



YEARLY STATUS REPORT - 2023-2024

Part A

Data of the Institution

1.Name of the Institution

GOVT VICTORIA COLLEGE PALAKKAD

- Name of the Head of the institution **PROF.BABURAJ C**
- Designation **Principal - special grade**
- 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 **Ayyapuram**
- 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 **REENA MARY A P**
- Phone No. **9495840114**
- Alternate phone No.
- Mobile **9495840114**
- IQAC e-mail address **iqac@gvc.ac.in**
- Alternate Email address **naac2126@gvc.ac.in**

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

<http://www.gvc.ac.in/aqar/>

4. Whether Academic Calendar prepared during the year?

Yes

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

<https://www.gvc.ac.in/Uploaded%20Files/Academic-schedules/GVC%20Academic%20Schedule%202023-24.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	3.14	2007	28/03/2008	27/03/2013
Cycle 1	Four Star	4	2002	19/01/2001	18/01/2006

6. Date of Establishment of IQAC

08/07/2008

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	state Government	2023-24 ,1 year	14556485
Institutional	Non Plan Fund	state Government	2023-24 ,1 year	549448
Faculty	EEQ	DST -SERB	2021-22 , 3yrs	780315
Institutional	CDC	state Government	2023-24 ,1 year	385500
Institutional	PD fund	state Government	2023-24 ,1 year	840055

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 **9**

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

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)

Construction of the new Academic Block was completed and was inaugurated for use.

The IDP has been restructured to secure subsequent funding from

RUSA.

Detailed proposal was submitted to government for New Science Block, project proposals for PM USHA were submitted

Orientation programme for UG and PG freshers were conducted and awareness for research methodology in terms of learning resources and opportunities were given.

Seminars /conferences were conducted in different disciplines

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
Conduct of orientation programme for UG /PG students	Students had a awareness of the curriculum examination modalities and the co-curricular activities of the college, and statutory cells functioning in the college for students support
Conduct seminars under different disciplines	the students and teachers could interact with experts from different parts of the country and exchange ideas and knowledge
observe days of importance by the auspices various clubs of college	Days of national and international importance to inculcate constitutional and democratic values and awareness of environment protection health awareness
Proposals for improving infrastructure	Detailed proposals were submitted for a new Science block to govt of Kerala, proposal under PM Usha for colleges and Equity funding were submitted,
Monitor the construction under KIIFB	the academic block construction was completed and made available for conducting classroom

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
College Council	17/01/2025

14. Whether institutional data submitted to AISHE

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Name of the statutory body	
Name	Date of meeting(s)
College Council	17/01/2025
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2022 -23	19/03/2024
15. Multidisciplinary / interdisciplinary	
The Higher Education Institution (HEI) is affiliated with the University of Calicut. The curriculum and syllabus are designed by the University in collaboration with the Higher Education Department, Government of Kerala. The HEI implements multidisciplinary and interdisciplinary programs as directed by the University and the Higher Education Department. The undergraduate syllabus includes Open Courses worth 3 credits, allowing students to choose an additional course from 15 other disciplines offered by the college. The revised curriculum of the University of Calicut introduces an interdisciplinary audit course on Environmental Studies and Disaster Management for undergraduate programs, along with additional audit courses for all postgraduate programs	
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 part of Implementing Four Year UG programme the teachers were given awareness of the ABC and its implications.	
17. Skill development:	
Since the curriculum is designed by the Boards of Studies of the affiliating university, skill development programs can be integrated alongside syllabus revisions. As part of its institutional initiatives, the college supports students in	

acquiring various skills through its club activities. The college's Environment and Nature Clubs train students in conservation techniques, farming practices, and related skills, while the ED Club equips them with skills essential for earning a daily livelihood. The students volunteered for Earn While You Learn project were trained for every steps in mushroom cultivation. the students who are involved in the Learn to Teach program have learned the teaching /guiding skills.

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

The current curriculum for various courses in the Arts and Humanities streams incorporates Indian Knowledge Systems as an integral part of the learning experience. The college offers UG programs BA in Sanskrit, Hindi, Tamil, and Malayalam, and MA in Malayalam Language and Literature, with the curricula delivered in Indian languages. Traditional knowledge systems are also embedded in the curricula of Social Sciences and Science subjects. Courses in History, English, and other Indian languages effectively instill cultural and traditional values in the student community. Additional courses will be introduced on campus as Add-on Certificate programs, with any changes or additions to the curriculum made in accordance with directives from the affiliating university and the Government of Kerala. Besides the college has functioning folklore club that that showcase the rich culture and tradition to students, and the local history club that educate and explore the local history .

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

The revised current curriculum, implemented in 2019, follows an outcome-based approach, emphasizing Outcome-Based Education (OBE). Each program's syllabus clearly defines the expected outcomes for various courses, including specific Program Outcomes (POs) and Course Outcomes (COs). The delivery of the curriculum is strictly aligned with these predefined outcomes outlined in the syllabi.

20.Distance education/online education:

As an affiliated college of the University of Calicut, the introduction of programs at the institution is governed by directives from the University and the Higher Education Department, Government of Kerala. Faculty and students received training in online education and began utilizing digital platforms fsuch as google class rooms for teaching and learning. The istitution has a learning management system coordinated by

the college and server maintained by the digital University of Kerala. All the students and teachers are enrolled in the portal. the additional learning resources and classes are given through this platform. The institution has also been designated as one of the nodal centers for implementing the state's Distance Education programs, which will be operational from 2022. Since the institution is both affiliated and government-run, offering distance education programs requires coordinated policy decisions from both the University and the government. The college is an exam center for the students enrolled in School of distant education of Calicut University. Its A nodal Center of Sree Narayana Open UNivresity of Kerala. A total of 800 Students have enrolled for various degree programmes at the center in the year 2023-24

Extended Profile

1.Programme

1.1

656

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

File Description	Documents
Data Template	View File

2.Student

2.1

2379

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2

596

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

794

Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	126
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	131
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	73
Total number of Classrooms and Seminar halls	
4.2	171
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	240
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 prepares an academic calendar at the beginning of each academic year, aligning it with the general guidelines provided by the University of Calicut. This calendar specifies the commencement dates for semesters, the schedules for the first and second internal exams, and a model exam at the end of each semester. With each semester consisting of 90 days, time is effectively distributed among various academic activities throughout the year. Students are required to submit assignments and deliver seminars as part of their continuous evaluation for every subject. The assessment process includes assignments, quizzes, seminar presentations, and two internal tests per semester, with attendance also contributing significantly to internal marks. To ensure fairness and transparency, internal assessment results are displayed on the notice board, and any grievances are promptly addressed. Additionally, the academic calendar promotes students' holistic development by incorporating diverse extension activities that nurture talent and offer practical experiences beyond the classroom.

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 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

A. All of the above

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)

2

File Description	Documents
Any additional information	No File Uploaded
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

65

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 integrates key themes such as Gender, Environment and Sustainability, Human Values, and Professional Ethics into its academic programs. Common courses within undergraduate programs address topics like gender equality, human rights, and sustainable development. A dedicated course on Research and Publication Ethics focuses on academic integrity, ethical considerations, plagiarism, and value-based decision-making. The core Commerce curriculum includes a segment on Business Ethics, while postgraduate science programs feature ability enhancement and professional competency courses that emphasize professional ethics. Gender studies, embedded within core and elective courses in English and Malayalam, explore the experiences of women, men, and LGBTQ individuals, encouraging students to advocate for gender equity from a cross-cultural perspective. Core and elective courses in disciplines such as Physics, Chemistry, and Botany, alongside language programs, delve into environmental systems and

sustainability. Field visits and practical sessions offer students hands-on exposure to environmental challenges, fostering an understanding of complexity, scale, and conflict resolution, as well as introducing policies aimed at sustainable development and pollution control.

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

602

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 institution from the following stakeholders
Students
Teachers
Employers
Alumni

B. Any 3 of the above

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

917

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

596

File Description	Documents
Any additional information	No File Uploaded
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, debates, quiz competitions and other co-curricular activities. The college caters to diverse needs of students by other measures such as making postgraduate students publish research papers and offering special coaching for competitive examinations like UGC/CSIR/NET at the department level. Invited lectures and talks and research forums on multi-disciplinary subjects were conducted online and offline modes by various departments of the college. The departments also conduct field trips and study tours for the students to have experiential learning. Slow learners are provided special support through remedial coaching and peer group learning.

File Description	Documents
Paste link for additional information	https://www.gvc.ac.in/
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
2379	126

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 online or offline. Study tours and field works along with institutional visits were 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 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

104

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

126

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

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

65

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

946

File Description	Documents
Any additional information	View File
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 of these activities is 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. Discussion of previous question papers, vivavoce and revisions facilitate the students to prepare for the university examinations

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 its 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 targets attained in terms 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

662

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/iqac-annual-reports/

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)

7.8

File Description	Documents
Any additional information	View File
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

41

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://www.indiascienceandtechnology.gov.in/funding-opportunities/research-grants/institutional/empowerment-and-equity-opportunities-excellence-science-emeq

3.2 - Innovation Ecosystem

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

The institution offers various activities such as discussions, seminars, workshops, and paper presentations to promote innovation and entrepreneurship among students. Postgraduate projects are carried out both independently and in collaboration with national institutes, providing diverse research and development experiences. The Young Innovators Programme encourages student participation in idea generation. The college has seven research departments, 105 PhD scholars, and 41 research guides. In the 2023-24 academic year, five PhDs were awarded, totalling ten graduates. The faculty published 69 research papers in peer-reviewed journals and presented numerous talks at national and international conferences. Students from other colleges have also interned here, sharing knowledge with policy-making organizations. Around 11 seminars and workshops aligned with the UN's Sustainable Development Goals were held, many sponsored by the government. Additionally, alumni and various departments hosted numerous lectures. Research in taxonomy has contributed to the identification of new species. The college also maintains a Miyawaki forest, a medicinal plant repository with QR-coded plants, and butterfly gardens at several nearby schools and institutions.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.gvc.ac.in/iqac-annual-reports/

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

11

File Description	Documents
Report of the event	View File
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

3

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

69

File Description	Documents
Any additional information	View File
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

19

File Description	Documents
Any additional information	View File
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

STUDENTS FOR SOCIETY (SFS) at Government Victoria College, Palakkad, launched the 'Vayikkuka Valaruka' project at Government LP School, Olavakkode South, on March 13, 2024, donating 51 books to Headmistress Mrs. Shobhana Teacher. With a 110-year history, Government LPS, Olavakkode, is a testament to Palakkad's educational heritage. SFS plans to visit the school monthly to address the children's educational needs. On March 26, 2024, the college celebrated Carbon Neutral Day, encouraging the community to use public transport to reduce carbon footprints. This initiative highlighted the importance of sustainable choices and collective action in addressing climate change. Prajyothi Victoria is dedicated to empowering differently-abled students at the college, promoting equal educational and employment opportunities. The organization focuses on making the campus accessible and comfortable while ensuring these students can achieve self-sufficiency and employability.

File Description	Documents
Paste link for additional information	https://www.gvc.ac.in/iqac-annual-reports/
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

11

File Description	Documents
Reports of the event organized	View File
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

615

File Description	Documents
Report of the event	View File
Any additional information	View File
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

39

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

2

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 provides extensive infrastructure for teaching, learning, and research. It has 73 spacious, well-equipped classrooms, including 32 ICT-enabled spaces, seminar halls, and an Edusat facility. All classrooms are connected to the Principal's chamber via a public addressing system. All the departments have access to computers with up to 300 Mbps internet connection.

Department of Botany, Chemistry, Physics and Zoology maintain well equipped research labs and offer lab facilities for UG, PG and research students. Few departments extend their research facilities to external institutions. Some of the specialised labs include Biochemistry and Microbiology labs, materials science lab, applied electrodynamics lab, etc.

A total of 240 systems, which include desktop computers, laptops and tabs are made available for the students by maintaining computer labs at various departments apart from the general computer lab and the computer lab at the library.

Botanical garden with QR-coded digital labels, a greenhouse for medicinal plants, and a museum with preserved specimens and other biological collections are the notable facilities at our institution.

Few other facilities include, EDUSAT for online lectures, INFLIBNET for academic resources and a Central Library with comprehensive reading and reference materials and the e-learning@victoria platform on Moodle

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://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 college offers excellent infrastructure for cultural and sports events, benefiting students and the public.

The Heritage Auditorium, near the administrative building, accommodates 600 attendees for official and cultural events. The open-air auditorium can host up to 800 people, while the Vineetha Memorial Garden serves smaller gatherings of up to 200, providing a natural setting for debates, open theatre programs, and discussions. The garden is equipped with seating and water facilities, making it ideal for various cultural activities.

The Physical Education Department trains over 250 students in athletics and sports, achieving notable success. The 12,000-square-meter main playground supports hockey, football, volleyball, and cricket training, with a cricket net and space for ball badminton, Kho-Kho, and Kabaddi. A basketball court is located near the main entrance. Students also utilise the table tennis hall, Yoga hall and a gymnasium attached to the pavilion. Facilities to play chess and carroms were also provided. A health club, first-aid cell, and the Jeevani counseling program enhance student and staff well-being. These facilities promote holistic development by integrating cultural and physical activities.

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

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

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://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)

1553

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)

Government Victoria College General Library is one of the oldest College Libraries in Kerala. It is equipped with around 1.15 lakh books and various reading materials in various formats housed mainly in the General Library and 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.

All these resources sufficiently supplement the academic and intellectual requirements of the students and faculty members of our college. Resources of the library are accessible to all the students, research scholars, teachers and non-teaching staff. 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. Library is equipped with a digital multimedia centre to facilitate INFLIBNET access to research scholars, PG students and teachers. The general library maintains a dedicated section by including materials related to current affairs and general knowledge for civil service aspirants.

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

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)

0.409

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

135

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

The integration of IT facilities into campus and office activities has significantly improved teaching, learning, evaluation, and administrative processes, making them efficient and user-friendly.

During 2023-24, a total of 139 desktop computers were purchased and installed to facilitate the usage of systems by the students for various purposes like browsing, documentation, project works, to access softwares, etc. During 2022-2023, the institution upgraded its Wi-Fi infrastructure, increasing broadband speed from 20 Mbps to up to 300 Mbps. The centralized library was digitized and automated using Koha in 2018. Departments are equipped with laptops, desktop computers, and projectors.

The EDUSAT facility, initiated in 2004, was upgraded during 2017-2018 to support online streaming and virtual conferencing. INFLIBNET access, available since 2012, is annually renewed for faculty and students.

Under the e-Governance initiative, administrative tasks are automated through DDFS, e-Tenders, and a Centralized Admission Portal linked to the University of Calicut. Examination procedures and attendance management are fully digitized.

The campus includes smart classrooms, a central public address system, and the Edusat facility for online classes. The “e-learning@victoria” portal, hosted on Moodle since 2016, enhances online learning, while INFLIBNET and library software support academic needs.

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

240

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	No File Uploaded
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)

95.88

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, managed by the Government of Kerala, follows state regulations and University of Calicut guidelines for the effective management and utilization of academic and physical facilities.

Infrastructure development, including construction and maintenance, is handled by government agencies like the Public Works Department and Nirmiti Kendra. Sports facilities are maintained through rental income, and minor maintenance is funded by the College Development Council, PTA, and alumni contributions.

Procurement of laboratory and library materials is managed through e-Tenders, and recurring utility costs are covered by non-plan government funds. Research project overheads also support departmental facilities.

Academic facilities, such as laboratories, libraries, and computer labs, are accessible to undergraduate, postgraduate, and research students. All the departments are equipped with ICT enabled classrooms.

Admissions, examinations, and attendance are digitized, with systems for online registration, fee payments, and biometric tracking. The Learning Management System (LMS) facilitates knowledge sharing and assessments.

The college provides hostel accommodations for over 300 students, including those from marginalized backgrounds, and offers staff quarters, and a Student Amenity Centre with skill development programs. The Co-operative Society offers subsidized supplies to students.

The college ensures efficient use of resources and maintains an environment conducive to learning and development.

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

476

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
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 benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

53

File Description	Documents
Upload any additional information	View File
Number of students benefited 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

B. 3 of the above

File Description	Documents
Link to Institutional website	https://www.gvc.ac.in/iqac-annual-reports/
Any additional information	No File Uploaded
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

499

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

499

File Description	Documents
Any additional information	View File
Number of students benefitted 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

22

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

164

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	View File
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

27

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded
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.

106

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
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	https://www.gvc.ac.in/student-union/
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

245

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
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

Govt. Victoria College has a rich tradition of an active and vibrant Old Students Association (OSA). The alumni association has been fostering a strong sense of community among its members since its inception. Old Students Association has been actively involved in providing scholarships and financial assistance to deserving students, supporting college events and festivals, facilitating mentorship and career guidance for students, and promoting the college's legacy and traditions. Financial contributions include OSA endowments, awards and other contributions which amounted to Rs. 59, 965 for 2023-24. OSA contributed Rs. 50,000 for A Zone Arts festivals. Our Alumni have collaborated with India Post to initiate a postal first day cover, showcasing the college's legacy. Alumni have also contributed towards the installation of a flagpost, symbolising national pride and unity. In addition to the above our alumni have also invested their time and efforts in various initiatives for the growth and development of our college.

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

5.4.2 - Alumni contribution during the year C. 3 Lakhs - 4Lakhs (INR in Lakhs)

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 institutional vision and mission statements have been published in the college website www.gvc.ac.in. 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, Remedial coaching, Course coordinators of UG and PG programmes, Research committee, Discipline committee, Anti Ragging 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	https://www.gvc.ac.in/vision-and-mission/
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.

The College Council of the institution comprises department heads, coordinators, elected faculty members, and administrative personnel, functioning as a democratic decision-making body. It upholds the principles of decentralization and fosters active participation in governance. Under the leadership of the Principal, who oversees both academic and administrative affairs, the council ensures cohesive leadership and effective management across the institution.

College activities are managed through various committees, with office bearers selected democratically after thorough deliberation, promoting shared leadership and accountability. Department Heads play a pivotal role by coordinating their teams, addressing departmental needs, and efficiently managing resources in alignment with institutional goals. Student representatives and union office bearers are elected through a democratic process, adhering strictly to established guidelines.

Regular Parent-Teacher Association (PTA) meetings at both college

and departmental levels facilitate open communication with parents, fostering mutual understanding and collaboration. This inclusive governance structure empowers all stakeholders to actively participate in the institution's development. Through transparent processes and continuous dialogue, the College Council exemplifies our unwavering commitment to participatory management and collective progress.

File Description	Documents
Paste link for additional information	https://www.gvc.ac.in/organogram/
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, nominated as Members of Board of Studies play a pivotal role to refine curricula in line with evolving national and international standards. Leveraging ICT, teaching practices are modernized. The institution organized National seminars/ Workshops with funding mainly from the state government, that offer students opportunities for academic and research growth.

Field studies, industrial visits, and guest lectures complemented by continuous evaluation methods enrich students' knowledge base. Encouragement for NPTEL/SWAYAM and other 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 national/ state 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 counselling 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	No File Uploaded
Paste link for additional information	https://www.gvc.ac.in/strategic-plan/
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 acts as the head of the institution, managing internal operations and administration under the authority of the Director of Collegiate Education. In the Principal's absence, the Vice Principal or the senior-most faculty member takes charge. Together, the Principal, Vice-Principal, College Council, IQAC, various committees, and the administrative wing collaborate to ensure the smooth functioning of the institution.

The IQAC, established in line with NAAC guidelines, oversees all quality-related activities. The College Development Committee (CDC) formulates plans for the creation and maintenance of infrastructure. The Parent-Teacher Association (PTA) encourages active collaboration between parents and teachers in addressing college-related matters. The Disciplinary Committee supports the Principal in upholding a harmonious academic environment. Additionally, specialized committees and cells, such as the SC/ST Cell, Minority Cell, Internal Complaint Committee, and Anti-Ragging Cell, are formed to address the unique concerns and grievances of students.

The Grievance Redressal Cell (GRC) resolves student grievances amicably, fostering a peaceful and friendly campus environment. The PTA builds strong relationships among faculty, students, and guardians, contributing to a supportive academic atmosphere. As a government institution, the college adheres strictly to UGC, State Government, and University regulations. The promotion of administrative staff is determined by seniority and other criteria established by the Government of Kerala.

File Description	Documents
Paste link for additional information	https://www.gvc.ac.in/clubs-and-cells/
Link to Organogram of the institution webpage	https://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	No File Uploaded
Screen shots of user inter faces	View File
Any additional information	View File
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 institution has implemented a wide range of initiatives and welfare programs aimed at fostering academic excellence and enhancing the quality of life for its teaching and non-teaching staff. These thoughtfully designed measures ensure holistic support and well-being for the college community.

- **Insurance and Welfare Schemes:** Group Insurance Scheme, Group Personal Accident Insurance Scheme.
- **Employee Support:** Cooperative Society for academic stationery, Staff Club to foster relationships among staff, Quarters accommodation for teaching and non-teaching staff.
- **Student and Community Engagement:** Parent-Teacher Association for collaborative development, Social extension activities to promote social relations.
- **Facilities for the Differently-Abled:** Infrastructural support like talking screen readers, scanning, and reading

software.

- **Facilities for women:** Dedicated rest and recreation room furnished with amenities such as a sanitary napkin vending machine, incinerator, water purifier, and a private changing cabin.
- **Academic and Research Support:** E-journal subscriptions to encourage research, Access to the N-List of INFLIBNET, Advanced science research equipment, Seminars, workshops, and international program visits for skill enhancement, Major Research Projects.
- **Staff/ Student security:** College has installed CCTV cameras for monitoring and, with PTA support, employs additional security personnel for student safety.
- **Unique Resources:** Zoology Museum, Herbarium, Counselling Cell with a full-time therapist.
- **Educational Infrastructure:** Computer Labs, Central and Departmental Library, Seminar Halls, Smart Classrooms.
- **Additional Amenities:** Canteen with subsidized good food, Health Club, Cooperative Society Store for stationery and other essentials.

File Description	Documents
Paste link for additional information	https://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

32

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

21

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	View File
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.

- **Teaching Staff:** Evaluated based on academic excellence, API (Academic Performance Indicator) scores, research publications, and student feedback. Faculty members prepare a self-appraisal report in the PBAS (Performance-Based Appraisal System) format, highlighting academic achievements, training programs, and extension activities. Reports are verified by the IQAC's Screening and Evaluation Committee and submitted to the Director of Collegiate Education for necessary action. These evaluations set benchmarks for improving the institution's standards.
- **Non-Teaching Staff:** Evaluated based on skill proficiency and target-oriented task completion. Confidential performance reports are prepared by the head of the institution for promotion considerations.
- **Annual Audits:** The IQAC conducts annual academic audits as per UGC norms. All administrative sections undergo annual auditing, with the introduction of the Digital Document Filing System (DDFS) ensuring enhanced efficiency and transparency.
- **Student, Alumni Feedback:** Students are directed to provide course feedback at the end of each semester through an online feedback system using a prescribed format. Feedback is systematically analyzed, and the reports are reviewed by the college council or directly by the Principal. The final evaluation report is shared with the concerned teacher, and remedial measures are implemented if required. Alumni Feedback is also regularly recorded.

These practices collectively ensure a culture of accountability, continuous improvement, and quality enhancement across the institution.

File Description	Documents
Paste link for additional information	https://www.gvc.ac.in/feedback-system/
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

The institution performs annual audits ensure that all financial transactions, including those from government and external agencies, comply with prescribed guidelines. PTA accounts are audited internally to ensure they contribute effectively to the overall development of the college. This robust financial management system ensures efficient utilization of funds and adherence to regulatory standards. The college receives financial support from multiple sources:

- **Government Funds:** Allocated for day-to-day expenses and other requirements.
- **UGC, DST, and RUSA Grants:** For academic and infrastructure development.
- **PTA and CDC Contributions:** Provided as needed for additional support.

Audit Processes are conducted annually to ensure transparency and accountability in financial management.

- **Government funds** undergo dual audits: Internal Audit, conducted by the Directorate of Collegiate Education (DCE) and External Audit conducted by the Controller and Auditor General of India (CAG).
- **RUSA funds** are audited by Chartered Accountants
- **CDC funds** are audited by the DCE
- **PTA funds** are subjected to Internal audit by a senior teacher with expertise in accounting, External audit by a Chartered Accountant.

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)

2.869

File Description	Documents
Annual statements of accounts	View File
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

The college effectively mobilizes diverse resources to sustain its growth and enhance academic excellence. These resources, drawn from government bodies, alumni support, research grants, student contributions, and special funding initiatives, ensure the institution's continuous development and modernization.

1. **Government and Higher Education Departments:** The college secures funds primarily from the Government of Kerala, the Department of Higher Education, and the Directorate of Collegiate Education (DCE). Funding is allocated based on detailed proposals submitted by the college. While government funding forms the core, the institution actively seeks and procures additional resources from other sources to supplement its growth.
2. **Alumni Support:** Active alumni associations at both college and departmental levels contribute significantly. Alumni provide free consultancy, financial assistance, and valuable support, reflecting their enduring commitment to the institution's success.
3. **Research Grants:** The college has ongoing Major Research Project funded by DST-SERB, KSCSTE and DBT.
4. With the government aid under KIIFB the institution has completed and commissioned an academic block. The library complex including seminar hall is undergoing final works.
5. Students contribute voluntarily to the Parent Teacher Association (PTA) Fund during admission, which is utilized for developmental activities.
6. The College Development Council (CDC) Fund, collected from students, is remitted to the government and later reallocated to the institution with matching grants.
7. Special grants from RUSA play a pivotal role in the college's advancement.

Through efficient mobilization of these resources, the college

ensures sustainable growth and the enhancement of its academic and infrastructural capabilities.

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

- 1. Orientation and Induction Programs:** IQAC has introduced an Induction and Orientation Program to support new undergraduate and postgraduate students. Held on the first day of campus, the program provides essential guidance to help students acclimate to their studies. Postgraduate students receive additional support to foster research interests and explore career pathways. Orientation for open courses is institutionalized to encourage students to diversify their academic interests beyond their core disciplines.
- 2. Sustainability Initiatives:** Promotes a green protocol across campus to minimize the use of plastic and other non-recyclable materials. Actively manages energy consumption by replacing conventional bulbs with energy-efficient LED lighting.
- 3. Academic Enrichment:** Organizes seminars, workshops, and technical sessions to foster academic and professional growth. Departments are encouraged to video-record invited lectures and seminars for future reference.
- 4. Feedback and Performance Evaluation:** Conducts Student Satisfaction Surveys to gather feedback from stakeholders and evaluates academic and non-academic activities through result analysis. Implements remedial measures based on feedback and evaluations to address shortcomings.
- 5. Quality Assurance and Monitoring:** Monitors the Tutorial System to ensure effective student support. Facilitates performance evaluation for faculty placement and promotion through the Performance-Based Assessment System (PBAS) as per UGC guidelines.
- 6. Faculty Development:** Conducts workshops and seminars on contemporary academic topics to enhance teaching quality and student learning.

File Description	Documents
Paste link for additional information	https://www.gvc.ac.in/iqac/
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 established a comprehensive system to elevate teaching standards and enhance administrative efficiency. Through strategic planning, training, and the integration of technology, the institution ensures continuous quality improvement and fosters an engaging learning environment.

- 1. Academic Planning and Monitoring:** Faculty members maintain a teacher's diary to document daily academic and administrative activities. The academic calendar, prepared in alignment with the University of Calicut guidelines, is published on the college website to ensure accessible and organized scheduling. Annual departmental presentations are organized to review progress, celebrate achievements, and set future goals.
- 2. Faculty Development and ICT Integration:** ICT workshops are conducted to train faculty in advanced tools, with sessions led by internal and external experts. Teachers are equipped to develop e-content using the Moodle platform, enhancing interactive online learning.
- 3. E-Learning Platforms:** The E-Learning @ Victoria platform provides a digital space for student-faculty interaction and access to resources beyond the classroom. The Learning Management System (LMS) facilitates the sharing of e-resources, video lectures, and notes across various disciplines, promoting flexible and enriched learning.
- 4. Feedback and Continuous Improvement:** Regular feedback is collected from students, faculty, and alumni to assess academic and administrative performance. Analyzed feedback guides future planning, ensuring the institution adapts to evolving educational demands.

These initiatives reflect the IQAC's commitment to fostering innovation, enhancing faculty capabilities, and maintaining a

dynamic and student-focused academic ecosystem.

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 actively promotes gender awareness and equality through its GENDER CLUB, which organizes activities to enhance understanding of gender diversity, identity, and the need to address prejudices and discrimination. The club strives to advance gender equality and dismantle societal barriers. Complementing these efforts, the Legal Literacy Cell and Human Values Cell conduct programs to empower women and girls and raise legal awareness. In collaboration with the District Legal Services

Authority, they organized sessions on the Protection of Women from Domestic Violence under the Indian Penal Code (IPC).

The Women's Cell has also undertaken several initiatives for student welfare. A first aid box with medicines and band-aids was made available for emergencies, and a complaint box was installed near the Ladies' Waiting Room for students to voice suggestions or grievances. Based on student feedback, the repair of both boys' and girls' toilets was completed by December 13, 2023.

A Manuscript Magazine titled Kottavai (meaning "Goddess of War") was released on March 22, 2024, showcasing student articles on gender equality and feminist themes in multiple languages. The editorial board, led by Sri Agni Ashik, included Women's Cell members. Additionally, a lecture by Dr. Deepa N on "Gender Gap in Labour Market" was conducted on November 24, 2023.

File Description	Documents
Annual gender sensitization action plan	https://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	https://www.gvc.ac.in/amenities/

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 at Govt. Victoria College, Palakkad

Waste Segregation: The college has implemented a structured waste segregation system with separate bins designated for recyclable materials, non-recyclable waste, and organic waste. Clear labeling and signage are provided to guide students and staff, ensuring proper waste segregation.

Awareness Campaigns: Regular awareness programs, including workshops and seminars, are conducted to educate the college community about effective solid waste management, the significance of waste segregation, and the environmental consequences of improper waste disposal.

Analysis of Current Practices:

1. Strengths:

- The availability of separate bins and recycling centers supports effective waste segregation and recycling, reducing the volume of waste sent to landfills.
- Awareness campaigns have been successful in fostering a sense of responsibility and raising awareness among students and staff.

2. Areas for Improvement:

- **Monitoring and Enforcement:** Regular monitoring is needed to ensure adherence to waste segregation guidelines and to discourage improper disposal practices.

Solid waste management is vital for creating a sustainable and eco-friendly environment on campus. While the existing practices provide a strong foundation, consistent monitoring and improvement efforts will further enhance the college's waste management initiatives.

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:

B. Any 3 of the above

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

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

D. Any 1 of the above

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

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. The

college has a platform that works for the differently abled students. Prajyothi Victoria is an organization for the empowerment of differently abled to students in the college. It focuses to provide equal educational and employment opportunities to differently abled students in the institution. It works towards making the campus and its facilities both accessible and comfortable for differently abled students. Similarly there is a pain and Paliative unit that services the society through providing the support to the fellows who need care. The college promotes the celebrations of the festivals like Pongal (A Festival of Tamil Lingistic minority) and every year it is celebrated in the college. History department organized a seminar on 'Life and Culture of Thodas of Nilgiris' .SC/ST grievance cell has conducted orientation classes for Lakshya scholarship 2024 for civil service and interaction with UPSC winners

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	View File

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 committed to transforming young students into responsible citizens through various initiatives. Central to this effort is the prominent display of the Preamble to the Constitution, which serves as a guiding principle for academic, co-curricular, and extracurricular activities. Constitutional values are seamlessly integrated into the curriculum and teaching practices.

Humanities and Literature courses include dedicated sections on the Indian Constitution and its core values. In the second semester, the Common English course introduces students to the Preamble, fostering discussions and debates on fundamental 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 observed with respect and enthusiasm, reinforcing a sense of national pride. Programs like the National Service Scheme (NSS) and National Cadet Corps (NCC) further encourage students to

understand and fulfill their responsibilities toward the community and the nation.

Additionally, various cells and clubs, including the Legal Literacy Cell, Human Values Cell, and Forum for Democracy, organize lectures and discussions to instill constitutional values in students, fostering a deep understanding of their rights and duties as citizens.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.gvc.ac.in/igac-annual-reports/
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.

C. Any 2 of the above

4. Annual awareness programmes on Code of Conduct are organized

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

Established in 1888, Govt. Victoria College, Palakkad, is one of Kerala's four heritage educational institutions and a distinguished center of excellence in the state's educational sector. The college actively encourages students to organize programs that highlight the significance of national and international events.

Various departments give special attention to observing key days relevant to their respective disciplines, marking these occasions with lectures, competitions such as quizzes, exhibitions, and presentations. Organizations like the NCC, NSS, and numerous clubs and cells also play an active role in celebrating these important days.

Some of the nationally and internationally significant days observed include Independence Day, Republic Day, World Environment Day, Constitution Day, World Wetlands Day, and Hindi day and Hindi fortnight.

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 prepreliminary 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 through Research and Documentation

The college actively promotes the conservation of biodiversity, local history, and cultural heritage through multidisciplinary initiatives.

The Department of Botany has documented the district's floral diversity across forest areas, riverine beds, and panchayats, leading to the discovery of seven new species, four additions to state and district flora, and the development of baseline data for post-flood biodiversity monitoring. On campus, a Miyawaki Forest and Butterfly garden enhance biodiversity, regulate temperature, improve air quality, and provide a serene environment that fosters sustainability and community engagement.

In cultural documentation, the Department of Malayalam created a

visual documentary on Kanyarkali, a traditional ritualistic performance of Palakkad (<https://youtu.be/UoCbEBYX8f4>). Department of History maintains a history museum accessible to the public.

These initiatives reflect the college's dedication to preserving biodiversity, cultural traditions, and history while encouraging sustainable practices and fostering community involvement.

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 prepares an academic calendar at the beginning of each academic year, aligning it with the general guidelines provided by the University of Calicut. This calendar specifies the commencement dates for semesters, the schedules for the first and second internal exams, and a model exam at the end of each semester. With each semester consisting

of 90 days, time is effectively distributed among various academic activities throughout the year. Students are required to submit assignments and deliver seminars as part of their continuous evaluation for every subject. The assessment process includes assignments, quizzes, seminar presentations, and two internal tests per semester, with attendance also contributing significantly to internal marks. To ensure fairness and transparency, internal assessment results are displayed on the notice board, and any grievances are promptly addressed. Additionally, the academic calendar promotes students' holistic development by incorporating diverse extension activities that nurture talent and offer practical experiences beyond the classroom.

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 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

A. All of the above

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)****2**

File Description	Documents
Any additional information	No File Uploaded
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**65**

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 integrates key themes such as Gender, Environment and Sustainability, Human Values, and Professional Ethics into

its academic programs. Common courses within undergraduate programs address topics like gender equality, human rights, and sustainable development. A dedicated course on Research and Publication Ethics focuses on academic integrity, ethical considerations, plagiarism, and value-based decision-making. The core Commerce curriculum includes a segment on Business Ethics, while postgraduate science programs feature ability enhancement and professional competency courses that emphasize professional ethics. Gender studies, embedded within core and elective courses in English and Malayalam, explore the experiences of women, men, and LGBTQ individuals, encouraging students to advocate for gender equity from a cross-cultural perspective. Core and elective courses in disciplines such as Physics, Chemistry, and Botany, alongside language programs, delve into environmental systems and sustainability. Field visits and practical sessions offer students hands-on exposure to environmental challenges, fostering an understanding of complexity, scale, and conflict resolution, as well as introducing policies aimed at sustainable development and pollution control.

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

602

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 institution from the following stakeholders
Students Teachers Employers Alumni**

B. Any 3 of the above

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		
917		
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		
596		
File Description	Documents	
Any additional information	No File Uploaded	
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, debates, quiz competitions and other co-curricular activities. The college caters to diverse needs of students by other measures such as making postgraduate students publish research papers and offering special coaching for competitive examinations like UGC/CSIR/NET at the department level. Invited lectures and talks and research forums on multi-disciplinary subjects were conducted online and offline modes by various departments of the college. The departments also conduct field trips and study tours for the students to have experiential learning. Slow learners are provided special support through remedial coaching and peer group learning.

File Description	Documents
Paste link for additional information	https://www.gvc.ac.in/
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
2379	126

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 online or offline. Study tours and field works along with institutional visits were 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 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

104

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****126**

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

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****65**

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**946**

File Description	Documents
Any additional information	View File
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 of these activities is 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. Discussion of previous question papers, vivavoce and revisions facilitate the students to prepare for the university examinations

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 its 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 targets attained in terms 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

662

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/iqac-annual-reports/

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)

7.8

File Description	Documents
Any additional information	View File
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

41

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://www.indiascienceandtechnology.gov.in/funding-opportunities/research-grants/institutional/empowerment-and-equity-opportunities-excellence-science-emeq

3.2 - Innovation Ecosystem

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

The institution offers various activities such as discussions, seminars, workshops, and paper presentations to promote innovation and entrepreneurship among students. Postgraduate projects are carried out both independently and in collaboration with national institutes, providing diverse research and development experiences. The Young Innovators Programme encourages student participation in idea generation. The college has seven research departments, 105 PhD scholars, and 41 research guides. In the 2023-24 academic year, five PhDs were awarded, totalling ten graduates. The faculty published 69 research papers in peer-reviewed journals and presented numerous talks at national and international conferences. Students from other colleges have also interned here, sharing knowledge with policy-making organizations. Around 11 seminars and workshops aligned with the UN's Sustainable Development Goals were held, many sponsored by the government. Additionally, alumni and various departments hosted numerous lectures. Research in taxonomy has contributed to the identification of new species. The college also maintains a Miyawaki forest, a medicinal plant repository with QR-coded plants, and butterfly gardens at several nearby schools and institutions.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.gvc.ac.in/iqac-annual-reports/

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

11

File Description	Documents
Report of the event	View File
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

3

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

69

File Description	Documents
Any additional information	View File
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

19

File Description	Documents
Any additional information	View File
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

STUDENTS FOR SOCIETY (SFS) at Government Victoria College, Palakkad, launched the 'Vayikkuka Valaruka' project at Government LP School, Olavakkode South, on March 13, 2024, donating 51 books to Headmistress Mrs. Shobhana Teacher. With a 110-year history, Government LPS, Olavakkode, is a testament to Palakkad's educational heritage. SFS plans to visit the school monthly to address the children's educational needs. On March 26, 2024, the college celebrated Carbon Neutral Day, encouraging the community to use public transport to reduce carbon footprints. This initiative highlighted the importance of sustainable choices and collective action in addressing climate change. Prajyothi Victoria is dedicated to empowering differently-abled students at the college, promoting equal educational and employment opportunities. The organization focuses on making the campus accessible and comfortable while ensuring these students can achieve self-sufficiency and employability.

File Description	Documents
Paste link for additional information	https://www.gvc.ac.in/iqac-annual-reports/
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

11

File Description	Documents
Reports of the event organized	View File
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

615

File Description	Documents
Report of the event	View File
Any additional information	View File
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****39**

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****2**

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 provides extensive infrastructure for teaching, learning, and research. It has 73 spacious, well-equipped classrooms, including 32 ICT-enabled spaces, seminar halls, and

an Edusat facility. All classrooms are connected to the Principal's chamber via a public addressing system. All the departments have access to computers with up to 300 Mbps internet connection.

Department of Botany, Chemistry, Physics and Zoology maintain well equipped research labs and offer lab facilities for UG, PG and research students. Few departments extend their research facilities to external institutions. Some of the specialised labs include Biochemistry and Microbiology labs, materials science lab, applied electrodynamics lab, etc.

A total of 240 systems, which include desktop computers, laptops and tabs are made available for the students by maintaining computer labs at various departments apart from the general computer lab and the computer lab at the library.

Botanical garden with QR-coded digital labels, a greenhouse for medicinal plants, and a museum with preserved specimens and other biological collections are the notable facilities at our institution.

Few other facilities include, EDUSAT for online lectures, INFLIBNET for academic resources and a Central Library with comprehensive reading and reference materials and the e-learning@victoria platform on Moodle

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://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 college offers excellent infrastructure for cultural and sports events, benefiting students and the public.

The Heritage Auditorium, near the administrative building, accommodates 600 attendees for official and cultural events. The open-air auditorium can host up to 800 people, while the Vineetha Memorial Garden serves smaller gatherings of up to 200, providing a natural setting for debates, open theatre programs, and discussions. The garden is equipped with seating

and water facilities, making it ideal for various cultural activities.

The Physical Education Department trains over 250 students in athletics and sports, achieving notable success. The 12,000-square-meter main playground supports hockey, football, volleyball, and cricket training, with a cricket net and space for ball badminton, Kho-Kho, and Kabaddi. A basketball court is located near the main entrance. Students also utilise the table tennis hall, Yoga hall and a gymnasium attached to the pavilion. Facilities to play chess and carroms were also provided. A health club, first-aid cell, and the Jeevani counseling program enhance student and staff well-being. These facilities promote holistic development by integrating cultural and physical activities.

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

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

32

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://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)

1553

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)

Government Victoria College General Library is one of the oldest College Libraries in Kerala. It is equipped with around 1.15 lakh books and various reading materials in various formats housed mainly in the General Library and 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.

All these resources sufficiently supplement the academic and intellectual requirements of the students and faculty members of our college. Resources of the library are accessible to all the students, research scholars, teachers and non-teaching staff. 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. Library is equipped with a digital multimedia centre to facilitate INFLIBNET access to research scholars, PG students and teachers. The general library maintains a dedicated section by including materials related to current affairs and general knowledge for civil service aspirants.

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

A. Any 4 or more of the above

the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

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)

0.409

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

135

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

The integration of IT facilities into campus and office activities has significantly improved teaching, learning, evaluation, and administrative processes, making them efficient and user-friendly.

During 2023-24, a total of 139 desktop computers were purchased and installed to facilitate the usage of systems by the students for various purposes like browsing, documentation, project works, to access softwares, etc. During 2022-2023, the institution upgraded its Wi-Fi infrastructure, increasing broadband speed from 20 Mbps to up to 300 Mbps. The centralized library was digitized and automated using Koha in 2018. Departments are equipped with laptops, desktop computers, and projectors.

The EDUSAT facility, initiated in 2004, was upgraded during 2017-2018 to support online streaming and virtual conferencing. INFLIBNET access, available since 2012, is annually renewed for faculty and students.

Under the e-Governance initiative, administrative tasks are automated through DDFS, e-Tenders, and a Centralized Admission Portal linked to the University of Calicut. Examination procedures and attendance management are fully digitized.

The campus includes smart classrooms, a central public address system, and the Edusat facility for online classes. The “e-learning@victoria” portal, hosted on Moodle since 2016, enhances online learning, while INFLIBNET and library software support academic needs.

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

240

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	No File Uploaded
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)

95.88

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, managed by the Government of Kerala, follows state regulations and University of Calicut guidelines for the effective management and utilization of academic and physical facilities.

Infrastructure development, including construction and

maintenance, is handled by government agencies like the Public Works Department and Nirmiti Kendra. Sports facilities are maintained through rental income, and minor maintenance is funded by the College Development Council, PTA, and alumni contributions.

Procurement of laboratory and library materials is managed through e-Tenders, and recurring utility costs are covered by non-plan government funds. Research project overheads also support departmental facilities.

Academic facilities, such as laboratories, libraries, and computer labs, are accessible to undergraduate, postgraduate, and research students. All the departments are equipped with ICT enabled classrooms.

Admissions, examinations, and attendance are digitized, with systems for online registration, fee payments, and biometric tracking. The Learning Management System (LMS) facilitates knowledge sharing and assessments.

The college provides hostel accommodations for over 300 students, including those from marginalized backgrounds, and offers staff quarters, and a Student Amenity Centre with skill development programs. The Co-operative Society offers subsidized supplies to students.

The college ensures efficient use of resources and maintains an environment conducive to learning and development.

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

476

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
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 benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

53

File Description	Documents
Upload any additional information	View File
Number of students benefited 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

B. 3 of the above

File Description	Documents
Link to Institutional website	https://www.gvc.ac.in/iqac-annual-reports/
Any additional information	No File Uploaded
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

499

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

499

File Description	Documents
Any additional information	View File
Number of students benefitted 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

22

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

164

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	View File
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

27

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded
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.

106

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
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	https://www.gvc.ac.in/student-union/
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

245

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
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

Govt. Victoria College has a rich tradition of an active and vibrant Old Students Association (OSA). The alumni association has been fostering a strong sense of community among its members since its inception. Old Students Association has been actively involved in providing scholarships and financial assistance to deserving students, supporting college events and festivals, facilitating mentorship and career guidance for students, and promoting the college's legacy and traditions. Financial contributions include OSA endowments, awards and other contributions which amounted to Rs. 59, 965 for 2023-24. OSA contributed Rs. 50,000 for A Zone Arts festivals. Our Alumni have collaborated with India Post to initiate a postal first day cover, showcasing the college's legacy. Alumni have also contributed towards the installation of a flagpost, symbolising national pride and unity. In addition to the above our alumni have also invested their time and efforts in various initiatives for the growth and development of our college.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs) **C. 3 Lakhs - 4Lakhs**

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 institutional vision and mission statements have been published in the college website www.gvc.ac.in. 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, Remedial coaching, Course coordinators of UG and PG programmes, Research committee, Discipline committee, Anti Ragging 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	https://www.gvc.ac.in/vision-and-mission/
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.

The College Council of the institution comprises department heads, coordinators, elected faculty members, and administrative personnel, functioning as a democratic decision-making body. It upholds the principles of decentralization and fosters active participation in governance. Under the leadership of the Principal, who oversees both academic and administrative affairs, the council ensures cohesive leadership and effective management across the institution.

College activities are managed through various committees, with office bearers selected democratically after thorough deliberation, promoting shared leadership and accountability. Department Heads play a pivotal role by coordinating their teams, addressing departmental needs, and efficiently managing resources in alignment with institutional goals. Student representatives and union office bearers are elected through a

democratic process, adhering strictly to established guidelines.

Regular Parent-Teacher Association (PTA) meetings at both college and departmental levels facilitate open communication with parents, fostering mutual understanding and collaboration. This inclusive governance structure empowers all stakeholders to actively participate in the institution's development. Through transparent processes and continuous dialogue, the College Council exemplifies our unwavering commitment to participatory management and collective progress.

File Description	Documents
Paste link for additional information	https://www.gvc.ac.in/organogram/
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, nominated as Members of Board of Studies play a pivotal role to refine curricula in line with evolving national and international standards. Leveraging ICT, teaching practices are modernized. The institution organized National seminars/ Workshops with funding mainly from the state government, that offer students opportunities for academic and research growth.

Field studies, industrial visits, and guest lectures complemented by continuous evaluation methods enrich students' knowledge base. Encouragement for NPTEL/SWAYAM and other 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 national/ state 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 counselling 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	No File Uploaded
Paste link for additional information	https://www.gvc.ac.in/strategic-plan/
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 acts as the head of the institution, managing internal operations and administration under the authority of the Director of Collegiate Education. In the Principal's absence, the Vice Principal or the senior-most faculty member takes charge. Together, the Principal, Vice-Principal, College Council, IQAC, various committees, and the administrative wing collaborate to ensure the smooth functioning of the institution.

The IQAC, established in line with NAAC guidelines, oversees all quality-related activities. The College Development Committee (CDC) formulates plans for the creation and maintenance of infrastructure. The Parent-Teacher Association (PTA) encourages active collaboration between parents and teachers in addressing college-related matters. The Disciplinary Committee supports the Principal in upholding a harmonious academic environment. Additionally, specialized committees and cells, such as the SC/ST Cell, Minority Cell, Internal Complaint Committee, and Anti-Ragging Cell, are formed to address the unique concerns and grievances of students.

The Grievance Redressal Cell (GRC) resolves student grievances amicably, fostering a peaceful and friendly campus environment. The PTA builds strong relationships among faculty, students, and guardians, contributing to a supportive academic atmosphere. As a government institution, the college adheres strictly to UGC, State Government, and University regulations. The promotion of administrative staff is determined by seniority and other criteria established by the Government of

Kerala.

File Description	Documents
Paste link for additional information	https://www.gvc.ac.in/clubs-and-cells/
Link to Organogram of the institution webpage	https://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	No File Uploaded
Screen shots of user inter faces	View File
Any additional information	View File
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 institution has implemented a wide range of initiatives and welfare programs aimed at fostering academic excellence and enhancing the quality of life for its teaching and non-teaching staff. These thoughtfully designed measures ensure holistic support and well-being for the college community.

- Insurance and Welfare Schemes: Group Insurance Scheme, Group Personal Accident Insurance Scheme.**
- Employee Support: Cooperative Society for academic stationery, Staff Club to foster relationships among staff, Quarters accommodation for teaching and non-teaching staff.**
- Student and Community Engagement: Parent-Teacher Association for collaborative development, Social**

extension activities to promote social relations.

- **Facilities for the Differently-Abled:** Infrastructural support like talking screen readers, scanning, and reading software.
- **Facilities for women:** Dedicated rest and recreation room furnished with amenities such as a sanitary napkin vending machine, incinerator, water purifier, and a private changing cabin.
- **Academic and Research Support:** E-journal subscriptions to encourage research, Access to the N-List of INFLIBNET, Advanced science research equipment, Seminars, workshops, and international program visits for skill enhancement, Major Research Projects.
- **Staff/ Student security:** College has installed CCTV cameras for monitoring and, with PTA support, employs additional security personnel for student safety.
- **Unique Resources:** Zoology Museum, Herbarium, Counselling Cell with a full-time therapist.
- **Educational Infrastructure:** Computer Labs, Central and Departmental Library, Seminar Halls, Smart Classrooms.
- **Additional Amenities:** Canteen with subsidized good food, Health Club, Cooperative Society Store for stationery and other essentials.

File Description	Documents
Paste link for additional information	https://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

32

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

21

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	View File
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.

- **Teaching Staff:** Evaluated based on academic excellence, API (Academic Performance Indicator) scores, research publications, and student feedback. Faculty members prepare a self-appraisal report in the PBAS (Performance-Based Appraisal System) format, highlighting academic achievements, training programs, and extension activities. Reports are verified by the IQAC's Screening and Evaluation Committee and submitted to the Director of Collegiate Education for necessary action. These evaluations set benchmarks for improving the institution's standards.
- **Non-Teaching Staff:** Evaluated based on skill proficiency and target-oriented task completion. Confidential performance reports are prepared by the head of the institution for promotion considerations.
- **Annual Audits:** The IQAC conducts annual academic audits as per UGC norms. All administrative sections undergo annual auditing, with the introduction of the Digital Document Filing System (DDFS) ensuring enhanced efficiency and transparency.
- **Student, Alumni Feedback:** Students are directed to provide course feedback at the end of each semester through an online feedback system using a prescribed format. Feedback is systematically analyzed, and the reports are reviewed by the college council or directly by the Principal. The final evaluation report is shared with the

concerned teacher, and remedial measures are implemented if required. Alumni Feedback is also regularly recorded.

These practices collectively ensure a culture of accountability, continuous improvement, and quality enhancement across the institution.

File Description	Documents
Paste link for additional information	https://www.gvc.ac.in/feedback-system/
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

The institution performs annual audits ensure that all financial transactions, including those from government and external agencies, comply with prescribed guidelines. PTA accounts are audited internally to ensure they contribute effectively to the overall development of the college. This robust financial management system ensures efficient utilization of funds and adherence to regulatory standards. The college receives financial support from multiple sources:

- Government Funds: Allocated for day-to-day expenses and other requirements.
- UGC, DST, and RUSA Grants: For academic and infrastructure development.
- PTA and CDC Contributions: Provided as needed for additional support.

Audit Processes are conducted annually to ensure transparency and accountability in financial management.

- Government funds undergo dual audits: Internal Audit, conducted by the Directorate of Collegiate Education (DCE) and External Audit conducted by the Controller and Auditor General of India (CAG).
- RUSA funds are audited by Chartered Accountants
- CDC funds are audited by the DCE
- PTA funds are subjected to Internal audit by a senior teacher with expertise in accounting, External audit by a

Chartered Accountant.

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)****2.869**

File Description	Documents
Annual statements of accounts	View File
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

The college effectively mobilizes diverse resources to sustain its growth and enhance academic excellence. These resources, drawn from government bodies, alumni support, research grants, student contributions, and special funding initiatives, ensure the institution's continuous development and modernization.

- 1. Government and Higher Education Departments:** The college secures funds primarily from the Government of Kerala, the Department of Higher Education, and the Directorate of Collegiate Education (DCE). Funding is allocated based on detailed proposals submitted by the college. While government funding forms the core, the institution actively seeks and procures additional resources from other sources to supplement its growth.
- 2. Alumni Support:** Active alumni associations at both college and departmental levels contribute significantly. Alumni provide free consultancy, financial assistance,

and valuable support, reflecting their enduring commitment to the institution's success.

3. Research Grants: The college has ongoing Major Research Project funded by DST-SERB, KSCSTE and DBT.
4. With the government aid under KIIFB the institution has completed and commissioned an academic block. The library complex including seminar hall is undergoing final works.
5. Students contribute voluntarily to the Parent Teacher Association (PTA) Fund during admission, which is utilized for developmental activities.
6. The College Development Council (CDC) Fund, collected from students, is remitted to the government and later reallocated to the institution with matching grants.
7. Special grants from RUSA play a pivotal role in the college's advancement.

Through efficient mobilization of these resources, the college ensures sustainable growth and the enhancement of its academic and infrastructural capabilities.

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

1. **Orientation and Induction Programs:** IQAC has introduced an Induction and Orientation Program to support new undergraduate and postgraduate students. Held on the first day of campus, the program provides essential guidance to help students acclimate to their studies. Postgraduate students receive additional support to foster research interests and explore career pathways. Orientation for open courses is institutionalized to encourage students to diversify their academic interests beyond their core disciplines.
2. **Sustainability Initiatives:** Promotes a green protocol across campus to minimize the use of plastic and other non-recyclable materials. Actively manages energy consumption by replacing conventional bulbs with energy-efficient LED lighting.

3. **Academic Enrichment:** Organizes seminars, workshops, and technical sessions to foster academic and professional growth. Departments are encouraged to video-record invited lectures and seminars for future reference.
4. **Feedback and Performance Evaluation:** Conducts Student Satisfaction Surveys to gather feedback from stakeholders and evaluates academic and non-academic activities through result analysis. Implements remedial measures based on feedback and evaluations to address shortcomings.
5. **Quality Assurance and Monitoring:** Monitors the Tutorial System to ensure effective student support. Facilitates performance evaluation for faculty placement and promotion through the Performance-Based Assessment System (PBAS) as per UGC guidelines.
6. **Faculty Development:** Conducts workshops and seminars on contemporary academic topics to enhance teaching quality and student learning.

File Description	Documents
Paste link for additional information	https://www.gvc.ac.in/iqac/
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 established a comprehensive system to elevate teaching standards and enhance administrative efficiency. Through strategic planning, training, and the integration of technology, the institution ensures continuous quality improvement and fosters an engaging learning environment.

1. **Academic Planning and Monitoring:** Faculty members maintain a teacher's diary to document daily academic and administrative activities. The academic calendar, prepared in alignment with the University of Calicut guidelines, is published on the college website to ensure accessible and organized scheduling. Annual departmental presentations are organized to review progress, celebrate achievements, and set future goals.

2. **Faculty Development and ICT Integration:** ICT workshops are conducted to train faculty in advanced tools, with sessions led by internal and external experts. Teachers are equipped to develop e-content using the Moodle platform, enhancing interactive online learning.
3. **E-Learning Platforms:** The E-Learning @ Victoria platform provides a digital space for student-faculty interaction and access to resources beyond the classroom. The Learning Management System (LMS) facilitates the sharing of e-resources, video lectures, and notes across various disciplines, promoting flexible and enriched learning.
4. **Feedback and Continuous Improvement:** Regular feedback is collected from students, faculty, and alumni to assess academic and administrative performance. Analyzed feedback guides future planning, ensuring the institution adapts to evolving educational demands.

These initiatives reflect the IQAC's commitment to fostering innovation, enhancing faculty capabilities, and maintaining a dynamic and student-focused academic ecosystem.

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 actively promotes gender awareness and equality through its GENDER CLUB, which organizes activities to enhance understanding of gender diversity, identity, and the need to address prejudices and discrimination. The club strives to advance gender equality and dismantle societal barriers. Complementing these efforts, the Legal Literacy Cell and Human Values Cell conduct programs to empower women and girls and raise legal awareness. In collaboration with the District Legal Services Authority, they organized sessions on the Protection of Women from Domestic Violence under the Indian Penal Code (IPC).

The Women's Cell has also undertaken several initiatives for student welfare. A first aid box with medicines and band-aids was made available for emergencies, and a complaint box was installed near the Ladies' Waiting Room for students to voice suggestions or grievances. Based on student feedback, the repair of both boys' and girls' toilets was completed by December 13, 2023.

A Manuscript Magazine titled Kottavai (meaning "Goddess of War") was released on March 22, 2024, showcasing student articles on gender equality and feminist themes in multiple languages. The editorial board, led by Sri Agni Ashik, included Women's Cell members. Additionally, a lecture by Dr. Deepa N on "Gender Gap in Labour Market" was conducted on November 24,

2023.

File Description	Documents
Annual gender sensitization action plan	https://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	https://www.gvc.ac.in/amenities/

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 at Govt. Victoria College, Palakkad

Waste Segregation: The college has implemented a structured waste segregation system with separate bins designated for recyclable materials, non-recyclable waste, and organic waste. Clear labeling and signage are provided to guide students and staff, ensuring proper waste segregation.

Awareness Campaigns: Regular awareness programs, including workshops and seminars, are conducted to educate the college community about effective solid waste management, the significance of waste segregation, and the environmental consequences of improper waste disposal.

Analysis of Current Practices:

1. Strengths:

- The availability of separate bins and recycling centers supports effective waste segregation and recycling, reducing the volume of waste sent to landfills.
- Awareness campaigns have been successful in fostering a sense of responsibility and raising awareness among students and staff.

2. Areas for Improvement:

- **Monitoring and Enforcement:** Regular monitoring is needed to ensure adherence to waste segregation guidelines and to discourage improper disposal practices.

Solid waste management is vital for creating a sustainable and eco-friendly environment on campus. While the existing practices provide a strong foundation, consistent monitoring and improvement efforts will further enhance the college's waste management initiatives.

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**

B. Any 3 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. The college has a platform that works for the differently abled students. Prajyothi Victoria is an organization for the empowerment of differently abled to students in the college.

It focuses to provide equal educational and employment opportunities to differently abled students in the institution. It works towards making the campus and its facilities both accessible and comfortable for differently abled students. Similarly there is a pain and Paliative unit that services the society through providing the support to the fellows who need care. The college promotes the celebrations of the festivals like Pongal (A Festival of Tamil Lingistic minority) and every year it is celebrated in the college. History department organized a seminar on 'Life and Culture of Thodas of Nilgiris'. SC/ST grievance cell has conducted orientation classes for Lakshya scholarship 2024 for civil service and interaction with UPSC winners

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	View File

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 committed to transforming young students into responsible citizens through various initiatives. Central to this effort is the prominent display of the Preamble to the Constitution, which serves as a guiding principle for academic, co-curricular, and extracurricular activities. Constitutional values are seamlessly integrated into the curriculum and teaching practices.

Humanities and Literature courses include dedicated sections on the Indian Constitution and its core values. In the second semester, the Common English course introduces students to the Preamble, fostering discussions and debates on fundamental 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 observed with respect and enthusiasm, reinforcing a sense of national pride. Programs like the National Service Scheme (NSS) and National Cadet Corps (NCC) further encourage students to understand and fulfill their

responsibilities toward the community and the nation.

Additionally, various cells and clubs, including the Legal Literacy Cell, Human Values Cell, and Forum for Democracy, organize lectures and discussions to instill constitutional values in students, fostering a deep understanding of their rights and duties as citizens.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.gvc.ac.in/iqac-annual-reports/
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

Established in 1888, Govt. Victoria College, Palakkad, is one of Kerala's four heritage educational institutions and a distinguished center of excellence in the state's educational sector. The college actively encourages students to organize programs that highlight the significance of national and international events.

Various departments give special attention to observing key days relevant to their respective disciplines, marking these occasions with lectures, competitions such as quizzes, exhibitions, and presentations. Organizations like the NCC, NSS, and numerous clubs and cells also play an active role in celebrating these important days.

Some of the nationally and internationally significant days observed include Independence Day, Republic Day, World Environment Day, Constitution Day, World Wetlands Day, and Hindi day and Hindi fortnight.

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 prepreliminary 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 through Research and Documentation

The college actively promotes the conservation of biodiversity, local history, and cultural heritage through multidisciplinary initiatives.

The Department of Botany has documented the district's floral diversity across forest areas, riverine beds, and panchayats, leading to the discovery of seven new species, four additions to state and district flora, and the development of baseline data for post-flood biodiversity monitoring. On campus, a Miyawaki Forest and Butterfly garden enhance biodiversity, regulate temperature, improve air quality, and provide a serene environment that fosters sustainability and community engagement.

In cultural documentation, the Department of Malayalam created a visual documentary on Kanyarkali, a traditional ritualistic performance of Palakkad (<https://youtu.be/UoCbEBYX8f4>). Department of History maintains a history museum accessible to the public.

These initiatives reflect the college's dedication to preserving biodiversity, cultural traditions, and history while encouraging sustainable practices and fostering community involvement.

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

7.3.2 - Plan of action for the next academic year

Government Victoria College has planned several key initiatives for the upcoming year, emphasizing academic advancements, inclusivity, and infrastructure development.

The college will implement the National Education Policy (NEP) 2020 by introducing a four-year Undergraduate Programme. This initiative aims to provide students with a multidisciplinary education and equip them with essential skills for the future. To support this transition, comprehensive training sessions will be conducted for both teaching and non-teaching staff, focusing on pedagogy, technology integration, and academic practices aligned with NEP.

The college also plans to enroll all students to the Academic Bank of Credit (ABC) system, allowing students to accumulate, store, and transfer credits, fostering flexibility and mobility in their education.

In infrastructure development, the new library block will be completed, offering advanced facilities to enhance research and learning. A dedicated amenity centre for differently-abled students will also be developed, ensuring inclusivity and accessibility across the campus. Additionally, the administrative office will undergo renovation to improve efficiency and create a more effective work environment.

All students and teachers will be enrolled in LMS platform for

blended learning

These initiatives reflect Government Victoria College's commitment to holistic development, academic excellence, and creating an inclusive, student-centered environment for the future.