters awareness about LGBT rights and the dignity of transgender people. Prominent transgender activists and persons have been invited to interact with the faculty and students. The first ever Queer Pride March in the history of Palakkad, which was organized by the Women's Cell of the college, was a public event in which students, transgender people and the general public participated. v) Chembarathi: This is an artistic and cultural collective of students, teachers and artists that stands across divides of religion, caste, creed, colour or nationality. It aims at sensitizing the general public through the media of art and culture. 4. Campus Friend: The college constantly strives to create a student-friendly campus by bridging the gap between teachers and students and creating a platform where students can voice their apprehensions and grievances. "Jeevani", the counselling centre of the college provides guidance and help to the students in solving the challenges they encounter in their day to day lives. It helps in boosting their confidence and performing well in both academic and non academic fields.

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

http://www.gvc.ac.in/best-practices/

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

Palakkad is one of the districts in Kerala where the hot spot of biodiversity the Western Ghats, fetches a gap of about 32 km on the border of the district, which affects the climate and water regimes along with cultural diversity in the district. Apart from biodiversity studies of Silent Valley National Park and Parambikkulam Wild life Sanctuary, no other serious studies on the bioresources of the district, biodiversity degradation, its management, etc. have been undertaken by any other institution. Hence the institution focuses on the biodiversity heritage along with the cultural and archaeological heritage of the district with the research focus of departments of Botany, Zoology, History, Economics, English, Malayalam and Tamil. This study is unique to its

vision and it typically provide opportunities for cross - disciplinary learning and research, involving multiple departments. They provide the faculty with the opportunity to integrate experiential learning and provide students with hands on, project - based training in addition to traditional classroom teaching. The floristic diversity documentation of the different forest areas, riverine beds and panchayats of the district undertaken by the department of Botany could add species new to science, new additions to district flora, new distributional records and also a baseline data for the post flood monitoring studies of the biodiversity loss of the district in terms of flora and fauna. The outstretches of the district is engaged in Sericulture. This household industry need keen support not only from the policymakers, but from the scientific community also. The department of Zoology is engaged in molecular level studies to improve the variety of silkworms. Economics department is engaged in the studies on sustainable agriculture, organic farming and climate change. The History department has been actively involved in uncovering the early history of Palakkad and recovering the archival records. The best part of the activities has been in bringing to light the importance of several prehistoric and Iron Age sites through out the district. The department has also contributed to the municipal council's Endeavour in publishing a volume on the history of the local body in the 150 th year of its inception. It was the department initiative which helped in acquiring several palm leaf records and manuscripts for the college in 2019. The Department of Malayalam has initiated in documenting the unique ritualistic performance of Palakkad, Kanyarkali and brought out an hour long documentary to this effect. The art form covers the ritual related to the fertility rites of Chittoor and Palakkad Taluk. The English department has conducted efforts to understand the incidence of dropout among the tribal students of Attappadi through contact programs which has given opportunity to interact with the stake holders of the area.

Provide the weblink of the institution
http://www.gvc.ac.in/research/

8.Future Plans of Actions for Next Academic Year

Teaching Learning and Evaluation • Planned the implementation of Academic Calendar for Teaching and Evaluation along with co- curricular and sports activities. • Decided to monitor curricular dissemination through Lecture series, Invited lectures, international / National Seminars, Workshops, Quiz, Debates, Group discussions, Exhibition and Celebration of National Days of significance. • Resolved to conduct training sessions to promote ICT enabled Teaching, Learning and Evaluation modules for both the teachers and students. Planned to ensure familiarity with LMS like Moodle and encourage active enrolment in E-courses under Swayam, MOOC, NPTEL etc. Research Consultancy and Extension Activities • Planned to set up a Central Instrumentation Facility with support from Higher Education Department, Govt. of which is expected to have state of art research facilities and can cater to basic as well as interdisciplinary research. • Resolved to ensure the smooth functioning of the Research forum and continuously monitor the progress of the Research scholars of the Institution. • Decided to encourage the faculty to take up consultancy and extension activities to promote social upliftment. Infrastructure development • Envisaged the Infrastructural upgradation in lieu of starting of new courses as well as upgrading existing courses. • Ensuring the completion of new building already been under construction for recently introduced B.com (Honours) • Planned the construction of examination hall for all the courses. • Envisaged a new Academic Block, Sports Complex and Knowledge centre sanctioned and the construction due to commence shortly. Special programmes for admitted students • Planned to conduct UG Orientation and provide an overview of the opportunities in Higher Education. To provide a brief introduction to different Clubs, NSS, NCC as well as training programmes for competitive exams held in the college. • Decided to conduct

induction programme for PG students to discuss career planning, research facilities, NET coaching classes as well as other career oriented training classes. Awareness Programmes for Senior students • Ensuring the conduct of an Anti Ragging awareness campaign for senior students • Planned to conduct an Orientation class on selecting Open course for the 4th semester students of the UG classes. To detail the list of open courses offered by varied departments. Health and personal hygiene programmes • Resolved to implement governmental initiative of counselling forum 'Jeevani' in the campus and to empower the health centre in the campus with support from alumni • Planned to encourage the activities of pain and palliative care unit of the campus Faculty Enrichment