



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution

**GOVERNMENT VICTORIA COLLEGE
PALAKKAD**

- Name of the Head of the institution **Prof. MAYA C NAIR**
- Designation **PROFESSOR/ Principal - In Charge**
- Does the institution function from its own campus? **Yes**

- Phone no./Alternate phone no. **04912576773**
- Mobile no **8281716773**
- Registered e-mail **victoriapkd@gmail.com**
- Alternate e-mail **iqac@gvc.ac.in**
- Address **GOVT. VICTORIA COLLEGE**
- City/Town **PALAKKAD**
- State/UT **KERALA**
- Pin Code **678001**

2.Institutional status

- Affiliated /Constituent **Affiliated**
- Type of Institution **Co-education**
- Location **Semi - Urban**

- Financial Status

UGC 2f and 12(B)

- Name of the Affiliating University

University Of Calicut

- Name of the IQAC Coordinator

Dr. Jayaraman P N

- Phone No.

04912576773

- Alternate phone No.

9446510442

- Mobile

9495840114

- IQAC e-mail address

iqac@gvc.ac.in

- Alternate Email address

reenamaryap@gvc.ac.in

3. Website address (Web link of the AQAR (Previous Academic Year)

<http://www.gvc.ac.in/aqar/2020-21>

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<http://www.gvc.ac.in/Uploads%202022/Academic%20Schedule%20-2022-23.pdf>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 4	A	3.2	2021	22/11/2021	21/11/2026
Cycle 3	A	3.14	2014	05/05/2014	04/05/2019
Cycle 2	A	3.13	2008	28/03/2008	27/03/2013
Cycle 1	Four Star	4	2001	19/01/2001	18/01/2006

6. Date of Establishment of IQAC

07/07/2008

7. Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
INSTITUTIONAL	PLAN FUND	GOVT OF KERALA	2022-23 /one year	3693038
INSTITUTIONAL	NON PLAN FUND	GOVT OF KERALA	2022-23 /one year	689739
FACULTY	Major Research Project	DST -SERB	2022-23/Three Year	3773642

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

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

9. No. of IQAC meetings held during the year **12**

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

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

- If yes, mention the amount

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

- 1. Proposed implementing a comprehensive Student Management System for the Institution. Evaluated and recommended proposals for the same.**
- 2. Construction of New Academic Block and Knowledge Centre under progress.**
- 3. UG and PG Induction Programme and IPR awareness programme were organized.**

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

Plan of Action	Achievements/Outcomes
1. Planned to monitor the construction work by KIIFB.	Construction of academic building has advanced
2. Planned to submit proposal for the furniture and other requirements for the academic building under construction. .	Detailed Proposal for furniture required for the class rooms and lab has submitted
3. To conduct orientation programme for all the admitted students of both UG and PG	Orientation programs for UG and Pg students were conducted
4. Planned to celebrate /observe days of social and international/ national importance at the college	Days of Importance were observed , lead by various departments and clubs

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

- Name of the statutory body

Name	Date of meeting(s)
College Council	07/06/2024

14. Whether institutional data submitted to AISHE

Part A**Data of the Institution**

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- Name of the statutory body

Name	Date of meeting(s)
College Council	07/06/2024

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022-23	19/03/2024

15. Multidisciplinary / interdisciplinary

The HEI is affiliated to the University of Calicut. The curriculum and syllabus is designed by the University and the Higher Education Department, Govt. of Kerala. HEI will implement the multidisciplinary/ interdisciplinary programs as per the directive of University and the Higher Education Department. UG

syllabi offers Open Courses for 3 credits, which is compulsory for all under graduate students, and it give chnace to opt an additional course, only from other disciplines of the college. The revised curriculum of the University of Calicut provided an additional course as audit course, which is interdisciplinary in nature, with Environmental studies and Disaster Management for under graduate programmes and additional audit courses in the first and second semesters for all PG programmes.

16.Academic bank of credits (ABC):

The institution is affiliated to the University of Calicut. Designing of the curriculum and syllabus is done by the University and the Higher Education Department, Govt. of Kerala. HEI will implement Academic Bank of Credits as per the directive of University and the Higher Education Department. As an initial step the audit courses can be taken from any of the recognised online platforms or the one offered by the university.

17.Skill development:

As the curriculum is being designed by the Boards of Studies of affiliating university, skill development programmes are implemented along with the syllabi revisions. Computational and software skills are acquired along with the syllabi. As an institutional initiative, college encourages the students in acquiring various social and communicative skills as part of the club activities of the college. There are Add On courses conducted by different departments which help the students acquire skills of their interest. The environment and Nature clubs of the college train the students in conservation skills, farming activities etc., ED club envisages the nurturing of young enterprueners of the college, to train the students in achieving skills required for earning for daily livelihood.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

The current curriculum of variuos courses under Arts and Humanities streams integrated Indian Knowledge as part of the curriculum. At present college has UG programmes in Sanskrit, Hindi, Tamil and Malayalam, where the curricula is being disseminated in Indian Languages. Integration of traditional knowledge systems are part of the curricula in Social Sciences and Science subjects.. The curriculum in History and English along with other Indian languages disseminate the culture and tradition to the student community in an effective manner. Additionally, an open course- Scientific Literature in Sanskrit

offered by Dept of Sanskrit to all other students. The addition of courses to the existing curriculum will be done as per the directive of affiliating university and Govt. of Kerala.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

The revised curriculum implemented with effect from 2019 are outcome based and the focus has been given for outcome based education. The syllabi of each programme defined the outcome from the different courses with definite Program outcomes (PO) and specific course outcomes (COs). The dissemination of the curriculum is strictly based on these outcome set as part of the syllabi.

20.Distance education/online education:

Being an affiliated college of the University of Calicut, these programs could be introduced at the HEI only as per the directive of the University and the Higher Education Department, Govt. of Kerala. During the academic year 2021-2022, the curriculum dissemination was online in the context of pandemic hit the country. As part of this, the faculty and students got trained in online education and started using online education platforms. The institution provides moodle platform for all faculty and students and study materials are available for different courses and act supplementary to class room direct teaching. The institution has been selected as one of the nodal centres for the implementation of Distance education programmes of the state. As the institution is affiliated and is run by the government, conduct of distance education programmes require policy decisions from both the ends

Extended Profile

1.Programme

1.1

626

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

File Description	Documents
Data Template	View File

2.Student

2.1

2341

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2

593

Number of seats earmarked for reserved category as per GOI/
State Govt. rule during the year

File Description	Documents
Data Template	View File

2.3

701

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1

125

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2

126

Number of sanctioned posts during the year

Extended Profile

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1.1 **626**

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

File Description	Documents
Data Template	View File

2.Student

2.1 **2341**

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Data Template	View File

3.Academic

3.1 **125**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2	126
Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution	
4.1	67
Total number of Classrooms and Seminar halls	
4.2	66.73
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	200
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The higher education sector in the state advocates for a more inclusive approach to teaching, learning, and research. Each program's syllabus adheres to a general timetable, and faculty members evaluate students based on assignments, seminars, and tests. To ensure ongoing assessment, students must complete assignments and present seminars for each subject. The integration of electronic content into the curriculum broadens classroom engagement by incorporating tools such as MOOCs and Moodle, along with SWAYAM courses for both students and faculty to expand their knowledge and boost research capabilities. Additionally, to improve the educational experience, field studies and visits to nationally significant research institutes and academies in linguistics and performing arts are organized. As part of our inclusive strategy, various initiatives have been implemented. Slow learners receive priority support, while fast learners are offered new challenges to keep them engaged. Recognizing that differently-abled students are also categorized

as slow learners, a special club called "Prajyothi" has been established to provide personalized attention and encouragement, helping to build their confidence.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.gvc.ac.in/

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

The IQAC of the institution develops an academic calendar at the start of each academic year, aligned with the general guidelines from the University of Calicut. This calendar outlines the start dates for each semester, schedules for the first and second internal examinations, and a model exam at the semester's conclusion. Each semester spans 90 days, effectively allocated for various academic activities throughout the year. Students must complete assignments and deliver seminars as part of their continuous assessment for each subject. Evaluation incorporates assignments, quizzes, seminar presentations, and two internal evaluation tests per semester. Attendance is also a key factor in determining internal marks. To ensure transparency in the internal assessment process, results are posted on the notice board, and any grievances are addressed promptly. The academic calendar also emphasizes the holistic development of students by including various extension activities that foster talent and provide opportunities for real-world exposure beyond the curriculum.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.gvc.ac.in/academics/

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic

A. All of the above

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

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

1.2 - Academic Flexibility

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

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

27

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

4

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

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year**171**

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

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

The college incorporates themes of Gender, Environment and Sustainability, Human Values, and Professional Ethics into its academic curriculum. All undergraduate programs include common courses that cover topics such as gender equality, human rights, and sustainable development. The paper on Research and Publication Ethics addresses academic integrity and ethical concerns, including plagiarism and value judgments. Additionally, the core Commerce curriculum includes a section on Business Ethics. For postgraduate science programs, the ability enhancement and professional competency courses also tackle professional ethics. Gender studies in core and common English and Malayalam courses examine the experiences of females, males, and LGBTQ individuals. Students across all disciplines are encouraged to advocate for gender equity from a cross-cultural perspective. Core and elective courses in sciences such as Physics, Chemistry, and Botany, along with the language department curricula, provide insights into environmental functioning. Through field trips and practical sessions, students gain an understanding of complexity, scale, and conflict resolution related to environmental issues. They are also introduced to policies that promote environmentally sustainable economic growth and address the scale and effects of pollution.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

27

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

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

591

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the

B. Any 3 of the above

institution from the following stakeholders Students Teachers Employers Alumni	
File Description	Documents
URL for stakeholder feedback report	https://www.gvc.ac.in/feedback-system/
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded
1.4.2 - Feedback process of the Institution may be classified as follows	B. Feedback collected, analyzed and action has been taken
File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://www.gvc.ac.in/feedback-system/
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of students admitted during the year	
910	
File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)	
2.1.2.1 - Number of actual students admitted from the reserved categories during the year	
505	

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The institution has a well-organized mechanism for continuously evaluating and monitoring the students throughout their course. The slow learners and high achievers are identified through their performances in internal and external examinations, participation in seminars and involvement in various academic activities. The college caters to diverse needs of students by encouraging research scholars and postgraduate students to publish research papers, fostering students to participate and present papers in seminars, conducting quiz competitions, debates, seminars and webinars and by arranging training for competitive examinations like UGC/CSIR/NET at department level. Invited lectures and talks and research forums on multi-disciplinary subjects were conducted both offline and online by various departments of the college. Remedial classes are offered to slow learners.

File Description	Documents
Paste link for additional information	https://www.gvc.ac.in/activities/
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
2341	125

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and

problem solving methodologies are used for enhancing learning experiences

The Choice Based Credit-Semester system followed by the institution for both undergraduate and post graduate programmes, along with continuous evaluation using the grading system emphasize the student-centred education system with participatory learning. The assignments are given both at individual level as well as group level which contribute to their collaborative learning potential. The assignments include book reviews, article reviews and write-ups on a range of relevant issues as well as on themes and concepts pertaining to various subjects. Assignments were submitted both online and offline. Study tours and field works along with institutional visits were also conducted by various departments according to their curriculum. Discussions and debates were held on various relevant socio-economic and political issues ensuring the participation of the students and students were encouraged to attend various seminars, webinars and online lectures to enhance the learning levels.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://www.gvc.ac.in/academics/

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

- The college provides sufficient facilities for ICT enabled teaching-learning process.
- The entire campus is enabled with free high-speed broadband connectivity which can be accessed by the faculty and students.
- The Learning Management System e-learning @victoria in Moodle platform and online classrooms are used effectively for sharing learning materials including videos, slides, documents etc pertaining to various subjects.
- Faculty as well as students of the institution have joined and successfully completed online courses through Swayam portal.
- Faculty under different disciplines maintain blogs and Youtube channels for disseminating knowledge in different subjects.
- Online platforms of Google Meet, Webex etc. are used for handling online classes specifically at times of

adversities of pandemics and floods

- Sodhganga and N-List are being accessed by post-graduate and research students for updated literature in their areas of focus

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

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)**2.3.3.1 - Number of mentors****125**

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

2.4 - Teacher Profile and Quality**2.4.1 - Number of full time teachers against sanctioned posts during the year****125**

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality /

D.Sc. / D.Litt. during the year (consider only highest degree for count)**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year****68**

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**2.4.3.1 - Total experience of full-time teachers****902**

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

Continuous Evaluation was done through the series of academic activities such as online and offline internal examinations, seminar presentations, assignments and attendance. The time schedule is being communicated to the students through notice boards and social media well in advance. The percentage of attendance secured by the students is also considered for internal assessment. Seminar presentations and assignments form an important part of the continuous evaluation system. The Learning Management System in Moodle platform and Online classrooms are effectively used for the sharing of learning materials as well as for the evaluation of the student performance. Online submission of assignments and the conduct of

online internal tests also form a part of evaluation. Continuous evaluation system enables the teachers to identify weak students and remedial coaching is offered to these students. They are also given special coaching under new initiatives such as Student Support Programme to equip them to enhance their subject knowledge and language proficiency. Discussion of previous question papers, viva voce and revisions facilitate the students to prepare for the University examination.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://www.gvc.ac.in/academics/

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

A transparent mechanism is in place to redress the grievances of the students relating to the internal assessment. The students are awarded internal marks based on their performances in internal tests, assignments, seminar presentations and attendance secured by the student in every semester. The internal marks secured by the students are 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 in each course. The publication of internal marks with the split-ups ensures transparency. If a student is having any grievance on the published internal marks, the Grievance Redressal Cell at the department level will take up the issue. If it is not redressed at department level, college Grievance Cell will intervene in the matter. If the grievance is on practical examination, it will be reported to Chairman and if it's on published University results, it will be forwarded to Controller of Examinations, University of Calicut. The genuine grievances are followed up until they are redressed in favour of the student.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://www.gvc.ac.in/grievance-redressal/

2.6 - Student Performance and Learning Outcomes

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

Being an affiliated college, the institution follows the POs and COs set by the affiliating university (University of Calicut) in the prescribed syllabus along with augmentation to reach the holistic mission and goals of each program at the institution. The syllabus of all the departments with the program outcomes of all the UG and PG programmes and the course outcomes of all the individual courses offered by departments are communicated to the students and other stakeholders through different means. The University of Calicut is maintaining a website to manage academic and administrative duties of the university. The website has displayed POs, PSOs, and COs of every course offered by the university along with the syllabi of UG and PG programmes. In addition to this, the college website also provides POs, PSOs, and COs of every course offered by the institution. These details are accessible to the students, faculty members and the public. Department meeting along with students was held at the beginning of the academic year to allocate subjects and communicate POs, PSOs, and COs to each of the faculty members and students of the concerned Department. Tutors are entrusted to communicate this among students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.gvc.ac.in/courses/
Upload COs for all Programmes (exemplars from Glossary)	View File

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

Student Feedback on Curriculum is obtained and the same is shared with the departments so that their feedback is discussed and relevant changes if any are made for attainment of programme outcomes. PO is also evaluated based on the performance of the student in terms of their progression to higher studies, qualification in competitive examinations and placement. The end semester dissertation for postgraduate students and group

projects at the level of undergraduate programme evaluate the target attainment of problem solving, development of inquisitiveness and quest for research. The viva voce conducted at the end of the programme assesses the communication skill and knowledge assimilation at PG and UG levels. The continuous monitoring and evaluation with external subject experts to evaluate the attainment of programme outcome of each PhD programme selected by the candidates. In addition, the participation in the activities of various clubs and cells as well as social service and community development programmes are also considered while deciding on the attainment of programme and course outcomes. The faculty are also encouraged to update their subject knowledge by participating in faculty development programs and seminars in order to enhance effective attainment of POs and COs.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.gvc.ac.in/academics/

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

701

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	https://www.gvc.ac.in/activities/

2.7 - Student Satisfaction Survey

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

<https://www.gvc.ac.in/feedback-system/>

RESEARCH, INNOVATIONS AND EXTENSION**3.1 - Resource Mobilization for Research****3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****37.73 lakhs**

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**3.1.2.1 - Number of teachers recognized as research guides****35**

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year**3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year****1**

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://serb.gov.in/

3.2 - Innovation Ecosystem

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

The botany department is actively involved in the taxonomy research. Based on the research needs of the Botony department, the plants were selected in Miyawaki Forest. B.Sc projects are carried out innovatively in a groupwise manner. Group work helps learn, understand and implement advanced research areas in various disciplines.

The faculty members have been actively involved in research and related developments in various disciplines. The college has five Research Departments offering PhD degrees in Science and Humanities. Four Ph. D.s have been awarded, and 35 Research scholars registered and pursued PhD under 26 Research guides in various disciplines in 2022-23. Colleges are actively involved in disseminating the knowledge generated through research articles. Around 35 research papers have been published by faculty members in international and national peer-reviewed journals, and 25 book chapters/ books have been published in various disciplines. Many faculty members delivered invited talks and paper presentations online at global and national seminars/conferences. Research projects were handled by faculty, and the knowledge generated was disseminated to various organizations in policymaking.

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

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year**3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year****4**

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards**3.3.1 - Number of Ph.Ds registered per eligible teacher during the year****3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year****35**

File Description	Documents
URL to the research page on HEI website	https://www.gvc.ac.in/research/
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year**3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year****35**

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

25

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

The students of the college actively participate in extension activities by the auspices NSS, NCC, SFS and other clubs instituted by the college. They are actively involved in social awareness programmes in associations with governmental bodies voluntary and NGO organisations. The activities include sensitising the need for personal and community health, gender awareness, clean city drives, the teachers are actively involved in extension activities - providing awareness classes to schools, neighborhood groups and clubs.

Antidrug awareness programmes, health awareness programmes, painting the freedom wall to commemorate Indian independence struggle, blood donation camps, first aid classes are conducted every year at the college.

File Description	Documents
Paste link for additional information	https://www.gvc.ac.in/Uploads-2023/AQAR-2022-23/NSS-NCC.pdf?t=1730271461
Upload any additional information	View File

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

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

1

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

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

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

38

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

776

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

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

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

28

File Description	Documents
e-copies of related Document	View File
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

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

1

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The institution has 62 spacious, well ventilated classrooms and 5 multipurpose seminar halls including one EDUSAT room with adequate seating facility for learners. All the departments have their own computers with 20 Mbps internet facility, laptops, printers and LCD projectors. Four of the science departments are research departments and have facilities for research and practicals of PG and UG, with specific labs for different thrust areas. A total of 200 computers are accessible for students within the college out of which 36 desktops are provided for common purpose, 20 at general computer lab and 16 at general library. Several departments provide department wise access to 164 systems including desktops, laptops and tablets. The department of Botany is maintaining a Botanical garden with QR coded Digital labels on plant specimen for enhanced learning experiences for the students. For the effective studies on floristic surveys, an excellent collection of preserved plant specimens is available in the existing herbarium of the institution. Department of Botany and Zoology maintain preserved (pickled and dried) plant and zoological specimens. Online lectures and video conferences are effected to Orice facility. Access to NLIST and INFLIBNET is provided to all stakeholders

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.gvc.ac.in/infrastructure/

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

The Heritage Auditorium associated with the administrative building is used for all official gathering and cultural activities of the college and can accommodate around 600 students along with the open air auditorium in the campus. For a small gathering of around 200 or less, the space at Vineetha Memorial Garden is being used. All sports and outdoor games are trained and conducted in the college ground which covers an area of 12000 square meters. The institution also has a concrete floored basketball court to the left of the main entrance to the college. The ground of open-air auditorium is also used for sports and games. The pavilion includes a hall for training table tennis and a Yoga hall which can accommodate 25 persons at a time for practicing Yoga. The Physical Education Dept. takes initiative to conduct the Yoga classes. The pavilion also houses a Fitness centre and a Gymnasium. A Health Club is working at the college under the supervision of Physical Education Department. A First Aid Cell under the guidance of Health Centre is functioning at the college amenity centre. The programme 'Jeevani' is currently working in the college for counselling of the students and staff.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.gvc.ac.in/infrastructure/

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

28

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

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)**4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)****11.28**

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

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

College General Library is one of the oldest College Libraries in Kerala, which started functioning along with the inception of the institution. It is equipped with around 1.14 lakh books and various reading materials in various formats housed mainly in the General Library. The subject area reference books are kept in different departmental libraries. This facilitates easy access to the students of respective departments to read and issue the books on a daily basis. In addition, departments subscribe journals of the respective disciplines with assistance from philanthropists and alumni. A user-friendly interface for searching documents (OPAC) is also available in the library. Library transactions are fully automated in the year 2018 with internationally acclaimed free library software called KOHA. The General Library is functioning in an independent building, with a seating capacity of 140 people in the reading room. It subscribes to various newspapers and periodicals in English, Malayalam, Hindi, Sanskrit and Tamil languages, and a number of peer reviewed reference journals. Library is equipped with a digital multimedia centre to facilitate INFLIBNET access. There is a section for civil service aspirants as civil service corner within the library. The entry and exit of the library users are through barcoded scanning facility.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://www.victorialibrary.in/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

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

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

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

1.02

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

69

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

IT FACILITIES

The day-to-day activities within the campus and office were integrated with IT facilities for improving the quality of teaching, learning and evaluation processes along with making the administrative processes user friendly, efficient and transparent. The institution updated its WiFi facilities by increasing the Broadband speed from 20 Mbps to 50 Mbps and higher during the year 2022-2023. The centralized Library of the institution is digitalized and got automated with Koha during the year 2018. The EDUSAT facility was initiated in the campus during 2004 and the infrastructure requirements got updated with online streaming and virtual conferencing during the years 2017-18 with funding from Govt. of Kerala.

e-GOVERNANCE

As part of the e-Governance project of Directorate of Collegiate Education, Government of Kerala, all the faculty have free high speed internet access on their personal laptops or on LAN connected desktops in their department. The Office works are well maintained by office automation software. Digital File Management through DDFS has been installed as part of office automation. Purchase procedures are mediated through e-Tenders through e-procurement system of Govt. of Kerala.

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

4.3.2 - Number of Computers

200

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

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

55.45

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

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

Government Victoria College is an institution managed by the Government of Kerala, the utilization, management and maintenance of academic and physical facilities along with all support systems are regulated by the rules implemented by the state government. The student related support systems are mostly planned according to the rules and regulations of the affiliating University of Calicut. The construction of buildings

and other support facilities are implemented through Public Works Department, Nirmiti Kendra, Water authority and Electricity Department, Govt. of Kerala. The institutional requirements are periodically submitted to the government for approval. The PRICE software is being used for preparation of estimated costs of such constructions and implemented by these agencies as per the rules and regulations. Maintenance of the sports facilities is being done by the nominal charges paid as rental by the external agencies who utilize these facilities extended to the local community. In addition, minor maintenance works and student amenities are provided by the funds generated by the College Development Council managed by the District Collector along with repair and maintenance done by Parent Teacher Association. Minor level assistance is also being provided by the college alumni, the OSA and alumni of different departments.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.gvc.ac.in/policies/

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

2029

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

285

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

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	www.gvc.ac.in
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

311

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

311

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

34

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

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

266

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

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

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

26

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

5.3 - Student Participation and Activities

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

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

59

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

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

The College Union is a group of thirteen student representatives elected through a fair and transparent ballot process, using printed ballots. The election is managed by an Election Committee, led by the Principal with a teacher serving as the Returning Officer. Once formed, the Union oversees the organization and coordination of various campus activities, such as College Day, Arts Festivals, Freshers' Day, anti-ragging campaigns, film screenings, and other student events. The Union also represents student concerns and advocates on their behalf. The College Council consults the Union on significant decisions impacting students, promoting active student involvement in both academic and administrative policy-making. Two University Union Counselors are elected from the college to represent it at the Calicut University Union. Additionally, the College Magazine is published annually under the guidance of a student editor, who is also part of the Union.

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

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

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

139

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

5.4 - Alumni Engagement

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

The Palakkad Victoria College Old Students Association (OSA) is the registered alumni association of Government Victoria College. The Old Students' Association has been providing support for the development of academic environment in the college. Annual general body meetings are conducted to select the office bearers of the Association and for planning the annual activities. Department level alumni meetings are also conducted in the college. Among the department alumni associations, VIBA (Botany Alumni Association) has been playing a vital role in creating a collaborative environment between academia and practice. The activities of OSA and VIBA for 2022-23 are:

1. Publication of Newsletter VIBA Botanica

2. Sponsored Quiz Programmes – Prize Rs. 6,000**3. Academic activity of VIBA – Rs. 17,630****4. Cash award – Prof. VKPN Endowment – Rs. 17,000 (VIBA)****5. Conducted M.C. Gopinathan Lecture Series Rs. 27445 (VIBA)****6. OSA Endowments Rs. 80,433 (53 students are the beneficiaries of the Endowment awards)**

Alumni of Department of Commerce have initiated a Best Outgoing Student of B.Com Award in 2023 March with a prize money of Rs. 5000 and contributed Rs. 70,000 towards electrification works of auditorium

Total alumni contribution = Rs. 2,23,508

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

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

D. 1 Lakhs - 3Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT**6.1 - Institutional Vision and Leadership**

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The college website displays the institutional vision and mission statements in an effective manner. Our primary objective is to provide our students with access to high-quality education so they can compete in an innovative world. We carry the beacon of social progress and liberation high via each and every one of our students, as facilitating such high-quality education contributes to the development of rural areas, to which the majority of our students belong. The principal's advisory board

is composed of the IQAC and College Council, which make important decisions about administrative and academic issues. In this regard, the admissions committee makes sure that all laws and regulations are fairly followed. Via the scholarship nodal officer and UGC, enrolled students are guaranteed qualified educational scholarships and e-grants. The admitted students are ensured the eligible educational scholarships and e-grants through the scholarship nodal officer and UGC nodal officer with the support of the administrative section for distribution among students. The purchase committee, Accommodation committee, Nodal officers for ASAP, Remedial coaching, Course coordinators of UG and PG programmes, Research committee, Discipline committee, Antiragging cell, Committee for atrocities against women, Internal complaint cell and Grievance redressal cell assure that governance operating at the institution is in tune with the vision and mission statements of this higher education institution.

File Description	Documents
Paste link for additional information	http://www.gvc.ac.in/clubs-and-cells/
Upload any additional information	No File Uploaded

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

In our institution, the College Council stands as a prime example of decentralized and participatory management. Comprising department heads, coordinators, elected faculty, and administrative personnel, it embodies democratic decision-making. The Principal oversees both academic and administrative affairs. Various committees handle college activities, with office bearers selected democratically after thorough deliberation. Department Heads coordinate their respective staff, conveying departmental needs to management and managing resources accordingly. Student representatives and union office bearers are democratically elected, adhering to guidelines. Regular Parent-Teacher Association (PTA) meetings, conducted at both college and department levels, ensure effective communication with parents. This structure fosters a culture of inclusivity and collaboration, empowering stakeholders to contribute to institutional governance and development. Through transparent processes and open dialogue, the College Council exemplifies our commitment to participatory management,

promoting shared leadership and accountability.

File Description	Documents
Paste link for additional information	http://www.gvc.ac.in/
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment**6.2.1 - The institutional Strategic/ perspective plan is effectively deployed**

The institution's strategic plan for 2020-2025 is dedicated to fostering both equity and excellence across academic and research domains. Faculty members play a pivotal role, nominated as Members of Board of Studies to refine curricula in line with evolving national and international standards. Leveraging ICT, teaching practices are modernized, while national seminars offer students opportunities for academic and research growth through paper presentations.

Field studies, industrial visits, and guest lectures enrich students' knowledge base, complemented by continuous evaluation methods like assignments and debates. Encouragement for NPTEL/SWAYAM/ASAP certificate courses empowers students further. Research scholars benefit from biannual progress assessments, facilitated by a dedicated research forum. Faculty pursue diverse research projects, supported by various funding agencies.

Infrastructure upgrades, including a new academic block and library complex, enhance learning environments. Training programs in personality development, career guidance, and electoral procedures ensure holistic student development. Campus recruitment drives and a full-time counseling center support career pathways. Value-based education, facilitated by class tutors, and initiatives like the Entrepreneurship Development Club underscore the institution's commitment to comprehensive education and societal impact.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://www.gvc.ac.in/iqac/
Upload any additional information	No File Uploaded

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

The Principal serves as the institution's head, overseeing internal management and administration under the Director of Collegiate Education's jurisdiction. In their absence, the Vice-Principal or the most senior faculty member assumes duties. Collaboratively, the Principal, Vice-Principal, College Council, IQAC, various committees, and administrative wing synchronize efforts for seamless institutional operation.

The Parent-Teacher Association (PTA) fosters strong relationships among faculty, students, and guardians, nurturing a positive academic atmosphere. Governed by Kerala PSC, the institution adheres to government service rules. This framework ensures accountability and professionalism throughout operations, maintaining the institution's integrity and public trust.

File Description	Documents
Paste link for additional information	http://www.gvc.ac.in/
Link to Organogram of the institution webpage	http://www.gvc.ac.in/organogram/
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The campus Co-operative store offers study materials and stationery at subsidized rates for teachers and students. Managed by a committee of staff members, the society aims to meet the needs of both students and faculty. The College also provides on-campus accommodation for teaching and non-teaching staff, especially those from distant areas, with certain accommodations designated for administrative heads and others allocated to additional staff members. To support wellness, the College offers recreational facilities, yoga training, and various sports activities. A fully equipped fitness center, maintained by the Department of Physical Education, is available for staff to promote mental and physical well-being. For female staff, there is a dedicated rest and recreation room furnished with amenities such as a sanitary napkin vending machine, incinerator, water purifier, and a private changing cabin. For security, the College has installed CCTV cameras for monitoring and, with PTA support, employs additional security personnel for student safety. The institution boasts a vibrant staff club dedicated to organizing engaging programs for both teaching and non-teaching staff, actively promoting their well-being and fostering a supportive community. Government welfare programs for both teaching and non-teaching staff are actively implemented on campus.

File Description	Documents
Paste link for additional information	http://www.gvc.ac.in/info/
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year**6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year****0**

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year**6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year****2**

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

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

0

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

The performance of the teaching and the non-teaching staff is evaluated on the basis of separate indicators. The benchmark for the evaluation of teaching faculty includes academic excellence, API scores, publications from research and the feedback received from the students, whereas skill and target oriented completion of work is evaluated for the non-teaching staff. The IQAC of the college takes effort in conducting the annual academic audit in accordance with the UGC norms. Each faculty member prepares a self-appraisal following the UGC guidelines with the PBAS format for API, stating their academic achievements, training programmes undertaken, extension activities etc. This performance report submitted by the faculty is verified by the screening cum evaluation committee constituted by IQAC and is later on sent to the Director of Collegiate Education for necessary action. This report serves as a parameter for setting higher standards in the functioning of the college. The performance of all sections of administration is subjected to annual auditing. With the introduction of Digital Document Filing System (DDFS), all the administrative tasks have been carried out with increased efficiency and transparency. Confidential reports are submitted by the head of the institution for promotion of the teaching and non-teaching staff based on performance.

File Description	Documents
Paste link for additional information	http://www.gvc.ac.in/self-appraisal/
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

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

Two primary external audits are routinely conducted by the State Accountant General (AG) and the Directorate of Collegiate Education. These audits examine all financial records, including payroll and service matters, funding allocations from central agencies such as the UGC, FIST, and RUSA, PWD construction and maintenance accounts, as well as seminar, conference, and workshop expenses organized by college departments. They also review the purchase bills for laboratory equipment, library acquisitions, daily fee collection logs, auction records, and expenditure on study tours. The latest audit by the DCE took place in 2019, covering records from 2016 to 2019. Periodically, the AG's office conducts an audit of all income and expenditure statements, addressing payment balances, stock registers, and the usage of both plan and non-plan funds from state and central agencies.

The PTA funds are audited annually by two representatives—one from the faculty and one from the parents. The Annual Report and Income and Expenditure Statement are then reviewed and approved during the PTA's Annual General Body meeting, where a detailed discussion follows.

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

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers

during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

This year, funding was provided solely by the state government under both plan and non-plan categories. The plan fund, which is granted annually, is based on proposals submitted at the start of each fiscal year. After allocation, utilization certificates with supporting bills and accounts are submitted. The plan fund supports college infrastructure development and maintenance, fees for course affiliation, organization of sports camps and events, as well as purchases for sports equipment, library resources, and laboratory materials. Additionally, this fund facilitates the hiring of library interns and a student counselor. Non-plan funds cover recurring expenses such as electricity, water, telephone, postal charges, and college magazine publication. PTA funds, contributed by students upon admission, address urgent and day-to-day college needs. Alumni groups, including the OSA and VIBA, also support campus infrastructure and academic advancements.

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

6.5 - Internal Quality Assurance System

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

A key practice established through IQAC initiatives is the

Induction and Orientation Program, designed to support new undergraduate and postgraduate students as they begin their studies. IQAC ensures this program is held on the students' first day on campus, providing essential orientation. Postgraduate students receive additional guidance aimed at fostering research interest and highlighting career paths following their studies. IQAC has also institutionalized orientation for open courses, which offer students the flexibility to explore subjects outside their main fields of study. Moreover, IQAC promotes a green protocol across all campus activities, minimizing plastic and other non-recyclable materials, and actively manages the college's energy use by replacing standard bulbs with energy-efficient LED lighting. IQAC organizes a vibrant array of seminars, workshops, and technical sessions aimed at enhancing academic and professional growth. These events are thoughtfully designed to expand students' knowledge, foster innovation, and cultivate essential skills relevant to their fields. Through these enriching programs, the institution continues to uphold its commitment to excellence and create a stimulating learning environment.

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

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

The IQAC has implemented a robust system to enhance teaching quality and streamline administrative tasks. Faculty members are required to maintain a teacher's diary, recording daily academic and administrative duties. The IQAC prepares the academic calendar, following University of Calicut guidelines, and publishes it on the college website for accessible scheduling.

To assess departmental progress, IQAC organizes annual presentations, allowing departments to review achievements and set new objectives. Faculty are also trained in ICT tools through hands-on workshops led by both internal experts and external specialists. Additionally, teachers are equipped in E-content development on the Moodle platform, which supports enriched, interactive online learning experiences.

The ***E-Learning @ Victoria*** platform provides a flexible, digital space where students can interact with faculty, ensuring access to resources beyond the classroom. The Learning Management System (LMS) enables easy sharing of e-resources, video lectures, and notes across disciplines.

Feedback from students, faculty, and alumni is regularly collected and analyzed to guide future planning, ensuring continuous quality improvement in academic and administrative domains. This ongoing assessment helps the institution adapt to evolving educational needs and maintain a dynamic learning environment.

File Description	Documents
Paste link for additional information	https://www.duk.ac.in/digital_victoriacollege/login/index.php
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.gvc.ac.in/iqac-annual-reports/
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES**7.1 - Institutional Values and Social Responsibilities****7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year**

The institution has a **GENDER CLUB** that coordinates activities for gender sensitisation and awareness in the college. The Gender club aims to inculcate ideas about gender diversity and gender identity and to deal with gender prejudices and gender discrimination. Gender club has initiated a series of activities that promote gender equality and overcome gender barriers in society.

The Legal Literacy cell, HUman Value cell organizes various legal related activities for Legal awareness and strengthening of the women and girl children. The legal literacy cell in association with District Legal services authority has conducted awareness against Protection of Women from Domestic Violence based on IPC.

Women cell of Victoria has international women's day On 16th of march 2023 by Honoring three struggling and surviving women. A class for women health during summer was also conducted.

NSS in association with Department of Women and child devolopment , kerala has organised debate based on gender equality and gender barriers.

File Description	Documents
Annual gender sensitization action plan	http://www.gvc.ac.in/gender-sensitization/
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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

Current solid waste management practices and initiatives implemented in Govt. Victoria College Palakkad.

1. Current Solid Waste Management Practices: Waste Segregation: The College has implemented a waste segregation system where separate bins are provided for recyclable materials, non-recyclable waste, and organic waste. Proper labeling and signage are in place to guide students and staff regarding waste segregation.

Awareness Campaigns: Regular awareness campaigns, workshops, and seminars are organized to educate students and staff about solid waste management practices, the importance of waste segregation, and the environmental impact of improper waste disposal.

1. Analysis of Current Practices: 1. Strengths:

The presence of separate waste bins and recycling centers promotes waste segregation and recycling, reducing the amount of waste sent to landfills. The awareness campaigns contribute to raising awareness and fostering a sense of responsibility among the college community.

2. Areas for Improvement: Monitoring and Enforcement: There is a need for regular monitoring of waste management practices to ensure adherence to segregation guidelines and discourage improper disposal.

Solid waste management is a critical aspect of maintaining a sustainable and eco friendly environment in College campus. The existing practices,

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

- 1.Restricted entry of automobiles**
- 2.Use of bicycles/ Battery-powered vehicles**
- 3.Pedestrian-friendly pathways**
- 4.Ban on use of plastic**
- 5.Landscaping**

C. Any 2 of the above

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

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	D. Any 1 of the above
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File
7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	B. Any 3 of the above
File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	View File

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

The institution has mechanisms to ensure inclusiveness.

NSS volunteers of the college conducted following programmes:

- Visit to the Pain and Palliative Unit, Ottappalam and gifted sweet and utilities to the differently abled children
- Karuthal initiative to help the underprivileged students of the college; collecting basic necessities and distributing the same to the needy students
- A survey of the school going students in the SC and ST colonies in Elappully Grampanchayat was done and based on that a Whatsapp group of these students were started to provide educational support
- Renovating the day care centre at the college and made it usable to the children
- Environmental friendly practices include ploughing and planting the fields of the Karshakasree Award winner, vegetable cultivation in the campus and water pots for birds during summer

Prajyothi Victoria, an organisation for differently abled conducted following programmes

- Maintains a scribe bank to provide scribe services to differently abled students during semester examinations
- Special coaching for competitive examinations
- Pre-preliminary test series to students
- Audio library and braille books to visually challenged students
- A tour to Nellyampathi for differently abled students

Pain and Palliative Care Unit volunteers underwent training in palliative care and engaged in home visits

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

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

The institution is dedicated to shaping young students into responsible citizens, using various initiatives to support this goal. The college prominently displays the Preamble to the Constitution, embedding its values throughout academic, co-curricular, and extracurricular activities. Constitutional principles are woven into both the curriculum and its delivery. Courses, particularly within Humanities and Literature, incorporate sections on the Indian Constitution and its values. In the second semester, students study the Preamble in the Common English course, with classroom discussions and debates centering on key constitutional ideals such as sovereignty, secularism, democracy, justice, liberty, equality, human dignity, and fraternity. National festivals like Republic Day, Independence Day, and Gandhi Jayanti are celebrated with due respect, while participation in the National Service Scheme and National Cadet Corps fosters students' awareness of their responsibilities to the community and the nation.

Cells and Clubs such as Legal Literacy Cell, Human Value Cell, Forum for Democracy etc conduct lectures and discussions for instilling the constitutional values in the students. The Departments of Economics and History organised seminars in Collaboration with Indian Institute of Parliamentary Affairs with the objective of moulding responsible citizens so as to ensure effective functioning of democracy.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.gvc.ac.in/Uploads-2023/AQAR-2022-23/Sensitization.pdf?t=1730281178
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website. There is a committee to monitor adherence to the Code of Conduct. Institution organizes professional ethics programmes for students, teachers, administrators and other staff. 4. Annual awareness programmes on Code of Conduct are organized.	C. Any 2 of the above
File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded
7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals	
The Govt Victoria College, Palakkad, was established in 1888, is one of the four heritage educational institutions and centre of excellence in the educational sector of Kerala. The college always encourages students to organize various programs which helps to understand the importance of national and international events. The various departments of the Institute pay special attention to all the important days in their disciplines. These events are celebrated either by lecture or the competitions like quiz, exhibitions, presentations etc. NCC, NSS and various clubs and Cells too observe and celebrate important days. Some of the days of national and international importance observed include Independence Day, Republic Day, World Environment Day, International Yoga Day, Constitution Day, Human Rights Day, Consumer Rights Day, World Wetlands Day, International Day for the Preservation of Ozone Layer, Hindi Day etc	

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

7.2 - Best Practices

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

1. Chaaya is a compassionate initiative launched by the faculty and staff of Government Victoria College, Palakkad, dedicated to supporting students and their families during times of financial hardship. Through this program, the college community extends a helping hand to students in need, particularly during unexpected crises such as the death of a family member, severe accidents, or medical emergencies requiring surgery. By providing timely financial assistance, Chaaya aims to alleviate the burden on students facing these challenges, allowing them to focus on their education and well-being without the added worry of economic strain. This initiative reflects the college's commitment to fostering a supportive environment and ensuring that no student is held back due to unforeseen difficulties.

2. Prajyothi Victoria is an inclusive organization dedicated to supporting differently-abled students, providing them with essential resources and opportunities for academic and personal growth. The organization manages a Scribe Bank, which arranges scribe services for differently-abled students during semester examinations, ensuring they have equal opportunities to perform to their best abilities. Additionally, Prajyothi Victoria offers special coaching for competitive exams and organizes pre-preliminary test series to help students prepare confidently for future challenges. For visually challenged students, the organization has set up an audio library and provides braille books, enabling easy access to study materials

File Description	Documents
Best practices in the Institutional website	https://www.gvc.ac.in/chaaya/
Any other relevant information	https://www.gvc.ac.in/prajyothi/

7.3 - Institutional Distinctiveness

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

Fostering and preserving Biodiversity, local history and culture by reserch and documentation.

The College is actively involved in the documentation of the The floral diversity in different forest areas, riverine beds and panchayats of the district, undertaken by the department of Botany, and has added 7 new species to taxa, 4 new additions to state and district flora, and also generated a baseline data for the post flood monitoring studies of the biodiversity loss of the district in terms of flora and fauna.

The Department of Malayalam has documented ritualistic performance of Palakkad, Kanyarkali and brought out an hour long visual documentary. (<https://youtu.be/UoCbEBYX8f4>). The English department has conducted field studies among the tribal groups of Attappadi hills to understand the incidence of college dropout among the tribal students.

The Department of History has actively taken part in documenting and disseminating knowledge of local history in association with the municipality.

A Miyawaki Forest and a butterfly garden, maained at the college, enhancingbiodiversity within the campus,improving air quality, temperature regulation, reducing the urban heat island effect within the college premises and offers a serene and calming atmosphere. And fosters a deeper connection to nature and encourages sustainable practices and has become a focal point for community engagement.

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

7.3.2 - Plan of action for the next academic year

1. Infrastructure upgradation : Implementation of the master plan prepared by the KITCO and to monitor the completion of the construction of new academic block, a massive “knowledge center” and a state-of-the-art play- ground.

2. Enhance the facilities of Physical Education department for giving proper guidance, training and ambience for developing sports skills to students to achieve National and International positions and to give health practices for all the students

3. To strengthen the fitness center

4. Upgrading the PG Departments of Mathematics, History and Malayalam to research centers

5. All Language departments (Hindi, Sanskrit and Tamil) to be upgraded to PG departments.

6. Celebration of Carbon neutral day to develop awareness about carbon foot print