



## YEARLY STATUS REPORT - 2020-2021

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	<b>MAHATMA GANDHI COLLEGE, THIRUVANANTHAPURAM</b>
• Name of the Head of the institution	<b>Dr. AMPILI.M</b>
• Designation	<b>PRINCIPAL</b>
• Does the institution function from its own campus?	<b>Yes</b>
• Phone no./Alternate phone no.	<b>04712541039</b>
• Mobile no	<b>8547566788</b>
• Registered e-mail	<b>nssmgcollege@gmail.com</b>
• Alternate e-mail	<b>mgciqac@gmail.com</b>
• Address	<b>Kesavadasapuram</b>
• City/Town	<b>Thiruvananthapuram</b>
• State/UT	<b>Kerala</b>
• Pin Code	<b>695004</b>
<b>2.Institutional status</b>	
• Affiliated /Constituent	<b>Affiliated</b>
• Type of Institution	<b>Co-education</b>
• Location	<b>Urban</b>

• Financial Status	UGC 2f and 12(B)																								
• Name of the Affiliating University	University of Kerala																								
• Name of the IQAC Coordinator	Dr.Chitra V S																								
• Phone No.	8547566788																								
• Alternate phone No.																									
• Mobile																									
• IQAC e-mail address	mgciqac@gmail.com																								
• Alternate Email address	vschitra11@gmail.com																								
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://assessmentonline.naac.gov.in/public/index.php/postaccreditation/generatePDF_agar/eyJpdiI6ImROb2NESENgS2lqYWwhSdDcwSlRHdWc9PSIsInZhbnVlIjoiNnlkMHBEVHVcL0Vld2tH QmZHV3haTFE9PSIsIm1hYyI6IjFiMzBiYmM">https://assessmentonline.naac.gov.in/public/index.php/postaccreditation/generatePDF_agar/eyJpdiI6ImROb2NESENgS2lqYWwhSdDcwSlRHdWc9PSIsInZhbnVlIjoiNnlkMHBEVHVcL0Vld2tH QmZHV3haTFE9PSIsIm1hYyI6IjFiMzBiYmM</a>																								
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes																								
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="http://mgcollegetvm.ac.in/wp-content/uploads/2022/03/ACADEMIC-CALENDAR_2020-2021-LATEST-1.pdf">http://mgcollegetvm.ac.in/wp-content/uploads/2022/03/ACADEMIC-CALENDAR_2020-2021-LATEST-1.pdf</a>																								
<b>5.Accreditation Details</b>																									
<table border="1"> <thead> <tr> <th>Cycle</th> <th>Grade</th> <th>CGPA</th> <th>Year of Accreditation</th> <th>Validity from</th> <th>Validity to</th> </tr> </thead> <tbody> <tr> <td>Cycle 1</td> <td>A</td> <td>87.75</td> <td>2004</td> <td>03/05/2004</td> <td>02/05/2009</td> </tr> <tr> <td>Cycle 2</td> <td>A</td> <td>3.16</td> <td>2013</td> <td>23/03/2013</td> <td>02/03/2018</td> </tr> <tr> <td>Cycle 3</td> <td>B+</td> <td>2.73</td> <td>2018</td> <td>02/05/2018</td> <td>01/11/2023</td> </tr> </tbody> </table>	Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to	Cycle 1	A	87.75	2004	03/05/2004	02/05/2009	Cycle 2	A	3.16	2013	23/03/2013	02/03/2018	Cycle 3	B+	2.73	2018	02/05/2018	01/11/2023	
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Cycle 3	B+	2.73	2018	02/05/2018	01/11/2023																				
<b>6.Date of Establishment of IQAC</b>	14/07/2004																								
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>																									

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Mahatma Gandhi College	RUSA	Government of India and Government of Kerala	2020	1000000
Mahatma Gandhi College	PD	Government of Kerala	2020	874279

<b>8. Whether composition of IQAC as per latest NAAC guidelines</b>	<b>Yes</b>
<ul style="list-style-type: none"> <li>• Upload latest notification of formation of IQAC</li> </ul>	<a href="#">View File</a>
<b>9.No. of IQAC meetings held during the year</b>	<b>4</b>
<ul style="list-style-type: none"> <li>• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>
<ul style="list-style-type: none"> <li>• If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded
<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>
<ul style="list-style-type: none"> <li>• If yes, mention the amount</li> </ul>	

<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>
1. Encouraged social outreach and extension programmes. 2. Conduct of webinars by various departments to enhance the research output. 3. Skill development online training programmes. 4. Online feedback. 5. Initiated infrastructure augmentation.
<b>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</b>

Plan of Action	Achievements/Outcomes
Initiation Programme for Semester one UG Students	To segregate advanced and slow learners- question papers, schedule and evaluation, identifying existing skill set of students-follow up
Environmental audit	Students gained a first hand experience and awareness in the natural milieu of the campus and its surroundings.
Awareness on sustainable and Renewable Resources	Students were sensitised on the issue of energy conservation, sustainable energy and social development and significance of renewable resources
Tackling Manmade Disaster	Learners were sensitized on manmade disasters as a social responsibility and their role in preventing/tackling such disasters and effective disaster management strategies
Risk Management	Anticipating potential risk factor and preventive measures in quality management. Decided to communicate with college management for compound wall strengthening, and adding fencing over the walls, CCTV system up gradation and rearranging security system.
<b>13. Whether the AQAR was placed before statutory body?</b>	<b>Yes</b>
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
College Council	22/03/2022
<b>14. Whether institutional data submitted to AISHE</b>	

Year	Date of Submission
2022	26/02/2022
<b>15.Multidisciplinary / interdisciplinary</b>	
<b>16.Academic bank of credits (ABC):</b>	
<b>17.Skill development:</b>	
<b>18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)</b>	
<b>19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):</b>	
<b>20.Distance education/online education:</b>	
<b>Extended Profile</b>	
<b>1.Programme</b>	
1.1 Number of courses offered by the institution across all programs during the year	23
File Description	Documents
Data Template	<a href="#">View File</a>
<b>2.Student</b>	
2.1 Number of students during the year	1959
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.2	465
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
2.3	764
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1	90
Number of full time teachers during the year	
File Description	Documents
Data Template	No File Uploaded
3.2	106
Number of sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1	74
Total number of Classrooms and Seminar halls	
4.2	47.95
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	167
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

At the beginning of each academic year, the college prepares an academic calendar in accordance with the University academic almanac. The College Level Monitoring Committee (CLMC), details of which is published in the college website, initiates the proper implementation of the charted plan of action in order to ensure the smooth execution of the curriculum. The Department Level Monitoring Committee (DLMC) synchronises the scheduled academic activity within the department. The Induction Programme conducted initiates the students into the semester system. The class tutors are assigned with the task of intimating the schedule of various courses to the students and acquaint them with the syllabus.

The Continuous Internal Evaluation (CIE) is done in accordance with the academic calendar. During each semester, the progress made is examined and an academic audit is prepared, submitted to the Principal. Academic audit is also performed in each semester. After analysing the reports, the suggestions evolved are conveyed to the department and the implementation of the remedial measures is also ensured. Thus, the college is able to attain an optimum level of curriculum delivery through a consistent and incessant process of teaching-learning and evaluation that greatly benefits the students in their all-round personality development.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://www.keralauniversity.ac.in/scheme-syllabus-regulations">https://www.keralauniversity.ac.in/scheme-syllabus-regulations</a>

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

An academic calendar is prepared by the college in accordance with the academic calendar prepared by the University of Kerala. All the activities in the college as a whole and each department in particular are designed in terms with the college academic calendar. A College academic calendar is prepared by the college, semester-

wise following the calendar of university, after discussion with all stake holders. It merged with the Activity Calendar which includes the extra-curricular and cocurricular activities of the students. It contains the following categories of activities: Commencement of class Orientation and Induction programme Extra-curricular events like NSS activities, NCC activities and Blood Donation camps; Co-curricular events like student participation in sports, games and cultural activities. The celebration of international, national and regionally important days which inculcate human values and practices, form an integral part of the academic calendar. Mentoring activities like individual interaction between Faculty Mentors and Student Specific dates for conduction of Continuous Evaluations for theory and sessions for Practical papers. Commemorative events, Holidays and Semester-break comes under the purview of the academic calendar. For continuous internal evaluation the institute adheres to the academic calendar prepared by it based on the academic calendar of the affiliating University.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="http://mgcollegetvm.ac.in/wp-content/uploads/2022/03/ACADEMIC-CALENDAR_2020-2021-LATEST-1.pdf">http://mgcollegetvm.ac.in/wp-content/uploads/2022/03/ACADEMIC-CALENDAR_2020-2021-LATEST-1.pdf</a>

**1.1.3 - Teachers of the Institution participate in A. All of the above 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**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>



## 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

20

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 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	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

74

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

## 1.3 - Curriculum Enrichment

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

To incorporate and amalgamate the crosscutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum, the institution has introduced courses that teach Values and Ethics in Profession, Environmental Studies and Disaster Management etc. in its UG programme. The University has introduced Language course and Foundation Course text books at semesters 1-3 for students of all disciplines. College has gender sensitization programmes such as seminars, workshops, group discussions to sensitize the gender issues. Class representatives are equal with both boys and girls. Without gender discrimination female students are represented in NCC, E- Cell etc. Environment and Sustainability are one of the ardent issues, addressed by the Institute. Regular awareness programs are conducted including the popular ones being 'Tree Plantation' and 'Clean India Swachh Bharat Campaign'. NSS and NCC conduct regular activities on gender laws and sustainability. Disaster Management, a topic of current importance is also part of the curriculum. Environmental Science is taught in different UG programmes as a compulsory subject. Some more subjects like Human Resource Management is also there compulsorily in the curriculum for UG second year students. University has also included a new paper The Constitution of India in the UG curriculum for third year students.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

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

38

File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View File</a>
MoU's with relevant organizations for these courses, if any	<a href="#">View File</a>
Institutional Data in Prescribed Format	<a href="#">View File</a>

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

167

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

## 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	<a href="http://mgcollegetvm.ac.in/wp-content/uploads/2022/03/Action-taken-report-CRITERIA-I-FEEDBACK-2021-1.pdf">http://mgcollegetvm.ac.in/wp-content/uploads/2022/03/Action-taken-report-CRITERIA-I-FEEDBACK-2021-1.pdf</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**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	<a href="#">View File</a>
URL for feedback report	<a href="http://mgcollegetvm.ac.in/wp-content/uploads/2022/03/action-taken-report-FEED-BACK-ANALYSIS-OF-STUDENT-SATISFACTION-SURVEY-2021-1.pdf">http://mgcollegetvm.ac.in/wp-content/uploads/2022/03/action-taken-report-FEED-BACK-ANALYSIS-OF-STUDENT-SATISFACTION-SURVEY-2021-1.pdf</a>

## 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

**791**

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

#### 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

**783**

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

### 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 assesses the learning levels of the students and**

organizes special Programmes for advanced learners and slow learners Institute admits diversified students from different social and economic backgrounds and the ability and extent of learning of the students is highly influenced by their personal abilities and other attributes. Institute has developed a structured mechanism for assessing the learning levels of the students. The first interaction occurs during the mandatory Induction Programme, with professors assessing, identifying, and differentiating the students. Mentees' learning ability is identified by the Mentors based on their academic performance, behaviour, social and psychological aspects during the individual interaction session. The first Continuous Evaluation process helps the faculty identify Slow and Advanced Learners. With regard to the program for Slow Learners, each mentor is assigned with a group of students per year to provide one-to one counselling for overall improvement. Extra and Remedial classes are conducted for the slow learners including efforts to improve the basic skills in their own subjects and English. Advanced learners are motivated to attend webinars, seminars, expert lectures intimated through Government initiated programmes WWS, SSP and ASAP. Students are instigated into innovative projects and research work.

File Description	Documents
Paste link for additional information	<a href="https://mgcollegetvm.ac.in/extra-curricular/unnathi/">https://mgcollegetvm.ac.in/extra-curricular/unnathi/</a> <a href="https://mgcollegetvm.ac.in/extra-curricular/walk-with-scholars/">https://mgcollegetvm.ac.in/extra-curricular/walk-with-scholars/</a> <a href="https://mgcollegetvm.ac.in/extra-curricular/student-support-program/">https://mgcollegetvm.ac.in/extra-curricular/student-support-program/</a> <a href="https://mgcollegetvm.ac.in/extra-curricular/asap-additional-skill-acquisition-program/">https://mgcollegetvm.ac.in/extra-curricular/asap-additional-skill-acquisition-program/</a>
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
2546	90

File Description	Documents
Any additional information	<a href="#">View File</a>

## 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 college has been focusing on innovative and creative ways of disseminating, sharing, and facilitating knowledge development in students, adopting student-centric methods which are central to Outcome-Based Education (OBE). Course Delivery Methods like Group Discussions, Seminars/Mini projects, Case studies, Simulations and experimental exercises Lab experimental work Class Assignments/Quizzes are made use of.

Individual learning- The prominent method of individual learning in the days of pandemic is through e-resources. E-learning tools like educational videos, awareness of SWAYAM, Coursera, Project, etc. let students learn independently and enhance classroom learning. Learners are encouraged to enrol and get certification for online courses, most effective means of self-paced learning.

Experiential learning- Student-centric learning is provided in the practical sessions to apply concepts learned in the classroom. Internships/ Vocational training. Final Year group Projects, seminars and workshops. Short Visit to nearby industries/labs by research students enhance and provide first hand experience.

Participative /collaborative learning-Participating in intra-college, state, and national project competitions. Invited talks by experts and alumni from the industry and academia. Sharing of resources with nearby colleges bridge the gaps in the curriculum.

Problem-based learning promotes students' critical thinking to find solutions in real-life situations.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="#">NIL</a>

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

A blend of ICT enabled teaching in addition to the traditional classroom education is effectively used by the institution. The institution ensures to provide e-learning atmosphere in the classroom. Along with the chalk and talk method of teaching, the faculty members make efforts to use the IT enabled learning tools such as PPT, Video clippings, Audio system, online sources, to

expose the students for advanced knowledge and practical learning. Classrooms are fully furnished with LCD/OHP/Computers. Most of the faculty use interactive methods for teaching. The major emphasis is on classroom interaction in terms of research paper presentations, seminars, debates, group discussions, assignments, quiz/tests/viva and laboratory work.

The institute premises are equipped with wi-fi and all the departments effectively use the wi-fi facility for teaching learning process as the medium of education shifted itself to online mode. Language lab is effectively employed by the language departments. Specialized computer laboratory with an internet connection has been provided to promote independent learning. MAC-ID based Wi-Fi facility for access of internet is provided on individual laptop and mobile devices. LMS facility introduces different courses to the learners. Sound security and privacy is provided to Wi-Fi users.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

### 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

90

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
Mentor/mentee ratio	<a href="#">View File</a>

## 2.4 - Teacher Profile and Quality

### 2.4.1 - Number of full time teachers against sanctioned posts during the year



103

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

#### 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

50

File Description	Documents
Any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

#### 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

245

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 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.



Question paper setting, submission of answer scripts, internal marks entry in the University website and other things related to the conduct of examination are done according to academic calendar, following the rules prescribed by the university. Exams are conducted in three hours and for 80 marks. The answer scripts are valued by concerned faculty and are given to the students. The internal marks to be uploaded in the University site are published in the Department notice board, beforehand. In addition, the seminars and assignments prepared by the students are checked by the faculty members and the mark lists are kept in the department for future reference. Syllabus for the test is communicated to students by class teachers well in advance. The institution has prepared standard formats for question papers depending upon the subject based Course Outcomes (COs) for Continuous Assessment (CA). Internal exam committee monitors the proper conduct of examinations. The question papers are collected and exams conducted in centralised manner through online mode and has implemented evaluation of internal exam papers, which has helped in speeding up the evaluation process and increasing transparency. Any discrepancy found in the assessment can be raised. The examination system is thus completely transparent.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://mgcollegetvm.ac.in/rules/internal-assessment/">https://mgcollegetvm.ac.in/rules/internal-assessment/</a>

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

The internal examination system is transparent in our institution. The intimations from question paper setting to conduct of examination is carried out by the Internal Examination Committee of the college. The concerned faculty value the answer scripts and the marks are published in the department noticeboard. Any issues regarding the discrepancy in assessment can be raised by the students in 10 days to their respective departments. The HOD will discuss it with the concerned faculty to solve the issue. Only those issues incapable of being solved by the department will be taken to Internal Exam Committee headed by the Principal. It is a time bound process and in the last academic year mostly the examinations were conducted in online mode during pandemic days and no grievance was raised.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://mgcollegetvm.ac.in/rules/internal-assessment/">https://mgcollegetvm.ac.in/rules/internal-assessment/</a>

## 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.

Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students. Institution follows the outcome-based education following Bloom's Taxonomy. PSOs are identified after detailed deliberation with the stakeholders. The College is following the COs as specified by specified by the university of Kerala. The POs, PSOs, and COs are disseminated through Institution Website, Prospectus, Course file, Departments, Laboratories, etc. As a part of the Induction Programme, a briefing is done about POs, PSOs, and COs, and other academic details to the fresh batch of students of respective academic programs. Each Course Outcome is mapped to Program Outcomes in terms of relevance. Three levels of relevance are based on the degree of correlation i.e. 1 for low, 2 for medium, and 3 for high correlation. Contribution of course to each PO is expressed in terms of the average relevance of COs mapped to that particular PO. Similarly, the value computed for all the courses including first-year courses is entered for the corresponding PO and PSOs. The agreed-upon COs form the basis for achieving POs and PSOs and thus contributing towards achieving the Mission and Vision of the Institute.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="http://mgcollegetvm.ac.in/wp-content/uploads/2018/02/Programe-Course-and-outcome.pdf">http://mgcollegetvm.ac.in/wp-content/uploads/2018/02/Programe-Course-and-outcome.pdf</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

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

The efficiency and effectiveness of the process of attainment of POs

and COs is monitored, assessed, and improved by taking inputs from the discussion/suggestion/decision taken in the meetings of the Departments, Academic Council, and IQAC Cell. The following method is used to assess course outcomes. Course attainment levels are defined based on prior performance and are expressed as a proportion of students achieving a target score. Theory subjects: 1. Internal Evaluation (weightage 20%) Continuous internal assessment 1. External Evaluation (weightage 80%) University theory examination Practical Subjects: 1. Internal Evaluation (weightage 20%) Lab performance Practical continuous assessment 1. External Evaluation (weightage 80%) University practical examination Each CO has a target level and is achieved if the attainment is equal to or exceeds the target. Once the total attainment of CO is calculated, it is used for measuring the level of attainment of POs and PSOs. Direct Attainment (80% weightage) and Indirect attainment (20% weightage). Direct attainment is calculated from CO attainment based on four Continuous Assessments and Semester Examination and Indirect attainment is calculated based on 25% Program Exit Survey + 50% Alumni survey + 25% Employer Survey.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://mgcollegetvm.ac.in/rules/internal-assessment/">https://mgcollegetvm.ac.in/rules/internal-assessment/</a>

### 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

685

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="https://exams.keralauniversity.ac.in/ResultAnalysis/#">https://exams.keralauniversity.ac.in/ResultAnalysis/#</a>

## 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)

<http://mgcollegetvm.ac.in/wp-content/uploads/2022/03/action-taken-report-FEED-BACK-ANALYSIS-OF-STUDENT-SATISFACTION-SURVEY-2021-1.pdf>

## 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)

20.65

File Description	Documents
Any additional information	<a href="#">View File</a>
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

#### 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

50

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

#### 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)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	<a href="#">NIL</a>

### 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 has a well-balanced and harmonious ecosystem of research and innovative knowledge. Student centric innovative and extension activities are devised by our college. Various activities are conducted to nurture and nourish youth's minds. These activities help students to understand the various problems faced by the society. In the institution there are a variety of clubs and committees such as Literary club, womens' cell, N.S.S. N.C.C, Sports Skill and Entrepreneurship development centre through which students and faculty members are encouraged to undertake innovative activities which are helpful for creation and transfer of knowledge.

Mahatma Gandhi College Annual Research Conference (MGC-ARC), facilitate and monitor research activities in the college. But due to pandemic, the event was shifted to online mode. Recently, the college has constituted Entrepreneurship Development Cell (EDC) for empowering students. National Service Scheme of the college has adopted a nearby economically backward place, Korakulam as part of Institutional adoption scheme. The college promoted participation of students in different co-curricular activities such as extension services, art and craft, NCC seminar presentation, youth festival, group discussion, brain storming, role playing and many more to equip the students and promote their holistic development.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://mgcollegetvm.ac.in/">https://mgcollegetvm.ac.in/</a>

### 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

3

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 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	<a href="#">NIL</a>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 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

29



File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

### 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

8

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 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

Conducive environment for holistic development is developed by close interaction with the society. National Service scheme plays a major role in acquainting the students to their social environment and helping their all-round development. On 20 December 2020 NSS units organised a plastic-free campus campaign. Other than NSS and NCC units, the various departments of the college is conscious about its responsibilities for shaping students into responsible citizens of the country by making students aware of social issues through various programmes like Environmental Awareness, Personal Health and Hygiene, Diet awareness, , Plastic eradication, , Programme on female foeticide, organizing visit to Orphanages and Blood group detection , Health check-up camps, Blood donation camps etc.

File Description	Documents
Paste link for additional information	<a href="https://mgcollegetvm.ac.in/#">https://mgcollegetvm.ac.in/#</a>
Upload any additional information	<a href="#">View File</a>

### 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

3

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

### 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

18

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

### 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

822



File Description	Documents
Report of the event	No File Uploaded
Any additional information	<a href="#">View File</a>
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 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

7

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

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

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

1

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

## 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 college has adequate physical and academic facilities required as per University Grant Commission guidelines to run the different programs. The college campus comprises various departments in Arts, Commerce and Science streams are located in the separate blocks. The Classrooms, Laboratories and Seminar Halls are well equipped along with computing system and Internet facility. Besides the building, the college has spacious playground for sports activities. The college campus is maintained with clean and neat atmosphere. A spacious garden with pavements in the campus is developed. 'Eco-Friendly Class Room' is an initiative to provide the importance of Nature in the process of teaching and learning, cultivated in the campus. It is situated adjacent to the Language Department. The college is well-equipped with the physical and technology-enabled infrastructure that supports to run smoothly the existing academic programmes and administration. Well-furnished, ICT enabled classrooms and laboratories, spacious seating arrangements with the qualitative furniture, Cleanliness, light and ventilation facilities are maintained. Black Boards and White Boards are available in the classrooms. A well-furnished computerized administrative office. Well-equipped 07 Laboratories i.e. Chemistry, Botany, Physics, Zoology and Commerce. Well ventilated Auditorium and Seminar Hall with ICT facilities is also available in the college.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://mgcollegetvm.ac.in/">https://mgcollegetvm.ac.in/</a>

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

The institution gives utmost importance to the overall development of the students and organizes various sports, games, and cultural activities on campus regularly. To support this, the institution has the following facilities which are kept open beyond the working hours for students and staff. Facilities and Infrastructure are available at Gym. The college has amenities for both Indoor and Outdoor games-a standard athletic stadium which is also used for playing football and all other major games. A neatly equipped Fitness Center has been smoothly functioning in the College since

2005 . There is a volley ball court, shuttle badminton court and a shuttle badminton court for girls.

Sports Amenities Available In Our College:Football field and equipments, Athletics track and field and equipments, Cricket nets and equipments, Volleyball court and equipments, Shuttle court and equipments, Net ball court and equipments, roll ball posts and equipments, Gymnasium and weight training equipments, multi set, Bicycle ergo meter, Plyometrics training equipments, Electronic weighing machine scale 500Kg,Body composition machine, Baseball kit, softball kit, Weightlifting and power lifting set and floor mat, carom set, chess board, Table tennis table and equipments.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://mgcollegetvm.ac.in/departments/physical-education/facilities">https://mgcollegetvm.ac.in/departments/physical-education/facilities</a>

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

43

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://mgcollegetvm.ac.in/computer-labs/#_https://mgcollegetvm.ac.in/uncategorized/digital-class-rooms/">https://mgcollegetvm.ac.in/computer-labs/#_https://mgcollegetvm.ac.in/uncategorized/digital-class-rooms/</a> <a href="https://mgcollegetvm.ac.in/facilities/internet-facilities/">https://mgcollegetvm.ac.in/facilities/internet-facilities/</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

**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)**

## 46.5

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

## 4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Library is automated using open source integrated library management system koha with the version 20.05.02.000 in 2020. Koha encapsulates all modules required for a comprehensive library software. Koha visualizes comprehensive functionality including basic and advanced options. Koha incorporates modules for acquisition, circulation, cataloging, serials management, authorities, flexible reporting, label printing, multi-format notices, offline circulation etc. Koha has full text searching facility and an enhanced catalogue display that can use content from Amazon, Google, LibraryThing, Open Library, and Syndetics, among others. Koha is built using library standards and protocols such as MARC 21, UNIMARC, z39.50, SRU/SW, SIP2, SIP/NCIP, ensuring interoperability between Koha and other systems and technologies, while supporting existing workflows and tools. The library is partially automated using koha with 67900+ documents. Email alert facility is incorporated for various user categories.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://mqcollegetvm.ac.in/library/">https://mqcollegetvm.ac.in/library/</a>

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-** B. Any 3 of the above

**books Databases Remote access toe-resources**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**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)****.0925**

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

**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****850**

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

**4.3 - IT Infrastructure****4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

**Different digital technological facilities are available in the college. There are smart classrooms,smart lab and a digitally equipped Seminar Hall and digitally equipped laboratories available**

in the college. The up-gradation work of English language laboratory is also progressing. A well-equipped computer lab is also functioning in the college. The students of the college have access to the computer lab. The college building and the library building are facilitated with the Wi-Fi connectivity. There is a plan to extend the Wi-Fi connectivity facility to the newly constructed building (under the RUSA scheme). There is open access of Wi-Fi connectivity to all student and the staff members of the college. All the departments of the college are provided with computer and other related accessories. Most of the official work is being done with the help of ICT. Following are some basic facilities for updating: College itself formats the computer without any fees and with the help of computer operator. Anti-virus is regularly installed in computer. All computer have anti-virus and Wi-Fi connectivity mainly those in Principal's chamber, Office-room, IQAC room, various departments including library and laboratories. CCTV is installed in classrooms where exams are conducted.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://mgcollegetvm.ac.in/facilities/">https://mgcollegetvm.ac.in/facilities/</a>

#### 4.3.2 - Number of Computers

164

File Description	Documents
Upload any additional information	<a href="#">View File</a>
List of Computers	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 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)

47.95

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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.

The infrastructure of the College is constituted by essential features like buildings, classrooms and playgrounds, and advanced facilities like ICT-enabled classrooms and laboratory facilities. It is also ensured that no facility is inaccessible to all the students. The major funds which aid in the enrichment and maintenance of the infrastructural facilities are from the Management, PTA and governmental agencies. Minor Research Projects and Major research projects. Our management, The Nair Service Society, a synonym for service and social commitment was founded by the late Sri. Mannathu Padmanabhan and opened an array of educational institutions, hospitals and other socially beneficial institutions all over Kerala. Nair Service Society (NSS) is a non-profitable organization which, among many other objectives, is obliged to impart equitable education as a means of socio-cultural emancipation and women empowerment. The College intimates to the NSS when the need for works towards the establishment, repair or development of the infrastructure arises. PTA promotes the smooth functioning of the college, provide fund for day to day maintenance of the college including electricity, water and other service charges, appointing teaching and non teaching temporary staff for the smooth functioning of the academic and administrative activities.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://mgcollegetvm.ac.in/igac/maintenance-policy/">http://mgcollegetvm.ac.in/igac/maintenance-policy/</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

1321

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

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

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

29



File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

**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**

**D. 1 of the above**

File Description	Documents
Link to Institutional website	<a href="https://mgcollegetvm.ac.in/events/">https://mgcollegetvm.ac.in/events/</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

**10**

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

**0**

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The Institution has a transparent mechanism for timely redressal of student**

**A. All of the above**

**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**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 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

11

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

### 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

165

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of student progression to higher education	<a href="#">View File</a>

### 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

10

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

### 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.

13

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

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 )

Our institution, Mahatma Gandhi College is a leading higher education institution owned by Nair Service Society, is an aided college affiliated to the University of Kerala. Students are considered to be the active stakeholders A statutory representative body of students are constituted every year through election/nomination system on the basis of competence, merit and attendance. Since the Honourable high court of Kerala has issued an order posing a restriction on the student political activity and intrusion of politics within the affiliated college, union elections are not followed in the normal format. But to ensure the exposure of students into the political arena, the college has taken effective steps to overcome this by electing representatives not only to academic and other co-curricular bodies. This committee coordinates and regulates curricular, co-curricular and extracurricular activities of the college. Department level programs are conducted under the leadership of the class representatives of the UG and PG classes of the concerned departments. Students are also active members/coordinators of various committees like women's cell, equal opportunity cell. IQAC, NSS and NCC units They are selected to programmes like Scholar Support Programme (SSP) , Walk With Scholar (WWS) for , Additional Skills Acquisition Programme.

File Description	Documents
Paste link for additional information	<a href="https://mgcollegetvm.ac.in/extracurricular/associations/college-union/">https://mgcollegetvm.ac.in/extracurricular/associations/college-union/</a>
Upload any additional information	<a href="#">View File</a>

### 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

10

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

### 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

In keeping with the policy of our Management, the college maintains a registered alumni, without accepting direct financial aids. The alumni of the college who are in reputed positions maintain continuous connections with their parent institution and hence the college has a strong alumni who lend unconditional support to the institution. Though financial support is not accepted by the institution, the human resource support provides a real asset to our institution. Most important contribution is the motivation provided by the alumni through the knowledge resources and experience sharing. Department of Chemistry, Psychology, Sociology etc are strong in this regard. All the departments conduct alumni meet annually and the contributions in the form of books, mobile phones and laptops for needy in the times of pandemic was the immediate effect during the academic year 2020-2021. Some of the alumni members ensure the sharing of resources by accepting the invitation for guest lecturers/internship/placement/training/entrepreneurship. Various endowments have been instilled for meritorious students with the active alumni support. Some of the contributions are as follows:

#### 1. Exploring Contributions

**2. Sponsorships/scholarships/Endowments****3. Interactions with alumni and networking****4. Recognition of successful alumni for appreciation and felicitation.**

File Description	Documents
Paste link for additional information	<a href="https://mgcollegetvm.ac.in/alumni-association/">https://mgcollegetvm.ac.in/alumni-association/</a>
Upload any additional information	<a href="#">View File</a>

**5.4.2 - Alumni contribution during the year (INR in Lakhs) E. <1Lakhs**

File Description	Documents
Upload any additional information	<a href="#">View File</a>

**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

Mahatma Gandhi College stands for excellence, equity and inclusiveness and social justice in education and aims to set standards in educational excellence and competence through curriculum enrichment and information dissemination. The governance of the college is highly insightful and in keeping with the vision and mission. The mission of the institution is to provide cultural and physical training inputs for building a healthy and viable society through the balanced orientation towards basic and applied sciences with due importance to humanities and social sciences. The vision of the college envisages the translation of its motto "Sa Vidya Ya Vimukthaye" pragmatically. Education is seen as a means of socio-cultural emancipation and economic empowerment of the underprivileged masses and also as a tool for the development of character, competence and commitment.

The empowered team of the college involves Principal, convener of different committees, Teaching-staff, IQAC, non-teaching staff, student representatives, stakeholders and alumni. The principal

monitors the mechanism regarding administration and academic process. Finance committee, headed by principal deals with the finance received as various grants and amount received from other sources from overall development and maintenance of college. The financial requirements are proposed by various committees and the principal and the committee approves it.

File Description	Documents
Paste link for additional information	<a href="https://mgcollegetvm.ac.in/mission-vision/">https://mgcollegetvm.ac.in/mission-vision/</a>
Upload any additional information	<a href="#">View File</a>

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

The college has decentralized system of governance and management. College receives funds from various agencies like UGC, State Government, RUSA, KSCSTE (Kerala State Council for Science, Technology and Environment and DST (Department and Technology). Various committees of the college like the Council, Planning Board, CPE Committee, IQAC, Purchase Committee, department level committees monitor and execute the process along with precise utilization of these funds. Decision making regarding the execution of all the activities in the college is performed by the college council in which the Principal, Council Secretary, the heads of department, office superintendent and a student representatives play an active role. Council decisions are implemented by the heads of department and co-ordinators of various clubs and committees with the consent of other faculty members and students. The committee consists of management representative, CPE and Planning Committee member take decisions to utilize the allocated fund feasibly. The college officially communicates the approval of the tender submitted and they have to supply the items with in the stipulate whether it is from within the country or from outside. The purchase committee take steps to ensure that the tender agreements are complied with the details of the items.

File Description	Documents
Paste link for additional information	<a href="https://mgcollegetvm.ac.in/about/organogram/">https://mgcollegetvm.ac.in/about/organogram/</a>
Upload any additional information	<a href="#">View File</a>



## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The Institution's quality policy is well communicated through its vision and mission statements. Strategic plan and action plan are designed in such a manner that this quality policy is steered and deployed during every process. There is a regular monitoring mechanism to review the process. The following strategic plans have been organised in the following areas: Effective Leadership and Participative management

- Constant monitoring of Internal Quality Assurance System
- Ensuring effective governance
- Confirming the Overall Development through Student Participation
- Devising plans for Employees Advancement & Welfare
- Escalating Placements by collaborating with various industrial agencies and firms.
- Maintaining proper Discipline
- Addressing the Women/Student/Faculty Grievance
- Financial Planning & Management
- Promoting Internships
- Encouragement of Budding Entrepreneurs
- Guaranteeing Constant Growth in Research and Development
- Boosting Internal Revenue Generation
- Alumni Interaction and Outreach activities
- Mounting Physical Infrastructure

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://mgcollegetvm.ac.in/">https://mgcollegetvm.ac.in/</a>
Upload any additional information	<a href="#">View File</a>

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 institution comes under the purview of Government of Kerala



andUGC. KSR Kerala Service Rules invariably have effects on Service and Academic Matters of the Faculties. Mahatma Gandhi college is managed by Nair Service Society, the General Secretary of the NSS holds the highest position in the hierarchy. The Principal of the college plays a crucial role in the institution. The Academic Matters/ Curriculum/Examinations are exclusively based on norms prescribed in Statute and Regulations. Matter regarding infrastructure and appointments/recruitment/promotion are done by the management with the endorsement of units and the government DCE/DD. College Council Is a Statutory Body There Is an elected Governing Council Secretary for the College Council. The College Council acts as an advisory body to principal. From the administrative point of view, the Principal exercises full freedom and power to develop the institution in all areas of academics, infrastructure and administration. In the qualitative point of view, IQAC Coordinator plays a key role and constantly involves into the qualitative measures for academics, infrastructure and administration. Similarly HoDs, Chairman of each committee, faculty members and office superintendent are also given autonomy to execute the vision, mission and policy of the institution.

File Description	Documents
Paste link for additional information	<a href="https://mgcollegetvm.ac.in/about/organogram/">https://mgcollegetvm.ac.in/about/organogram/</a>
Link to Organogram of the institution webpage	<a href="https://mgcollegetvm.ac.in/about/organogram/">https://mgcollegetvm.ac.in/about/organogram/</a>
Upload any additional information	<a href="#">View File</a>

### 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	<a href="#">View File</a>
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

Our Institution gives priority to Staff welfare. Existing welfare measures for teaching and non-teaching staff includes maternity leave for six months, Group Insurance scheme for staff members, Immediate increments after earning Ph. D. Degree, provision of Medical and Casual Leave and Summer Vacation for staff. Apart from this, duty leave is allowed to attend Faculty Development Programmes regularly for professional up-gradation of the faculty. Flexible working hours for faculty, Centralized reprography facility (Xerox) for Teaching & Non-Teaching staff, Centralized canteen facility for Teaching and Non-Teaching staff, Wi-Fi campus for Teaching, Non-Teaching staff and Students are the other staff enhancement programmes devised by the college.

As per the provisions of provident fund act, institution contributes to Provident Fund. Salary advance facility from PTA is made available for teaching and non-teaching staff in case of urgency. Motivation through counselling is also available not only for students but also for staff members to create a healthy working environment. Women Empowerment Cell is established for creating venues for women members to flourish and gain momentum. The college has a Co-operative society which provides different types of loans and thereby financially support teaching and non-teaching staff equally in hours of need.

File Description	Documents
Paste link for additional information	<a href="http://mgcollegetvm.ac.in/cooperative-store/">http://mgcollegetvm.ac.in/cooperative-store/</a>
Upload any additional information	<a href="#">View File</a>

#### 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	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

### **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**

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	<a href="#">View File</a>
Reports of Academic Staff College or similar centers	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

### **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**

20

File Description	Documents
IQAC report summary	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

Performance appraisal system is implemented as per the guidelines from UGC.

**API for Teaching staff:**The faculty members are asked to fill API format at the end of the academic year. The proforma designed by the UGC are used in this regard. Teaching staff first claim their API scores and then the principal with the help of IQAC will finalize the scores based upon the documental evidences submitted by the teachers. The appraisal report of the faculty is submitted to the Principal through the respective heads of the departments.

Academic Audit is conducted annually by Academic committee. Assessment report is handed to Principal for further action.

**Student feedback:** Student feedback is taken on an annual basis and staff members are given a summarized report of the feedback. Staff members meet the Principal along with the HOD and necessary corrective measures are discussed.

**Performance Appraisal for Non teaching Staff :** The Principal directly monitors the non-teaching staff and regularly, conducts meetings regarding the administrative and financial aspects such as fee collection, scholarship status etc. The Non-teaching staff have to keep a record of their work in prescribed format.

File Description	Documents
Paste link for additional information	<a href="https://www.keralauniversity.ac.in/pdfs/ordersCirculars/UO_UGC_Regln_2018_Template_1620895791.pdf">https://www.keralauniversity.ac.in/pdfs/ordersCirculars/UO_UGC_Regln_2018_Template_1620895791.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 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 College has very effective mechanism to monitor effective use of financial resources. Expenses are first sanctioned by the Principal, who ensures that expenses are incurred for implementing institutional plans. Other requirement requisition is submitted to purchase committee headed by the Principal. Purchase committee invites tenders from various suppliers and quotations are evaluated for preparation of comparative statement before orders are placed. This ensures that right equipment is purchased at most competitive price. Further the accounts of the institution are subject to audit-internal and external and are audited regularly as per the Government rules. Internal audit is conducted every quarter and receipts are checked with fee receipts and payments with vouchers and supporting documents to ensure that all the payments are duly authorized and any discrepancy regarding this is brought to the notice of Principal. Further budget is prepared at the beginning of the year and actual expenses incurred during the year are compared with budget and any major variation is discussed by the principal with concerned person.

The external auditor conducts statutory audit at the end of financial year. The report of external auditor for last two years along with audited Balance Sheet and Income & Expenditure account is enclosed

File Description	Documents
Paste link for additional information	<a href="https://mgcollegetvm.ac.in/">https://mgcollegetvm.ac.in/</a>
Upload any additional information	<a href="#">View File</a>

## 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)

5.48

File Description	Documents
Annual statements of accounts	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

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

The college gets financial aid from government in the form of the salary . The salary grant is exclusively used by the college for the salary of the granted staff member. The salary is now online by the joint director office. It is credited in the bank account of the staff members. The salary of the guest faculty is paid out of the PTA funds collected from the students. For other expenditures the permission from the society is obtained and after that the expenditure by following due process is carried out. The college prepares the budget in the beginning of the year which is sent to the Management for their approval. After the approval is obtained the college carries out the expenditure by following the due process.

The major source of institutional receipts are grant for salary from the government, the fees collected from the students. The College has also received the grant from UGC FOR SPECIFIC purposes. The deficit if any is made good by the society. The audited income and expenditure statement for last four years is enclosed. The college is not in receipt of any other financial assistance other than that mentioned here.



File Description	Documents
Paste link for additional information	<a href="https://mgcollegetvm.ac.in/">https://mgcollegetvm.ac.in/</a>
Upload any additional information	<a href="#">View File</a>

## 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

Internal Quality Assurance Cell established in the year 2004, functions on the basis of the guidelines set forth by NAAC. The IQAC meets every quarterly to plan, direct, implement and evaluate the teaching, research and publication activities in the College. The sub-committees dealing with various activities and departments implement the IQAC guidelines and report the feedback. The College has prepared a Perspective Plan for the period of five years.

In the preparation of the Perspective Plan, the Internal Quality Assurance Cell (IQAC) of the College has taken initiatives. Inputs from all stakeholders, their expectations, management policies and goals and objectives of the College are considered as a base for formulation of the perspective plan. Student feedback mechanism, self-appraisal by teachers, f teachers training programmes, faculty improvement programmes, encouragement to teachers for research are some of the measures taken for quality sustenance and enhancement as a strategy.

'Mannam Scholarship' and Merit day honour students for the academic excellence. Alumni have instituted scholarship and endowment for the College/University toppers or securing PHD and sports and games. The Prospective Industrial Units and Approved Suppliers of Lab Equipments have also made contribution to this college every year to augment research and extension facilities.

File Description	Documents
Paste link for additional information	<a href="https://mgcollegetvm.ac.in/iqar/">https://mgcollegetvm.ac.in/iqar/</a>
Upload any additional information	<a href="#">View File</a>

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 University of Kerala/ UGC provides guidelines for the course syllabi, pattern of examination and passing criteria. As per the course design, College arranges semesterwise activities and plan for classes. The faculty ensure syllabus completion in particular academic year as per plan. The college authority with the help of different committees plan for factivities like Annual academic calendar, Semester wise teaching plan, Examination schedule including tutorials, Annual seminar / workshop schedule Annual plan for sports and extracurricular activities.

Teaching- Learning Process (TLP): are prepared semester wise, verified / checked at different stages in accordance with syllabus and scheme of examination. The effectiveness of teaching - learning process is reviewed on a regular basis. The inputs for such review may be from: Students' feedback, Results of internal tests and Quality of assignment submitted. The concerned faculty then plans for improvements which are monitored on a regular basis for their effectiveness. The students' educational needs and college administrative needs are managed through various operational committees. These committees have representation from faculty, staff and students, frames plans for its activities, schedules and monitors these activities to meet stipulated requirements. The committee seeks approval from Principal and briefs her on the status of its activities regularly.

File Description	Documents
Paste link for additional information	<a href="https://mgcollegetvm.ac.in/#">https://mgcollegetvm.ac.in/#</a>
Upload any additional information	<a href="#">View File</a>

**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)**

**C. Any 2 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://mgcollegetvm.ac.in/">https://mgcollegetvm.ac.in/</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## 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 is very keen on identifying the desires and aspirations of the new generation and the measures to enrich the abilities and professional skills of both boys and girls, without any discrimination. The institution ensures safety, security and well-being, along with gender equity and friendly working atmosphere.

- **Safety and Social Security:**The institution accords utmost priority to the safety and security of not only the students but also of the staff, and ensures a vigilant system so that every student, especially girl students, feel secured and protected to pursue their endeavors. Gender sensitization programs is a major step in this regard. The institution also hasCC (Close Circuit) cameras,different committees such as Anti - Ragging Committee, Students Grievance Committee and Discipline Committee looks into the issues of students.
- **Counselling:** Mental health is a prime concern like the physical health.Counseling can make a profound impact on the psyche of the students and helps them tackledifficult life situations. Tutorial system is a step towards confidence building among the students.
- **Common Room:** Girls' waitingRoom with an attached Wash Room to meet to their personal needs has adequate seating facility. There are separate wash room for boys and staff.

File Description	Documents
Annual gender sensitization action plan	<a href="http://mgcollegetvm.ac.in/wp-content/uploads/2022/03/GENDER-EQUITY-INITIATIVES-2020-21.pdf">http://mgcollegetvm.ac.in/wp-content/uploads/2022/03/GENDER-EQUITY-INITIATIVES-2020-21.pdf</a>
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	<a href="http://mgcollegetvm.ac.in/wp-content/uploads/2022/03/GENDER-EQUITY-INITIATIVES-2020-21.pdf">http://mgcollegetvm.ac.in/wp-content/uploads/2022/03/GENDER-EQUITY-INITIATIVES-2020-21.pdf</a>

**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**

**C. Any 2 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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**

There are different types of wastes disposed in the college for which there is a proper system functioning. The following wastes are being disposed by the college: Solid Waste Management system in the college is a place where the solid wastes materials are disposed. It is to be noticed that there is flagship program of the state government that comprises of the concept of solid waste management. Keeping this in view, the college also manages its solid waste management system.

**Liquid Waste Management-** The waste water is expelled through the sewage system, a system managed by the Public Welfare Department of the state government. There is no biomedical waste management system in the college.

**E-waste Management-** E waste is collected in the college and in 2-3 years steps are taken to dispose them. There is no e-waste

management system in the college.

Waste recycling system- There is no system of Waste recycling in the college. However, steps have been taken to avoid the accumulation of waste in campus.

The e-medical Waste Management- There is no e-medical waste management system in the college.

Hazardous chemicals and radioactive waste management- There is no Hazardous chemicals and radioactive waste management system in the college.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="#">View File</a>

**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	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:** C. Any 2 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	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

### 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**

**E. None of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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**

**C. Any 2 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
Details of the Software procured for providing the assistance	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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).

Inspite of the fact that the college is run by Nair Service Society, the institution believes in equality of all cultures and traditions as is evident from the fact that students belonging to different caste, religion, regions are studying without any discrimination. Though the institution has diverse socio-cultural background and different linguistic, we do not have any intolerance towards cultural, regional, linguistic, communal socio economic and other diversities. The institution believes in equality of all cultures and traditions as is evident from the fact that students belonging to different caste, religion, regions are studying without any discrimination. Though the institution has diverse socio-cultural background and different linguistic, we do not have any intolerance towards cultural, regional, linguistic, communal socio economic and other diversities. Rashtriya Ekta Diwas pledge is taken by staff and students on National Integration Day every year. By celebrating many National and International Days, events and festivals, the institution aims at bringing tolerance and harmony among the students and the staff and other stakeholders. To name some are the Independence day, Republic Day, International Womens' Day, Teacher's Day, National Youth Day, Gandhi Jayanthi, Anti Ragging awareness, International Yoga Day, NSS Day and Sports day. Thus we discover unity in diversity.



File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

The institution sensitizes the students and the employees to the constitutional obligations about values, rights, duties and responsibilities and constantly works upon to nurture them as better citizens of the country through various curricular and extra-curricular activities. The institute hoists the flag during national festivals and invites eminent persons to inspire students and staff by informing the qualities of freedom fighters and to emphasize the duties and responsibilities of citizens. The college establishes policies that reflect core values. Code of conduct is prepared for students and staff and everyone should obey it. The institution encourages participation of students in Sports and Games, NCC and NSS at National level to strengthen nationwide bond and relation. The institution has strived hard to increase the level of awareness and appropriate practices amongst the students in the following areas: Fundamental Duties and Rights of Indian Citizens. The students enthusiastically participated in various online activities like Webinar, conferences, expert talks, poster making competition, competition on various contemporary legal issues. legal awareness camps to impart awareness of such issues etc. Constitutional Obligations: The students of Economics have participated in parliament house visits to promote the awareness about various constitutional and legal obligations.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="https://mgcollegetvm.ac.in/extra-curricular/">https://mgcollegetvm.ac.in/extra-curricular/</a>
Any other relevant information	<a href="https://mgcollegetvm.ac.in/coursehv/">https://mgcollegetvm.ac.in/coursehv/</a>

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts** D. Any 1 of the above



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

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
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	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The institution sensitizes the students and the employees to the constitutional obligations about values, rights, duties and responsibilities and constantly works upon to nurture them as better citizens of the country through various curricular and extra-curricular activities. The institute hoists the flag during national festivals and invites eminent persons to inspire students and staff by informing the qualities of freedom fighters and to emphasize the duties and responsibilities of citizens. The college establishes policies that reflect core values. Code of conduct is prepared for students and staff and everyone should obey it. The institution encourages participation of students in Sports and Games, NCC and NSS at National level to strengthen nationwide bond and relation. The institution has strived hard to increase the level of awareness and appropriate practices amongst the students in the following areas: Fundamental Duties and Rights of Indian Citizens. The students enthusiastically participated in various online activities like Webinar, conferences, expert talks, poster making competition, competition on various contemporary legal issues. legal awareness camps to impart awareness of such issues etc. Constitutional Obligations: The students of Economics have participated in parliament house visits to promote the awareness about various constitutional and legal obligations.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

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

In the wake of pandemic when only virtual world was open to us, our institution introduced a programme Watch and Chat, to meet the needs of students sitting at home. Various departments were instructed to conduct creative programmes under this head. An initial step in this regard was taken by Postgraduate Department of Zoology and Research Centre, which organised a Webinar series titled 'Aranyani'. The event commenced on 19 th August 2020 and continued till March 2021. Each seminar was an eye opener to the virtual world where we could experience the fauna and its varieties.

Counselling Therapy is another best practice initiated by the department of psychology, which combines knowledge and care. The motto of counselling was the fulfilment of 3R's- Recover, Relieve and Relive. The main objective was to help the learners relax and enrich their mental health. The overall development of personality, self-confidence, self-esteem and tackling turbulent life situations was its aim. The faculty of the psychology department took the initiative to impart stress relaxation techniques to students. The initial counselling sessions helped to identify the introverts, disadvantaged and less privileged learners who needed guidance promoting emotional well being.

File Description	Documents
Best practices in the Institutional website	<a href="http://mgcollegetvm.ac.in/wp-content/uploads/2022/03/BEST-PRACTICES-1.pdf">http://mgcollegetvm.ac.in/wp-content/uploads/2022/03/BEST-PRACTICES-1.pdf</a>
Any other relevant information	<a href="http://mgcollegetvm.ac.in/wp-content/uploads/2022/03/BEST-PRACTICES-1.pdf">http://mgcollegetvm.ac.in/wp-content/uploads/2022/03/BEST-PRACTICES-1.pdf</a>

### 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

The College has provided tremendous thrust and priority to the Vision of the founding father of Nair Service Society. The Vision of the College is to educate, enable and empower youth and bridge the knowledge and financial gap. The College emphasizes the need to mainstream the marginalized and weaker sections of students to ensure justice and equity in society. The Mission is to steer the education it offers not only towards the pragmatic goal of employability, but also to build a healthy life and a sound mind. The institution also sensitizes and orient its students to the service of the community, in the quest for a better life for society and the world that we inhabit. During Covid-19 pandemic in 2020, the college provided a vital support structure to conduct Online Teaching-Learning. The faculty members and cooperative society provided mobile phones to those students whose family could not support their needs. The NSS and NCC of the college are highly oriented towards social service and provided food materials to support the needs of daily bread winners during lock down period. The College is committed to support extraordinary talents in the young, enthusiastic learners to realize their dreams and aspirations.

## 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

At the beginning of each academic year, the college prepares an academic calendar in accordance with the University academic almanac. The College Level Monitoring Committee (CLMC), details of which is published in the college website, initiates the proper implementation of the charted plan of action in order to ensure the smooth execution of the curriculum. The Department Level Monitoring Committee (DLMC) synchronises the scheduled academic activity within the department. The Induction Programme conducted initiates the students into the semester system. The class tutors are assigned with the task of intimating the schedule of various courses to the students and acquaint them with the syllabus.

The Continuous Internal Evaluation (CIE) is done in accordance with the academic calendar. During each semester, the progress made is examined and an academic audit is prepared, submitted to the Principal Academic audit is also performed in each semester. After analysing the reports, the suggestions evolved are conveyed to the department and the implementation of the remedial measures is also ensured. Thus, the college is able to attain an optimum level of curriculum delivery through a consistent and incessant process of teaching-learning and evaluation that greatly benefits the students in their all-round personality development.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://www.keralauniversity.ac.in/scheme-syllabus-regulations">https://www.keralauniversity.ac.in/scheme-syllabus-regulations</a>

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

An academic calendar is prepared by the college in accordance with the academic calendar prepared by the University of Kerala. All the activities in the college as a whole and each department

in particular are designed in terms with the college academic calendar. A College academic calendar is prepared by the college, semester-wise following the calendar of university, after discussion with all stake holders. It merged with the Activity Calendar which includes the extra-curricular and cocurricular activities of the students. It contains the following categories of activities: Commencement of class Orientation and Induction programme Extra-curricular events like NSS activities, NCC activities and Blood Donation camps; Co-curricular events like student participation in sports, games and cultural activities. The celebration of international, national and regionally important days which inculcate human values and practices, form an integral part of the academic calendar. Mentoring activities like individual interaction between Faculty Mentors and Student Specific dates for conduction of Continuous Evaluations for theory and sessions for Practical papers. Commemorative events, Holidays and Semester-break comes under the purview of the academic calendar. For continuous internal evaluation the institute adheres to the academic calendar prepared by it based on the academic calendar of the affiliating University.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="http://mgcollegetvm.ac.in/wp-content/uploads/2022/03/ACADEMIC-CALENDAR_2020-2021-LATEST-1.pdf">http://mgcollegetvm.ac.in/wp-content/uploads/2022/03/ACADEMIC-CALENDAR_2020-2021-LATEST-1.pdf</a>

**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	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 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

20

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 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	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

74



File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

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

To incorporate and amalgamate the crosscutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum, the institution has introduced courses that teach Values and Ethics in Profession, Environmental Studies and Disaster Management etc. in its UG programme. The University has introduced Language course and Foundation Course text books at semesters 1-3 for students of all disciplines. College has gender sensitization programmes such as seminars, workshops, group discussions to sensitize the gender issues. Class representatives are equal with both boys and girls. Without gender discrimination female students are represented in NCC, E- Cell etc. Environment and Sustainability are one of the ardent issues, addressed by the Institute. Regular awareness programs are conducted including the popular ones being 'Tree Plantation' and 'Clean India Swachh Bharat Campaign'. NSS and NCC conduct regular activities on gender laws and sustainability. Disaster Management, a topic of current importance is also part of the curriculum. Environmental Science is taught in different UG programmes as a compulsory subject. Some more subjects like Human Resource Management is also there compulsorily in the curriculum for UG second year students. University has also included a new paper The Constitution of India in the UG curriculum for third year students.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

### 1.3.2 - Number of courses that include experiential learning through project work/field



**work/internship during the year**

38

File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View File</a>
MoU's with relevant organizations for these courses, if any	<a href="#">View File</a>
Institutional Data in Prescribed Format	<a href="#">View File</a>

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

167

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

**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	<a href="http://mgcollegetvm.ac.in/wp-content/uploads/2022/03/Action-taken-report-CRITERIA-I-FEEDBACK-2021-1.pdf">http://mgcollegetvm.ac.in/wp-content/uploads/2022/03/Action-taken-report-CRITERIA-I-FEEDBACK-2021-1.pdf</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**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	<a href="#">View File</a>
URL for feedback report	<a href="http://mgcollegetvm.ac.in/wp-content/uploads/2022/03/action-taken-report-FEED-BACK-ANALYSIS-OF-STUDENT-SATISFACTION-SURVEY-2021-1.pdf">http://mgcollegetvm.ac.in/wp-content/uploads/2022/03/action-taken-report-FEED-BACK-ANALYSIS-OF-STUDENT-SATISFACTION-SURVEY-2021-1.pdf</a>

## 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

**791**

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**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**

783

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 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 assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners Institute admits diversified students from different social and economic backgrounds and the ability and extent of learning of the students is highly influenced by their personal abilities and other attributes. Institute has developed a structured mechanism for assessing the learning levels of the students. The first interaction occurs during the mandatory Induction Programme, with professors assessing, identifying, and differentiating the students. Mentees' learning ability is identified by the Mentors based on their academic performance, behaviour, social and psychological aspects during the individual interaction session. The first Continuous Evaluation process helps the faculty identify Slow and Advanced Learners. With regard to the program for Slow Learners, each mentor is assigned with a group of students per year to provide one-to one counselling for overall improvement. Extra and Remedial classes are conducted for the slow learners including efforts to improve the basic skills in their own subjects and English. Advanced learners are motivated to attend webinars, seminars, expert lectures intimated through Government initiated programmes WWS, SSP and ASAP. Students are instigated into innovative projects and research work.

File Description	Documents
Paste link for additional information	<a href="https://mgcollegetvm.ac.in/extra-curricular/unnathi/">https://mgcollegetvm.ac.in/extra-curricular/unnathi/</a> <a href="https://mgcollegetvm.ac.in/extra-curricular/walk-with-scholars/">https://mgcollegetvm.ac.in/extra-curricular/walk-with-scholars/</a> <a href="https://mgcollegetvm.ac.in/extra-curricular/student-support-program/">https://mgcollegetvm.ac.in/extra-curricular/student-support-program/</a> <a href="https://mgcollegetvm.ac.in/extra-curricular/asap-additional-skill-acquisition-program/">https://mgcollegetvm.ac.in/extra-curricular/asap-additional-skill-acquisition-program/</a>
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
2546	90

File Description	Documents
Any additional information	<a href="#">View File</a>

### 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 college has been focusing on innovative and creative ways of disseminating, sharing, and facilitating knowledge development in students, adopting student-centric methods which are central to Outcome-Based Education (OBE). Course Delivery Methods like Group Discussions, Seminars/Mini projects, Case studies, Simulations and experimental exercises Lab experimental work Class Assignments/Quizzes are made use of.

Individual learning- The prominent method of individual learning in the days of pandemic is through e-resources. E-learning tools like educational videos, awareness of SWAYAM, Coursera, Project, etc. let students learn independently and enhance classroom learning. Learners are encouraged to enrol and get certification for online courses, most effective means of self-paced learning.

Experiential learning- Student-centric learning is provided in the practical sessions to apply concepts learned in the classroom. Internships/ Vocational training. Final Year group Projects, seminars and workshops. Short Visit to nearby

industries/labs by research students enhance and provide first hand experience.

Participative /collaborative learning-Participating in intra-college, state, and national project competitions. Invited talks by experts and alumni from the industry and academia. Sharing of resources with nearby colleges bridge the gaps in the curriculum.

Problem-based learning promotes students' critical thinking to find solutions in real-life situations.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="#">NIL</a>

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

A blend of ICT enabled teaching in addition to the traditional classroom education is effectively used by the institution. The institution ensures to provide e-learning atmosphere in the classroom. Along with the chalk and talk method of teaching, the faculty members make efforts to use the IT enabled learning tools such as PPT, Video clippings, Audio system, online sources, to expose the students for advanced knowledge and practical learning. Classrooms are fully furnished with LCD/OHP/Computers. Most of the faculty use interactive methods for teaching. The major emphasis is on classroom interaction in terms of research paper presentations, seminars, debates, group discussions, assignments, quiz/tests/viva and laboratory work.

The institute premises are equipped with wi-fi and all the departments effectively use the wi-fi facility for teaching learning process as the medium of education shifted itself to online mode. Language lab is effectively employed by the language departments. Specialized computer laboratory with an internet connection has been provided to promote independent learning. MAC-ID based Wi-Fi facility for access of internet is provided on individual laptop and mobile devices. LMS facility introduces different courses to the learners. Sound security and privacy is provided to Wi-Fi users.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

### 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

90

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
Mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

#### 2.4.1 - Number of full time teachers against sanctioned posts during the year

103

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

#### 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

50	
File Description	Documents
Any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>
<b>2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)</b>	
<b>2.4.3.1 - Total experience of full-time teachers</b>	
245	
File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>
<b>2.5 - Evaluation Process and Reforms</b>	
2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.	
<p>Question paper setting, submission of answer scripts, internal marks entry in the University website and other things related to the conduct of examination are done according to academic calendar, following the rules prescribed by the university. Exams are conducted in three hours and for 80 marks. The answer scripts are valued by concerned faculty and are given to the students. The internal marks to be uploaded in the University site are published in the Department notice board, beforehand. In addition, the seminars and assignments prepared by the students are checked by the faculty members and the mark lists are kept in the department for future reference. Syllabus for the test is communicated to students by class teachers well in advance. The institution has prepared standard formats for question papers depending upon the subject based Course Outcomes (COs) for Continuous Assessment (CA). Internal exam committee monitors the proper conduct of examinations. The question papers are collected</p>	



and exams conducted in centralised manner through online mode and has implemented evaluation of internal exam papers, which has helped in speeding up the evaluation process and increasing transparency. Any discrepancy found in the assessment can be raised. The examination system is thus completely transparent.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://mgcollegetvm.ac.in/rules/internal-assessment/">https://mgcollegetvm.ac.in/rules/internal-assessment/</a>

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

The internal examination system is transparent in our institution. The intimations from question paper setting to conduct of examination is carried out by the Internal Examination Committee of the college. The concerned faculty value the answer scripts and the marks are published in the department noticeboard. Any issues regarding the discrepancy in assessment can be raised by the students in 10 days to their respective departments. The HOD will discuss it with the concerned faculty to solve the issue. Only those issues incapable of being solved by the department will be taken to Internal Exam Committee headed by the Principal. It is a time bound process and in the last academic year mostly the examinations were conducted in online mode during pandemic days and no grievance was raised.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://mgcollegetvm.ac.in/rules/internal-assessment/">https://mgcollegetvm.ac.in/rules/internal-assessment/</a>

## 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.

Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students. Institution follows the outcome-based education following Bloom's Taxonomy. PSOs are identified after detailed deliberation with the stakeholders. The College is

following the COs as specified by specified by the university of Kerala. The POs, PSOs, and COs are disseminated through Institution Website, Prospectus, Course file, Departments, Laboratories, etc. As a part of the Induction Programme, a briefing is done about POs, PSOs, and COs, and other academic details to the fresh batch of students of respective academic programs. Each Course Outcome is mapped to Program Outcomes in terms of relevance. Three levels of relevance are based on the degree of correlation i.e. 1 for low, 2 for medium, and 3 for high correlation. Contribution of course to each PO is expressed in terms of the average relevance of COs mapped to that particular PO. Similarly, the value computed for all the courses including first-year courses is entered for the corresponding PO and PSOs. The agreed-upon COs form the basis for achieving POs and PSOs and thus contributing towards achieving the Mission and Vision of the Institute.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="http://mgcollegetvm.ac.in/wp-content/uploads/2018/02/Programe-Course-and-outcome.pdf">http://mgcollegetvm.ac.in/wp-content/uploads/2018/02/Programe-Course-and-outcome.pdf</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

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

The efficiency and effectiveness of the process of attainment of POs and COs is monitored, assessed, and improved by taking inputs from the discussion/suggestion/decision taken in the meetings of the Departments, Academic Council, and IQAC Cell. The following method is used to assess course outcomes. Course attainment levels are defined based on prior performance and are expressed as a proportion of students achieving a target score. Theory subjects: 1. Internal Evaluation (weightage 20%) Continuous internal assessment 1. External Evaluation (weightage 80%) University theory examination Practical Subjects: 1. Internal Evaluation (weightage 20%) Lab performance Practical continuous assessment 1. External Evaluation (weightage 80%) University practical examination Each CO has a target level and is achieved if the attainment is equal to or exceeds the target. Once the total attainment of CO is calculated, it is used for measuring the level of attainment of POs and PSOs. Direct Attainment (80% weightage) and Indirect attainment (20% weightage). Direct

attainment is calculated from CO attainment based on four Continuous Assessments and Semester Examination and Indirect attainment is calculated based on 25% Program Exit Survey + 50% Alumni survey + 25% Employer Survey.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://mgcollegetvm.ac.in/rules/internal-assessment/">https://mgcollegetvm.ac.in/rules/internal-assessment/</a>

### 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

685

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="https://exams.keralauniversity.ac.in/ResultAnalysis/#">https://exams.keralauniversity.ac.in/ResultAnalysis/#</a>

### 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)

<http://mgcollegetvm.ac.in/wp-content/uploads/2022/03/action-taken-report-FEED-BACK-ANALYSIS-OF-STUDENT-SATISFACTION-SURVEY-2021-1.pdf>

### 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)**

20.65

File Description	Documents
Any additional information	<a href="#">View File</a>
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

**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**

50

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**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)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	<a href="#">NIL</a>

**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 has a well-balanced and harmonious ecosystem of research and innovative knowledge. Student centric innovative and extension activities are devised by our college. Various activities are conducted to nurture and nourish youth's minds. These activities help students to understand the various problems faced by the society. In the institution there are a variety of clubs and committees such as Literary club, womens' cell, N.S.S. N.C.C, Sports Skill and Entrepreneurship development centre through which students and faculty members are encouraged to undertake innovative activities which are helpful for creation and transfer of knowledge.

Mahatma Gandhi College Annual Research Conference (MGC-ARC), facilitate and monitor research activities in the college. But due to pandemic, the event was shifted to online mode. Recently, the college has constituted Entrepreneurship Development Cell (EDC) for empowering students. National Service Scheme of the college has adopted a nearby economically backward place, Korakulam as part of Institutional adoption scheme. The college promoted participation of students in different co-curricular activities such as extension services, art and craft, NCC seminar presentation, youth festival, group discussion, brain storming, role playing and many more to equip the students and promote their holistic development.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://mgcollegetvm.ac.in/">https://mgcollegetvm.ac.in/</a>

### 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

3

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 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	<a href="#">NIL</a>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 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

29

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

#### 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

8

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 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

Conducive environment for holistic development is developed by close interaction with the society. National Service scheme plays a major role in acquainting the students to their social environment and helping their all-round development. On 20 December 2020 NSS units organised a plastic-free campus campaign. Other than NSS and NCC units, the various departments of the college is conscious about its responsibilities for shaping students into responsible citizens of the country by making students aware of social issues through various programmes like Environmental Awareness, Personal Health and Hygiene, Diet awareness, , Plastic eradication, , Programme on female foeticide, organizing visit to Orphanages and Blood group detection , Health check-up camps, Blood donation camps etc.

File Description	Documents
Paste link for additional information	<a href="https://mgcollegetvm.ac.in/#">https://mgcollegetvm.ac.in/#</a>
Upload any additional information	<a href="#">View File</a>

**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**

3



File Description	Documents
Any additional information	<a href="#">View File</a>
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

**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**

18

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

**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**

822

File Description	Documents
Report of the event	No File Uploaded
Any additional information	<a href="#">View File</a>
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

<b>3.5 - Collaboration</b>	
<b>3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year</b>	
<b>3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year</b>	
7	
File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>
<b>3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year</b>	
<b>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</b>	
1	
File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>
<b>INFRASTRUCTURE AND LEARNING RESOURCES</b>	
<b>4.1 - Physical Facilities</b>	
4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.	
The college has adequate physical and academic facilities required as per University Grant Commission guidelines to run the different programs. The college campus comprises various	

departments in Arts, Commerce and Science streams are located in the separate blocks. The Classrooms, Laboratories and Seminar Halls are well equipped along with computing system and Internet facility. Besides the building, the college has spacious playground for sports activities. The college campus is maintained with clean and neat atmosphere. A spacious garden with pavements in the campus is developed. 'Eco-Friendly Class Room' is an initiative to provide the importance of Nature in the process of teaching and learning, cultivated in the campus. It is situated adjacent to the Language Department. The college is well-equipped with the physical and technology-enabled infrastructure that supports to run smoothly the existing academic programmes and administration. Well-furnished, ICT enabled classrooms and laboratories, Spacious seating arrangements with the qualitative furniture, Cleanliness, light and ventilation facilities are maintained. Black Boards and White Boards are available in the classrooms. A well-furnished computerized administrative office. Well-equipped 07 Laboratories i.e. Chemistry, Botany, Physics, Zoology and Commerce. Well ventilated Auditorium and Seminar Hall with ICT facilities is also available in the college.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://mgcollegetvm.ac.in/">https://mgcollegetvm.ac.in/</a>

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

The institution gives utmost importance to the overall development of the students and organizes various sports, games, and cultural activities on campus regularly. To support this, the institution has the following facilities which are kept open beyond the working hours for students and staff. Facilities and Infrastructure are available at Gym. The college has amenities for both Indoor and Outdoor games-a standard athletic stadium which is also used for playing football and all other major games. A neatly equipped Fitness Center has been smoothly functioning in the College since 2005. There is a volley ball court, shuttle badminton court and a shuttle badminton court for girls.

Sports Amenities Available In Our College: Football field and

equipments, Athletics track and field and equipments, Cricket nets and equipments, Volleyball court and equipments, Shuttle court and equipments, Net ball court and equipments, roll ball posts and equipments, Gymnasium and weight training equipments, multi set, Bicycle ergo meter, Plyometrics training equipments, Electronic weighing machine scale 500Kg, Body composition machine, Baseball kit, softball kit, Weightlifting and power lifting set and floor mat, carom set, chess board, Table tennis table and equipments.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://mgcollegetvm.ac.in/departments/physical-education/facilities">https://mgcollegetvm.ac.in/departments/physical-education/facilities</a>

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

43

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://mgcollegetvm.ac.in/computer-labs/#">https://mgcollegetvm.ac.in/computer-labs/#</a> <a href="https://mgcollegetvm.ac.in/uncategorized/digital-class-rooms/">https://mgcollegetvm.ac.in/uncategorized/digital-class-rooms/</a> <a href="https://mgcollegetvm.ac.in/facilities/internet-facilities/">https://mgcollegetvm.ac.in/facilities/internet-facilities/</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 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)

46.5

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

### 4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Library is automated using open source integrated library management system koha with the version 20.05.02.000 in 2020. Koha encapsulates all modules required for a comprehensive library software. Koha visualizes comprehensive functionality including basic and advanced options. Koha incorporates modules for acquisition, circulation, cataloging, serials management, authorities, flexible reporting, label printing, multi-format notices, offline circulation etc. Koha has full text searching facility and an enhanced catalogue display that can use content from Amazon, Google, LibraryThing, Open Library, and Syndetics, among others. Koha is built using library standards and protocols such as MARC 21, UNIMARC, z39.50, SRU/SW, SIP2, SIP/NCIP, ensuring interoperability between Koha and other systems and technologies, while supporting existing workflows and tools. The library is partially automated using koha with 67900+ documents. Email alert facility is incorporated for various user categories.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://mgcollegetvm.ac.in/library/">https://mgcollegetvm.ac.in/library/</a>

**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**

**B. Any 3 of the above**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

#### 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)

.0925

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

#### 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

850

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

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

Different digital technological facilities are available in the college. There are smart classrooms,smart lab and a digitally equipped Seminar Hall and digitally equipped laboratories available in the college. The up-gradation work of English language laboratory is also progressing. A well-equipped computer

lab is also functioning in the college. The students of the college have access to the computer lab. The college building and the library building are facilitated with the Wi-Fi connectivity. There is a plan to extend the Wi-Fi connectivity facility to the newly constructed building (under the RUSA scheme). There is open access of Wi-Fi connectivity to all student and the staff members of the college. All the departments of the college are provided with computer and other related accessories. Most of the official work is being done with the help of ICT. Following are some basic facilities for updating: College itself formats the computer without any fees and with the help of computer operator. Anti-virus is regularly installed in computer. All computer have anti-virus and Wi-Fi connectivity mainly those in Principal's chamber, Office-room, IQAC room, various departments including library and laboratories. CCTV is installed in classrooms where exams are conducted.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://mgcollegetvm.ac.in/facilities/">https://mgcollegetvm.ac.in/facilities/</a>

#### 4.3.2 - Number of Computers

164

File Description	Documents
Upload any additional information	<a href="#">View File</a>
List of Computers	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 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)**

47.95

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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.

The infrastructure of the College is constituted by essential features like buildings, classrooms and playgrounds, and advanced facilities like ICT-enabled classrooms and laboratory facilities. It is also ensured that no facility is inaccessible to all the students. The major funds which aid in the enrichment and maintenance of the infrastructural facilities are from the Management, PTA and governmental agencies. Minor Research Projects and Major research projects. Our management, The Nair Service Society, a synonym for service and social commitment was founded by the late Sri. Mannathu Padmanabhan and opened an array of educational institutions, hospitals and other socially beneficial institutions all over Kerala. Nair Service Society (NSS) is a non-profitable organization which, among many other objectives, is obliged to impart equitable education as a means of socio-cultural emancipation and women empowerment. The College intimates to the NSS when the need for works towards the establishment, repair or development of the infrastructure arises. PTA promotes the smooth functioning of the college, provide fund for day to day maintenance of the college including electricity, water and other service charges, appointing teaching and non teaching temporary staff for the smooth functioning of the academic and administrative activities.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://mgcollegetvm.ac.in/igac/maintenance-policy/">http://mgcollegetvm.ac.in/igac/maintenance-policy/</a>

## 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

1321

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

#### 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

29

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>
<b>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>	<b>D. 1 of the above</b>
File Description	Documents
Link to Institutional website	<a href="https://mgcollegetvm.ac.in/events/">https://mgcollegetvm.ac.in/events/</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>
<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
<b>10</b>	
<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
<b>0</b>	
File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>
<b>5.1.5 - The Institution has a transparent mechanism for timely redressal of student</b>	<b>A. All of the above</b>

**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**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 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

**11**

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

### 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

**165**

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of student progression to higher education	<a href="#">View File</a>

**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**

10

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

**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.**

13

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

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 )

Our institution, Mahatma Gandhi College is a leading higher education institution owned by Nair Service Society, is an aided college affiliated to the University of Kerala. Students are considered to be the active stakeholders A statutory representative body of students are constituted every year through election/nomination system on the basis of competence, merit and attendance. Since the Honourable high court of Kerala has issued an order posing a restriction on the student political activity and intrusion of politics within the affiliated college, union elections are not followed in the normal format. But to ensure the exposure of students into the political arena, the college has taken effective steps to overcome this by electing representatives not only to academic and other co-curricular bodies. This committee coordinates and regulates curricular, co-curricular and extracurricular activities of the college. Department level programs are conducted under the leadership of the class representatives of the UG and PG classes of the concerned departments. Students are also active members/coordinators of various committees like women's cell, equal opportunity cell. IQAC, NSS and NCC units They are selected top programmes like Scholar Support Programme (SSP) , Walk With Scholar (WWS) for , Additional Skills Acquisition Programme.

File Description	Documents
Paste link for additional information	<a href="https://mgcollegetvm.ac.in/extracurricular/associations/college-union/">https://mgcollegetvm.ac.in/extracurricular/associations/college-union/</a>
Upload any additional information	<a href="#">View File</a>

### 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

10

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

### 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

In keeping with the policy of our Management, the college maintains a registered alumni, without accepting direct financial aids. The alumni of the college who are in reputed positions maintain continuous connections with their parent institution and hence the college has a strong alumni who lend unconditional support to the institution. Though financial support is not accepted by the institution, the human resource support provides a real asset to our institution. Most important contribution is the motivation provided by the alumni through the knowledge resources and experience sharing. Department of Chemistry, Psychology, Sociology etc are strong in this regard. All the departments conduct alumni meet annually and the contributions in the form of books, mobile phones and laptops for needy in the times of pandemic was the immediate effect during the academic year 2020-2021. Some of the alumni members ensure the sharing of resources by accepting the invitation for guest lecturers/internship/placement/training/entrepreneurship. Various endowments have been instilled for meritorious students with the active alumni support. Some of the contributions are as follows:

#### 1. Exploring Contributions



**2. Sponsorships/scholarships/Endowments****3. Interactions with alumni and networking****4. Recognition of successful alumni for appreciation and felicitation.**

File Description	Documents
Paste link for additional information	<a href="https://mgcollegetvm.ac.in/alumni-association/">https://mgcollegetvm.ac.in/alumni-association/</a>
Upload any additional information	<a href="#">View File</a>

**5.4.2 - Alumni contribution during the year (INR in Lakhs)****E. <1Lakhs**

File Description	Documents
Upload any additional information	<a href="#">View File</a>

**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

Mahatma Gandhi College stands for excellence, equity and inclusiveness and social justice in education and aims to set standards in educational excellence and competence through curriculum enrichment and information dissemination. The governance of the college is highly insightful and in keeping with the vision and mission. The mission of the institution is to provide cultural and physical training inputs for building a healthy and viable society through the balanced orientation towards basic and applied sciences with due importance to humanities and social sciences. The vision of the college envisages the translation of its motto "Sa Vidya Ya Vimukthaye" pragmatically. Education is seen as a means of socio-cultural emancipation and economic empowerment of the underprivileged masses and also as a tool for the development of character, competence and commitment.

The empowered team of the college involves Principal, convener of different committees, Teaching-staff, IQAC, non-teaching

staff, student representatives, stakeholders and alumni. The principal monitors the mechanism regarding administration and academic process. Finance committee, headed by principal deals with the finance received as various grants and amount received from other sources from overall development and maintenance of college. The financial requirements are proposed by various committees and the principal and the committee approves it.

File Description	Documents
Paste link for additional information	<a href="https://mgcollegetvm.ac.in/mission-vision/">https://mgcollegetvm.ac.in/mission-vision/</a>
Upload any additional information	<a href="#">View File</a>

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

The college has decentralized system of governance and management. College receives funds from various agencies like UGC, State Government, RUSA, KSCSTE (Kerala State Council for Science, Technology and Environment and DST (Department and Technology). Various committees of the college like the Council, Planning Board, CPE Committee, IQAC, Purchase Committee, department level committees monitor and execute the process along with precise utilization of these funds. Decision making regarding the execution of all the activities in the college is performed by the college council in which the Principal, Council Secretary, the heads of department, office superintendent and a student representatives play an active role. Council decisions are implemented by the heads of department and co-ordinators of various clubs and committees with the consent of other faculty members and students. The committee consists of management representative, CPE and Planning Committee member take decisions to utilize the allocated fund feasibly. The college officially communicates the approval of the tender submitted and they have to supply the items within the stipulate whether it is from within the country or from outside. The purchase committee take steps to ensure that the tender agreements are complied with the details of the items.

File Description	Documents
Paste link for additional information	<a href="https://mgcollegetvm.ac.in/about/organogram/">https://mgcollegetvm.ac.in/about/organogram/</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The Institution's quality policy is well communicated through its vision and mission statements. Strategic plan and action plan are designed in such a manner that this quality policy is steered and deployed during every process. There is a regular monitoring mechanism to review the process. The following strategic plans have been organised in the following areas: Effective Leadership and Participative management

- Constant monitoring of Internal Quality Assurance System
- Ensuring effective governance
- Confirming the Overall Development through Student Participation
- Devising plans for Employees Advancement & Welfare
- Escalating Placements by collaborating with various industrial agencies and firms.
- Maintaining proper Discipline
- Addressing the Women/Student/Faculty Grievance
- Financial Planning & Management
- Promoting Internships
- Encouragement of Budding Entrepreneurs
- Guaranteeing Constant Growth in Research and Development
- Boosting Internal Revenue Generation
- Alumni Interaction and Outreach activities
- Mounting Physical Infrastructure

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://mgcollegetvm.ac.in/">https://mgcollegetvm.ac.in/</a>
Upload any additional information	<a href="#">View File</a>

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 institution comes under the purview of Government of Kerala and UGC. KSR Kerala Service Rules invariably have effects on Service and Academic Matters of the Faculties. Mahatma Gandhi college is managed by Nair Service Society, the General Secretary of the NSS holds the highest position in the hierarchy. The Principal of the college plays a crucial role in the institution. The Academic Matters/ Curriculum/ Examinations are exclusively based on norms prescribed in Statute and Regulations. Matter regarding infrastructure and appointments/recruitment/promotion are done by the management with the endorsement of units and the government DCE/DD. College Council is a Statutory Body There is an elected Governing Council Secretary for the College Council. The College Council acts as an advisory body to principal. From the administrative point of view, the Principal exercises full freedom and power to develop the institution in all areas of academics, infrastructure and administration. In the qualitative point of view, IQAC Coordinator plays a key role and constantly involves into the qualitative measures for academics, infrastructure and administration. Similarly HoDs, Chairman of each committee, faculty members and office superintendent are also given autonomy to execute the vision, mission and policy of the institution.

File Description	Documents
Paste link for additional information	<a href="https://mgcollegetvm.ac.in/about/organogram/">https://mgcollegetvm.ac.in/about/organogram/</a>
Link to Organogram of the institution webpage	<a href="https://mgcollegetvm.ac.in/about/organogram/">https://mgcollegetvm.ac.in/about/organogram/</a>
Upload any additional information	<a href="#">View File</a>

<b>6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination</b>	A. All of the above
File Description	Documents
ERP (Enterprise Resource Planning)Document	<a href="#">View File</a>
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>
<b>6.3 - Faculty Empowerment Strategies</b>	
6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff	
<p>Our Institution gives priority to Staff welfare. Existing welfare measures for teaching and non-teaching staff includes maternity leave for six months, Group Insurance scheme for staff members, Immediate increments after earning Ph. D. Degree, provision of Medical and Casual Leave and Summer Vacation for staff. Apart from this, duty leave is allowed to attend Faculty Development Programmes regularly for professional up-gradation of the faculty.Flexible working hours for faculty, Centralized reprography facility (Xerox) for Teaching &amp; Non-Teaching staff, Centralized canteen facility for Teaching and Non-Teaching staff, Wi-Fi campus for Teaching, Non-Teaching staff and Students are the other staff enhancement programmes devised by the college.</p> <p>As per the provisions of provident fund act, institution contributes to Provident Fund. Salary advance facility from PTA is made available for teaching and non-teaching staff in case of urgency. Motivation through counselling is also available not only for students but also for staff members to create a healthy working environment.Women Empowerment Cell is established for creating venues for women members to flourish and gain momentum. The college has a Co-operative society which provides different types of loans and thereby financially support teaching and non-teaching staff equally in hours of need.</p>	

File Description	Documents
Paste link for additional information	<a href="http://mgcollegetvm.ac.in/cooperative-store/">http://mgcollegetvm.ac.in/cooperative-store/</a>
Upload any additional information	<a href="#">View File</a>

**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	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

**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**

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	<a href="#">View File</a>
Reports of Academic Staff College or similar centers	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

### 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

20

File Description	Documents
IQAC report summary	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

Performance appraisal system is implemented as per the guidelines from UGC.

API for Teaching staff: The faculty members are asked to fill



API format at the end of the academic year. The proforma designed by the UGC are used in this regard. Teaching staff first claim their API scores and then the principal with the help of IQAC will finalize the scores based upon the documental evidences submitted by the teachers. The appraisal report of the faculty is submitted to the Principal through the respective heads of the departments.

Academic Audit is conducted annually by Academic committee. Assessment report is handed to Principal for further action.

Student feedback: Student feedback is taken on an annual basis and staff members are given a summarized report of the feedback. Staff members meet the Principal along with the HOD and necessary corrective measures are discussed.

Performance Appraisal for Non teaching Staff : The Principal directly monitors the non-teaching staff and regularly, conducts meetings regarding the administrative and financial aspects such as fee collection, scholarship status etc. The Non-teaching staff have to keep a record of their work in prescribed format.

File Description	Documents
Paste link for additional information	<a href="https://www.keralauniversity.ac.in/pdfs/ordersCirculars/UO_UGC_Regln_2018_Template_1_620895791.pdf">https://www.keralauniversity.ac.in/pdfs/ordersCirculars/UO_UGC_Regln_2018_Template_1_620895791.pdf</a>
Upload any additional information	<a href="#">View File</a>

#### 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 College has very effective mechanism to monitor effective use of financial resources. Expenses are first sanctioned by the Principal, who ensures that expenses are incurred for implementing institutional plans. Other requirement requisition is submitted to purchase committee headed by the Principal. Purchase committee invites tenders from various suppliers and quotations are evaluated for preparation of comparative statement before orders are placed. This ensures that right equipment is purchased at most competitive price. Further the accounts of the institution are subject to audit-internal and

external and are audited regularly as per the Government rules. Internal audit is conducted every quarter and receipts are checked with fee receipts and payments with vouchers and supporting documents to ensure that all the payments are duly authorized and any discrepancy regarding this is brought to the notice of Principal. Further budget is prepared at the beginning of the year and actual expenses incurred during the year are compared with budget and any major variation is discussed by the principal with concerned person.

The external auditor conducts statutory audit at the end of financial year. The report of external auditor for last two years along with audited Balance Sheet and Income & Expenditure account is enclosed

File Description	Documents
Paste link for additional information	<a href="https://mgcollegetvm.ac.in/">https://mgcollegetvm.ac.in/</a>
Upload any additional information	<a href="#">View File</a>

#### 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)

5.48

File Description	Documents
Annual statements of accounts	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

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

The college gets financial aid from government in the form of the salary. The salary grant is exclusively used by the college for the salary of the granted staff member. The salary is now online by the joint director office. It is credited in the bank account of the staff members. The salary of the guest faculty is paid out

of the PTA funds collected from the students. For other expenditures the permission from the society is obtained and after that the expenditure by following due process is carried out. The college prepares the budget in the beginning of the year which is sent to the Management for their approval. After the approval is obtained the college carries out the expenditure by following the due process.

The major source of institutional receipts are grant for salary from the government, the fees collected from the students. The College has also received the grant from UGC FOR SPECIFIC purposes. The deficit if any is made good by the society. The audited income and expenditure statement for last four years is enclosed. The college is not in receipt of any other financial assistance other than that mentioned here.

File Description	Documents
Paste link for additional information	<a href="https://mgcollegetvm.ac.in/">https://mgcollegetvm.ac.in/</a>
Upload any additional information	<a href="#">View File</a>

## 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

Internal Quality Assurance Cell established in the year 2004, functions on the basis of the guidelines set forth by NAAC. The IQAC meets every quarterly to plan, direct, implement and evaluate the teaching, research and publication activities in the College. The sub-committees dealing with various activities and departments implement the IQAC guidelines and report the feedback. The College has prepared a Perspective Plan for the period of five years.

In the preparation of the Perspective Plan, the Internal Quality Assurance Cell (IQAC) of the College has taken initiatives. Inputs from all stakeholders, their expectations, management policies and goals and objectives of the College are considered as a base for formulation of the perspective plan. Student feedback mechanism, self-appraisal by teachers, f teachers training programmes, faculty improvement programmes, encouragement to teachers for research are some of the measures taken for quality sustenance and enhancement as a strategy.

'Mannam Scholarship' and Merit day honour students for the academic excellence. Alumni have instituted scholarship and endowment for the College/University toppers or securing PHD and sports and games. The Prospective Industrial Units and Approved Suppliers of Lab Equipments have also made contribution to this college every year to augment research and extension facilities.

File Description	Documents
Paste link for additional information	<a href="https://mgcollegetvm.ac.in/igar/">https://mgcollegetvm.ac.in/igar/</a>
Upload any additional information	<a href="#">View File</a>

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 University of Kerala/ UGC provides guidelines for the course syllabi, pattern of examination and passing criteria. As per the course design, College arranges semesterwise activities and plan for classes. The faculty ensure syllabus completion in particular academic year as per plan. The college authority with the help of different committees plan for activities like Annual academic calendar, Semester wise teaching plan, Examination schedule including tutorials, Annual seminar / workshop schedule Annual plan for sports and extracurricular activities.

Teaching- Learning Process (TLP): are prepared semester wise, verified / checked at different stages in accordance with syllabus and scheme of examination. The effectiveness of teaching - learning process is reviewed on a regular basis. The inputs for such review may be from: Students' feedback, Results of internal tests and Quality of assignment submitted. The concerned faculty then plans for improvements which are monitored on a regular basis for their effectiveness. The students' educational needs and college administrative needs are managed through various operational committees. These committees have representation from faculty, staff and students, frames plans for its activities, schedules and monitors these activities to meet stipulated requirements. The committee seeks approval from Principal and briefs her on the status of its activities regularly.

File Description	Documents
Paste link for additional information	<a href="https://mgcollegetvm.ac.in/#">https://mgcollegetvm.ac.in/#</a>
Upload any additional information	<a href="#">View File</a>

**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)**

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://mgcollegetvm.ac.in/">https://mgcollegetvm.ac.in/</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **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 is very keen on identifying the desires and aspirations of the new generation and the measures to enrich the abilities and professional skills of both boys and girls, without any discrimination. The institution ensures safety, security and well-being, along with gender equity and friendly working atmosphere.

- **Safety and Social Security:**The institution accords utmost priority to the safety and security of not only the students but also of the staff, and ensures a vigilant

system so that every student, especially girl students, feel secured and protected to pursue their endeavors. Gender sensitization programs is a major step in this regard. The institution also has CC (Close Circuit) cameras, different committees such as Anti - Ragging Committee, Students Grievance Committee and Discipline Committee looks into the issues of students.

- **Counselling:** Mental health is a prime concern like the physical health. Counseling can make a profound impact on the psyche of the students and helps them tackle difficult life situations. Tutorial system is a step towards confidence building among the students.
- **Common Room:** Girls' waiting room with an attached Wash Room to meet to their personal needs has adequate seating facility. There are separate wash room for boys and staff.

File Description	Documents
Annual gender sensitization action plan	<a href="http://mgcollegetvm.ac.in/wp-content/uploads/2022/03/GENDER-EQUITY-INITIATIVES-2020-21.pdf">http://mgcollegetvm.ac.in/wp-content/uploads/2022/03/GENDER-EQUITY-INITIATIVES-2020-21.pdf</a>
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	<a href="http://mgcollegetvm.ac.in/wp-content/uploads/2022/03/GENDER-EQUITY-INITIATIVES-2020-21.pdf">http://mgcollegetvm.ac.in/wp-content/uploads/2022/03/GENDER-EQUITY-INITIATIVES-2020-21.pdf</a>

**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**

**C. Any 2 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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**



There are different types of wastes disposed in the college for which there is a proper system functioning. The following wastes are being disposed by the college: Solid Waste Management system in the college is a place where the solid wastes materials are disposed. It is to be noticed that there is flagship program of the state government that comprises of the concept of solid waste management. Keeping this in view, the college also manages its solid waste management system.

Liquid Waste Management- The waste water is expelled through the sewage system, a system managed by the Public Welfare Department of the state government. There is no biomedical waste management system in the college.

E-waste Management- E waste is collected in the college and in 2-3 years steps are taken to dispose them. There is no e-waste management system in the college.

Waste recycling system- There is no system of Waste recycling in the college. However, steps have been taken to avoid the accumulation of waste in campus.

The e-medical Waste Management- There is no e-medical waste management system in the college.

Hazardous chemicals and radioactive waste management- There is no Hazardous chemicals and radioactive waste management system in the college.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="#">View File</a>

**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	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 7.1.5 - Green campus initiatives include

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

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

**C. Any 2 of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

### 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**

**E. None of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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**

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
Details of the Software procured for providing the assistance	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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).

Inspite of the fact that the college is run by Nair Service Society, the institution believes in equality of all cultures and traditions as is evident from the fact that students belonging to different caste, religion, regions are studying without any discrimination. Though the institution has diverse socio-cultural

background and different linguistic, we do not have any intolerance towards cultural, regional, linguistic, communal socio economic and other diversities. The institution believes in equality of all cultures and traditions as is evident from the fact that students belonging to different caste, religion, regions are studying without any discrimination. Though the institution has diverse socio-cultural background and different linguistic, we do not have any intolerance towards cultural, regional, linguistic, communal socio economic and other diversities. Rashtriya Ekta Diwas pledge is taken by staff and students on National Integration Day every year. By celebrating many National and International Days, events and festivals, the institution aims at bringing tolerance and harmony among the students and the staff and other stakeholders. To name some are the Independence day, Republic Day, International Women's Day, Teacher's Day, National Youth Day, Gandhi Jayanthi, Anti Ragging awareness, International Yoga Day, NSS Day and Sports day. Thus we discover unity in diversity.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

The institution sensitizes the students and the employees to the constitutional obligations about values, rights, duties and responsibilities and constantly works upon to nurture them as better citizens of the country through various curricular and extra-curricular activities. The institute hoists the flag during national festivals and invites eminent persons to inspire students and staff by informing the qualities of freedom fighters and to emphasize the duties and responsibilities of citizens. The college establishes policies that reflect core values. Code of conduct is prepared for students and staff and everyone should obey it. The institution encourages participation of students in Sports and Games, NCC and NSS at National level to strengthen nationwide bond and relation. The institution has strived hard to increase the level of awareness and appropriate practices amongst the students in the following areas: Fundamental Duties and Rights of Indian Citizens. The students enthusiastically

participated in various online activities like Webinar, conferences, expert talks, poster making competition, competition on various contemporary legal issues. legal awareness camps to impart awareness of such issues etc. Constitutional Obligations: The students of Economics have participated in parliament house visits to promote the awareness about various constitutional and legal obligations.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="https://mgcollegetvm.ac.in/extra-curricular/">https://mgcollegetvm.ac.in/extra-curricular/</a>
Any other relevant information	<a href="https://mgcollegetvm.ac.in/coursehv/">https://mgcollegetvm.ac.in/coursehv/</a>

**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**

**D. Any 1 of the above**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
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	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

**The institution sensitizes the students and the employees to the**

constitutional obligations about values, rights, duties and responsibilities and constantly works upon to nurture them as better citizens of the country through various curricular and extra-curricular activities. The institute hoists the flag during national festivals and invites eminent persons to inspire students and staff by informing the qualities of freedom fighters and to emphasize the duties and responsibilities of citizens. The college establishes policies that reflect core values. Code of conduct is prepared for students and staff and everyone should obey it. The institution encourages participation of students in Sports and Games, NCC and NSS at National level to strengthen nationwide bond and relation. The institution has strived hard to increase the level of awareness and appropriate practices amongst the students in the following areas: Fundamental Duties and Rights of Indian Citizens. The students enthusiastically participated in various online activities like Webinar, conferences, expert talks, poster making competition, competition on various contemporary legal issues. legal awareness camps to impart awareness of such issues etc. Constitutional Obligations: The students of Economics have participated in parliament house visits to promote the awareness about various constitutional and legal obligations.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

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

In the wake of pandemic when only virtual world was open to us, our institution introduced a programme Watch and Chat, to meet the needs of students sitting at home. Various departments were instructed to conduct creative programmes under this head. An initial step in this regard was taken by Postgraduate Department of Zoology and Research Centre, which organised a Webinar series

titled 'Aranyani'. The event commenced on 19 th August 2020 and continued till March 2021. Each seminar was an eye opener to the virtual world where we could experience the fauna and its varieties.

Counselling Therapy is another best practice initiated by the department of psychology, which combines knowledge and care. The motto of counselling was the fulfilment of 3R's- Recover, Relieve and Relive. The main objective was to help the learners relax and enrich their mental health. The overall development of personality, self-confidence, self-esteem and tackling turbulent life situations was its aim. The faculty of the psychology department took the initiative to impart stress relaxation techniques to students. The initial counselling sessions helped to identify the introverts, disadvantaged and less privileged learners who needed guidance promoting emotional well being.

File Description	Documents
Best practices in the Institutional website	<a href="http://mgcollegetvm.ac.in/wp-content/uploads/2022/03/BEST-PRACTICES-1.pdf">http://mgcollegetvm.ac.in/wp-content/uploads/2022/03/BEST-PRACTICES-1.pdf</a>
Any other relevant information	<a href="http://mgcollegetvm.ac.in/wp-content/uploads/2022/03/BEST-PRACTICES-1.pdf">http://mgcollegetvm.ac.in/wp-content/uploads/2022/03/BEST-PRACTICES-1.pdf</a>

### 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

The College has provided tremendous thrust and priority to the Vision of the founding father of Nair Service Society. The Vision of the College is to educate, enable and empower youth and bridge the knowledge and financial gap. The College emphasizes the need to mainstream the marginalized and weaker sections of students to ensure justice and equity in society. The Mission is to steer the education it offers not only towards the pragmatic goal of employability, but also to build a healthy life and a sound mind. The institution also sensitizes and orient its students to the service of the community, in the quest for a better life for society and the world that we inhabit. During Covid-19 pandemic in 2020, the college provided a vital support structure to conduct Online Teaching-Learning. The faculty members and cooperative society provided mobile phones to those students whose family could not support their needs. The NSS and NCC of



the college are highly oriented towards social service and provided food materials to support the needs of daily bread winners during lock down period. The College is committed to support extraordinary talents in the young, enthusiastic learners to realize their dreams and aspirations.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 7.3.2 - Plan of action for the next academic year

Our college IQAC visualises the annual strategic plan and keeps track of it.

- The upliftment and intensification of research culture among faculty and by encouraging publication of research articles as well as by undertaking major and minor projects from prestigious institutions.
- The gender equity programmes need to be conducted on departmental basis with the initiatives of ICC, IQAC and NSS,
- Psychology department may be entrusted with the responsibility of giving counselling to the freshers during the induction programme.
- The need to organize talks, Seminars/webinars and workshops in their respective areas for teaching staff, non-teaching staff and research scholars have also been comprehended and plans in this regard are designed on priority basis.
- Seminars on intellectual property rights will enable the faculty and students to make an educated choice about the safety, reliability and effectiveness of their purchase.
- The need to pursue bridge course for beginners is another plan envisaged for the next academic year.
- women's cell and Equal opportunity cell has been directed to conduct awareness programmes for learners.
- Anti-Ragging awareness programmes are also part of our future plans.
- Workshop on Academic writing and Publication ethics for benefit to the researchers.