



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		GOVERNMENT COLLEGE FOR WOMEN THIRUVANANTHAPURAM
Name of the head of the Institution		Dr. ARAVIND KRISHNAN K.
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		04712324986
Mobile no.		9447211836
Registered Email		principal@gcwtvm.ac.in
Alternate Email		gcwtvpm@gmail.com
Address		GOVERNMENT COLLEGE FOR WOMEN, VAZHUTHACAUD, THYCAUD P.O.
City/Town		THIRUVANANTHAPURAM
State/UT		Kerala
Pincode		695014

<b>2. Institutional Status</b>					
Affiliated / Constituent		Affiliated			
Type of Institution		Women			
Location		Urban			
Financial Status		state			
Name of the IQAC co-ordinator/Director		DR. DINESH BABU K.V.			
Phone no/Alternate Phone no.		04712324986			
Mobile no.		9446968263			
Registered Email		iqac@gcwtvm.ac.in			
Alternate Email		dineshbabukv@hotmail.com			
<b>3. Website Address</b>					
Web-link of the AQAR: (Previous Academic Year)		<a href="http://www.gcwtvm.ac.in/aqar-2017-18/">http://www.gcwtvm.ac.in/aqar-2017-18/</a>			
<b>4. Whether Academic Calendar prepared during the year</b>		Yes			
if yes,whether it is uploaded in the institutional website: Weblink :		<a href="https://www.gcwtvm.ac.in/wp-content/uploads/2020/06/Academic-calendar-2018-19.pdf">https://www.gcwtvm.ac.in/wp-content/uploads/2020/06/Academic-calendar-2018-19.pdf</a>			
<b>5. Accrediation Details</b>					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
2	A	3.26	2015	03-Mar-2015	02-Mar-2020
<b>6. Date of Establishment of IQAC</b>			01-Nov-2005		
<b>7. Internal Quality Assurance System</b>					
Quality initiatives by IQAC during the year for promoting quality culture					
Item /Title of the quality initiative by IQAC		Date & Duration		Number of participants/ beneficiaries	
One day Seminar on NAAC		01-Dec-2018 1		115	

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Dr.Deepthi N Rajendran	SERB	DEPARTMENT OF SCIENCE AND TECHNOLOGY	2018 1095	1760000
Dr.Saji Alex	Back to Lab	The Kerala State Council for Science, Technology and Environment (KSCSTE)	2018 1095	624000
Govdernment College for Women	plan fund	Government of Kerala	2018 365	60068088
Govdernment College for Women	College development Council	Government of Kerala	2018 365	1320300

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**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

11

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

**11. Whether IQAC received funding from any of the funding agency to support its activities during the year?**

Yes

If yes, mention the amount

0

Year

2020

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

1. NIRF ranking participation 2. Unnath Bharath Abhiyan participation 3. Inclusion of solar panel in the campus 4. Rain water harvesting 5. Clarification of college master plan and plan proposals

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

Plan of Action	Achivements/Outcomes
NIRF ranking participation	ranked fourty seven
unnath bharath abhiyan	adopted five villages
Solar panel	included in smart city program
Water harvesting	included in smart city program
clean and green campus	acheived and workling further
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**14. Whether AQAR was placed before statutory body ?**

Yes

Name of Statutory Body	Meeting Date
COLLEGE COUNCIL	30-Jun-2020

**15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?**

No

**16. Whether institutional data submitted to AISHE:**

Yes

Year of Submission

2019

Date of Submission

28-Feb-2019

**17. Does the Institution have Management Information System ?**

Yes

If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)

College mate is a software developed and implemented by collegiate education of kerala. Our college implemented the same from 20182019. Let us see the modules of the college mate. Main modules 1. Admission 2. Students 3. Academic 4. Department 5. Library 6. Fee Concession 7. Curricular Programs 8. Scholarships 10. Fees 11. Examination 12. Establishment 13.

Purchase 14. File Management  
15. Administration Sub menu 1. Admission  
• Master Entries • Seat Matrix •  
Application Form • Remove Duplicate  
Applications • Generate Index List •  
Rank List Preparation • Application  
Report • Data Verification Report •  
Spot Admission • Admission Roll Report  
2. Students • Transfer Certificate •  
External Transfer Certificate • Course  
Certificate • Student ID Card • Student  
ID Card (Single) • Student Identity  
Card (Official) • Student Photo Update  
• Bank Account Information • Student  
Services 3. Academic • Master Entries •  
College Union • Nominal Roll • Nominal  
Roll (Optional Subjects) • Roll Number  
Management • Remove Student From Roll •  
Student Promotion • Student Admission •  
Course Transfer • Course Paper  
Assignment • Subjects • Optional  
Subject Assignment • Reports • P.T.A. •  
Syllabus Related • Master Timetable  
Related • Qualifying Course Details  
Entry 5. Department • Other Duty Related  
• Student Attendance • Student  
Attendance (Daywise) • Student  
Attendance (Optional Papers) •  
Attendance Regularisation Reasons •  
Regularise Attendance • Regularised  
Attendance Report • Attendance Reports  
• Monthly Attendance Shortage • Class  
Hour Pattern • Class Hour Pattern  
Activation • Timetable Related •  
Nonfunctional Class Hours 6. Library •  
Book Entry Form • Book Edit Form •  
Issue Books • Issue Books (Staff) •  
Return / Renew Books • Return / Renew  
Books (Staff) • Book Search • Book  
Shelves • Student Register Bindings •  
Authors • Publishers • Reports 7. • Fee  
Concession • Master Entries • Sanction  
Order Related • Change Fee Concession  
Category • • Claim Related • Season  
Ticket Form (Railway) • Reports •  
Egrantz Registration Acquittance 8.  
Curricular Programs 9. Scholarships 10.  
Fees • Master Entries • Receipt •  
Chalan Generation (Date Range) • Chalan  
Generation • Chalan Edit (By Date) • •  
External Chalans • External Fee  
Collection • External Fee Collection  
(Edit) • Fee Collection Schemes •  
Course Fee Rate • Opening Balances •  
Withdrawals From Fee Collection • •  
Term Fee Register • Nontax Revenue  
Report • Fee Paying Students Report •  
Collection Report (Head of Account) •

Collection Report (Application Group) • University DCB • Demand Collection Balance • Feewise Collection Report 11. Examination • Master Entries • Room Allotment • Room Allotment Wizard • Room Allotment (Manual) • Swap Rooms • Prepare Absentee Statement • Schedule Related • Registration Related • Application Related • Duty Related • Accounts Related • Marklist Related • Internal Marks Related • Reports • Practical Examination Grade Sheet 12. Establishment • Staff Details • Active Staff List • Salary • Master Entries • Guest Lecturers 13. Purchase • Master Entries • Fund Allotments • Stock Items • Swap Item Categories • Master Stock Register

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

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

Govt. College for Women, Trivandrum is the single Women's College in South Kerala under the Government sector. This prestigious institution offers 18 UG programmes and 18 PG programmes and is the centre of 12 research departments. The admission to various programmes conducted in this college is strictly done as per the rules framed by the University of Kerala. The system of centralised online registration and allotment to various disciplines augment transparency to the whole admission process. The UG programmes under the Choice Based Credit and Semester system (CBCSS) has a duration of three years consisting of six semesters. The PG Programmes based on the Credit and Semester system has four semesters in two years. Both the programmes are executed according to the academic calendar issued by the University. The syllabus for the courses designed by the Board of Studies includes the mode of transaction of the course in terms of lecture, tutorials, seminars, laboratory sessions, fieldwork, projects and such other activities that are adherently followed. The institution imparts the syllabus by manipulating modern teaching aids, smart classrooms, internet facility and ICT for all the programmes. The General library apart from the various department libraries in the campus provides INFLIBNET facility as well as a wide range of journals and academic references that strengthens the proper implementation of curriculum. The weak students are supported through remedial coaching and mentoring. Evaluation of each course involves Continuous Evaluation with a weightage of 25% and End Semester Evaluation with a weightage of 75% for PG programme and 20% CE and 80% CE for UG programme. CE is done based on the attendance, assignments, seminars and Test Papers conducted by the institution in a centralised system. All records of CE are kept in the concerned Faculty Departments and are made available for verification by the University or the stakeholders if needed. The statement of CE, approved by the Department Committee and countersigned by the principal is forwarded to the Controller of Examinations within 15 working days from the last day of the semester. ESE of all the courses in all semesters are conducted by the University. Monitoring of the programmes in the institution is done by Committees at three levels viz; Department Level Monitoring Committee, College

Level Monitoring Committee and University Level Monitoring Committee. The monitoring process helps the college to abide by the rules of the university in implementing the curricular design properly. Feedback from the students and assessment of programme outcomes every year serve as input for continuous improvement in curriculum. Curriculum changes, as permissible by relevant statutory bodies are implemented after their approval by the academic council

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Singing Voice Pedagogy		01/10/2018	180	Professional singing and voice training	This course is designed for providing scientific platform for understanding singer's vocal cord and creating awareness to get rid of unhealthy habits of voice production and to practise exercises for an enduring music career
Goods and Service Tax Practitioner Training		01/10/2018	180	GST Consultancy	GST Filing
An Introduction to Archaeological Studies		01/10/2018	180	The aim of the course is to impart new insights to archaeology and pre-history. The course will provide capable knowledge to empower students in archaeological surveys exams and museum curator jobs.	After the course the students are equipped with enough confidence in acquiring more archaeological information with regard to the typomorphological identification of stone tools and artefacts

Hindi Computing and Transaltion	01/10/2018	180	The students will be able to grab the posts of translator, Hindi Officer posts in various central and state government offices	The course enables the students to communicate in Hindi as well as to translate from Hindi to Malayalam and English
Employability and Skills Training	01/01/2019	90	Fit for any selection procedure	Improvement of Communicative and Psychological skills

## 1.2 – Academic Flexibility

### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	NIL	01/12/2019
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### 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	NIL	01/12/2019

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

	Certificate	Diploma Course
Number of Students	174	0

## 1.3 – Curriculum Enrichment

### 1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Walk With Scholar	01/06/2018	30
Additional Skill Acquisition Programme	01/06/2018	26
Diploma in Computer Application	01/06/2018	57
Certificate Course in MS Office	01/06/2018	43
Certificate Course in DTP	01/06/2018	29
Certificate Course in Financial accounting-TALLY	01/06/2018	77
Certificate Course in Data Entry	01/06/2018	67

Certificate Course in Word Processing	01/06/2018	4
Certificate Course in Beautician Cosmetology Beauty Parlour Management	01/06/2018	170
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### 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MSc	Psychology	25
MSc	Chemistry	10
MCom	Finance	16
MA	Economics	14
MSc	Home Science	12
BSc	Psychology	20
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### 1.4 – Feedback System

#### 1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<p>1. Feedback Feedback on college, the curricular, co-curricular and extracurricular activities carried out here is sought from students, parents and alumni through different feedback collection processes. The feedback surveys, carried out in four different levels every year, collect responses on each and every aspects of the college. The responses are consolidated and critically evaluated by the internal quality assurance cell of the college for identifying and addressing all levels of issues and for putting forward the opportunities for betterment. Student satisfaction survey Students have actively participated in the student satisfaction survey conducted by the college. The responses were collected online using Google forms. The responses about teachers on completion of syllabus, preparation for classes, communication abilities, approach towards teaching, fairness in the continuous evaluation, interactions and support, facilitation in cognitive, social and emotional growth etc. were collected. The survey has concluded that the 75-80 responses to the questions/ comments were either very positive/strongly agreeing. The results of survey has been discussed in detail in the IQAC and college council and further in all departments in department level staff meetings. The survey has helped to identify the weaker sides as pointed out by the outgone students. 1.1. Student's individual feedback on teachers In this process, specific questions are asked about teachers on their knowledge in the subject, clarity, willingness to help, introduction of new areas, percentage of classes engaged, speed and organization of lectures, behavior, probing to ask</p>

questions, sincerity, effectiveness, strength and weakness etc. and the performance appraisal reports are prepared for each teacher separately based on the responses collected in a proforma drafted by the Dept. of Collegiate education. The performance appraisal report of each teacher is made available to the teacher. This report is an eye opener to the teacher to get a clear conscience on his/her strength and weakness. 1.2. PTA meetings and parents' responses Parent Teacher Association (PTA) serves as an important body in ensuring the functioning and quality maintenance of the college. This body comprises of parents of all students and all teachers of the college as members. Regular meetings of PTA are convened in two levels. General body meeting is arranged two-three times in a year to discuss matters of general interests and issues and to be addressed by the college. Class PTA meetings are arranged by each department separately for each class two times in a year. In these meetings the individual academic performance of students are discussed and analyzed. Mutual suggestions are made by teachers and parents in these meetings. Specific complaints and concerns of the parents also are addressed. Alumni responses Alumni of any academic institute play a crucial role in its growth and development. Being a college of glorious past, alumni of the college is of a very large number. Every year alumni meetings are arranged by each department where the members make very valuable suggestions, opinions and remarks on the growth, development and performance of the college.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BSc	Home Science	29	1026	29
BSc	chemistry	40	3766	42
BSc	botany	35	4632	37
BSc	Psychology	24	3421	26
BA	Philosophy	70	991	76
BA	Malayalam	33	3029	38
BA	History	70	3236	79
BA	Hindi	33	1791	37
BA	Economics	60	3567	68
BA	English	25	6644	31

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### 2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	2133	557	15	0	156

### 2.3 – Teaching - Learning Process

#### 2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-

learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
174	174	29	28	28	9

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

Tutorial sessions are small group meetings where the tutees meet the tutor and discuss on certain topics, assignments, study related matters, academic grievances etc. Mostly group work and active learning form a part of tutorials. We have a well-structured tutorial system in our institution for the undergraduate students. It mainly consists of - 'The pastoral tutorials' and 'the academic tutorials. Pastoral tutorials are therein all the three years during the undergraduate programme. There are four pastoral tutorials in 1st 2nd semesters. For all other semesters there are only two tutorial sessions each. The number of students in a tutorial batch is 8-10. The tasks given in pastoral tutorials have only formative assessment. Head of the department acts as the Senior tutor all other teachers are personal academic tutors. At the start of the programme, students will be allocated to academic staff, who will act as the personal academic tutor. The personal academic tutor will remain in that role until the student graduate, and is the first point of call for academic or pastoral issues. The personal academic tutor will guide students throughout the course. There will be tasks assigned to each tutorial this help the students to acquire transferable skills. The tutor also monitors the academic progress of tutees and give necessary guidance. Academic tutorials are conducted for the major courses. For each course the respective teacher conducts two tutorials. Students are given subject related tasks assigned to each tutorial, what occurs in the tutorial itself is up to the tutor. These sessions are intended to develop the problem solving skills as well as for discussions with an expert staff on any particular lecture topic that the students find difficult to understand. They may also have subject related revision sessions. These are mainly intended to reinforce the lecture material

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2690	175	1:20

## 2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
176	175	1	0	84

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	SONIA GEORGE	Assistant Professor	BEST PROFESSOR IN PSYCHOLOGY
2019	SAJNA SUDHEER	Assistant Professor	LIMCA BOOK OF WORLD RECORDS
2018	SAJNA SUDHEER	Assistant Professor	SWARANJALI HARMONY AWARD
2019	SUMA S	Associate Professor	PYAREE DEVI GHASIRAM SIHAG SAMMAN

2018	SHABANA HABEEB	Assistant Professor	AIPC VISHISHT SAMMAN
2018	SHABANA HABEEB	Assistant Professor	NARI UJJAGARAN PRASHASTI
2018	SHABANA HABEEB	Assistant Professor	SHRESHT HINDI SEVAK PURASKAR
2018	SHYAMA K.R.	Assistant Professor	THULASEEVANA SANGEETA PARISHAD

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## 2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BSc	235	1	08/11/2018	04/09/2019
BSc	245	1	08/11/2018	04/09/2019
BSc	248	1	08/11/2018	04/09/2019
BA	105	1	08/11/2018	04/09/2019
BA	158	1	08/11/2018	04/09/2019
BA	115	1	08/11/2018	04/09/2019
BA	140	1	08/11/2018	04/09/2019
BA	125	1	08/11/2018	04/09/2019
BA	130	1	08/11/2018	04/09/2019
BA	150	1	08/11/2018	04/09/2019

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

The college is affiliated to University of Kerala and the curriculum and syllabi for all programmes are designed and prescribed by the Board of Studies constituted for the respective subjects. All UG programmes are following CBCSS system and PG programmes are following elective system. The weightage of the continuous evaluation for each course is 20 of the maximum marks for the course for UG programmes and 25 of the maximum marks for PG programmes. The continuous evaluation system comprises test papers (50 marks), seminar/assignments (25 marks) and attendance (25 marks) in the case of theory courses and 25 marks each for test paper, punctuality and regularity in the laboratory, performance of the experiments and record, respectively in the case of practical courses. The faculties are assigned for handling different courses of each programme and are assigned to evaluate the students through the whole semester. The theory test papers are conducted according to the time table issued by the college in each semester. The students are directed to submit assignments based on the topics significant in each course of the semester. The marks for the attendance are given as per the University regulations. The CE marks are consolidated by the faculties assigned and the same is published in the department after approval by the Head of the department and Principal. The grievances, if any, are redressed in the manner prescribed by the regulations. The published CE marks are uploaded in the University website as per the notifications from the

University

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

2.5.3 Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words) Month Year Major Events June 2018 College reopens after summer vacation Continue UG and PG programmes CE tests for fourth semester UG programmes End semester examinations for fourth semester UG programmes July 2018 Commencement of classes for First semester UG programmes Induction meeting for First semester UG students and parents Commencement of classes for fifth semester UG programmes CE tests for Second semester UG programmes August 2018 Commencement of PG admissions as per University schedule Onam holidays from 24-08-18 to 02-09-18 September 2018 Commencement of First semester PG classes CE tests for fifth semester UG programmes CE tests for UG first semester programmes Commencement of classes for third semester PG programmes CE tests for first semester PG programmes November 2018 First semester UG end semester examinations CE tests for third semester UG programmes Commencement of second semester UG classes December 2018 Fifth semester UG end semester examinations Commencement of sixth semester UG classes Second semester PG test papers X' Mas holidays January 2019 First semester PG end semester examinations Commencement of fourth semester UG classes February 2019 Commencement of second semester PG classes Third semester PG end semester examinations Second semester UG end semester examinations First semester PG end semester examinations Commencement of fourth semester PG classes March 2019 College day celebrations CE tests for fourth semester UG programmes Second semester UG end semester examinations Test papers for second semester PG programmes CE test papers for second semester PG programmes College closes for summer vacation

**2.6 – Student Performance and Learning Outcomes**

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://www.gcwtvm.ac.in/wp-content/uploads/2020/08/Programme-and-Course-Outcomes-1.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
220	BSc	Mathematics	45	37	82.22
225	BSc	Statistics	30	16	53.33
230	BSc	Physics	32	25	78.13
235	BSc	Chemistry	40	33	82.5
245	BSc	Botany	29	22	75.86
250	BSc	Zoology	35	21	60
255	BSc	Home Science	21	13	61.9
257	BSc	Psychology	23	21	91.3
248	BSc	Biochemistry and Industrial Microbiology	27	22	81.48

105	BA	Philosophy	53	30	56.6
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## 2.7 – Student Satisfaction Survey

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

<https://www.gcwtvm.ac.in/wp-content/uploads/2020/08/Student-Satisfaction-Survey-GCW-2018-19.pdf>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Students Research Projects (Other than compulsory by the University)	540	DCE	0.51	0.51
Major Projects	1095	KSCSTE	23.82	6.24
Major Projects	1095	SERB	17.6	17.6
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### 3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Cyber law, cyber ethics and the role of students	Philosophy	23/02/2019
IPR	commerce	03/12/2018

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	01/12/2019	NIL
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
0	0	0	0	0	01/12/2019
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### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
Chemistry	1
Commerce	2
Hindi	2
Malayalam	3
Music	1

### 3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Chemistry	14	2.59
International	Commerce	5	4.52
International	Economics	6	0.22
International	Hindi	2	4.07
International	Home Science	5	2.7
International	Mathematics	2	0
International	Physics	11	1.89
International	Zoology	2	3.25
National	Commerce	3	0
National	Hindi	10	1.22

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### 3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Biochemistry and Industrial Microbiology	2
Commerce	1
Economics	2
Hindi	9
Home Science	9
Philosophy	1
Physics	7

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### 3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Isolation, charectiri sation mode of action of	R. Pradeep Kumar	Pesticide Biochemist ry Physiology	2018	2	Govt. College for Women Thiruvanan thapuram	2

larvicidal compound						
Larvicidal efficacy of Adiantobis chrysene from Adiantum latifolium	R. Pradeep Kumar	Pest Manag Science	2018	2	Govt. College for Women Thiruvananthapuram	1
Role of Payment banks in designing digital economy	Dr Nimi Dev R	Vidyaniket an Journal of Management Research	2019	0	Govt. College for Women Thiruvananthapuram	0
Failures in Indian Start ups: Reasons and Lessons	Dr Nimi Dev R	Vidyaniket an Journal of Management Research	2018	0	Govt. College for Women Thiruvananthapuram	0
Financial capability and Value Chain Financing: A Study among Dairy farmers in India	Dr Nimi Dev R	Internatio nal Journal for Research in Enginee ring Appli cation and Management	2019	0	Govt. College for Women Thiruvananthapuram	0
Banking Inclusion of Diary Farmers in India-A critical analysis of pre and post demon etisation scenario	Dr Nimi Dev R	Internatio nal Journal for Research in Enginee ring Appli cation and Management	2018	0	Govt. College for Women Thiruvananthapuram	0
Intellectu al Property R ights-Pers pective of Ayurveda Medical Pr actitioner s	Dr Krisnaveni S.	Impact-Int ernational Journal of Research in Humanit ies:Arts and Literature	2019	0	Govt. College for Women Thiruvananthapuram	0
Empowering of Member through Co-	Dr P.S Devakumar	Management Researcher	2018	0	Govt. College for Women	0

operative Marketing Societies					Thiruvanan thapuram	
Capital Structure of Financi ally Distressed Companies- A Study on SLPEs working under Chemical Sector in Kerala	Dr P.S Devakumar	Internatio nal Journal of Finance and Management	2018	0	Govt. College for Women Thiruvanan thapuram	0
The Challenges before General Co -operative Marketing Societies in Kerala	Dr P.S Devakumar	Internatio nal Journal of Multidisci plinary Research Review	2018	0	Govt. College for Women Thiruvanan thapuram	0

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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
The Challenges before General Co -operative Marketing Societies in Kerala	Dr. P.S.De vakumar	Internatio nal Journal of Multidisci plinary Research Review	2018	0	0	Govt. College for Women Thiruvanan thapuram
Capital Structure of Financi ally Distressed Companies- A Study on SLPEs working under Chemical Sector in Kerala	Dr. P.S.De vakumar	Internatio nal Journal of Finance and Management	2018	0	0	Govt. College for Women Thiruvanan thapuram
Empowering of Member through Co-	Dr. P.S.De vakumar	Management Researcher	2018	0	0	Govt. College for Women

operative Marekting Societies						Thiruvananthapuram
Intellectual Property Rights-Perspective of Ayurveda Medical Practitioners	Dr. Krishnaveni S.	Impact-International Journal of Research in Humanities:Arts and Literature	2019	0	0	Govt. College for Women Thiruvananthapuram
Banking Inclusion of Diary Farmers in India-A critical analysis of pre and post demonetisation scenario	Dr Nimi Dev R	International Journal for Research in Engineering Application and Management	2018	0	0	Govt. College for Women Thiruvananthapuram
Financial capability and Value Chain Financing: A Study among Dairy farmers in India	Dr Nimi Dev R	International Journal for Research in Engineering Application and Management	2019	0	0	Govt. College for Women Thiruvananthapuram
Failures in Indian Start ups: Reasons and Lessons	Dr Nimi Dev R	Vidyaniketan Journal of Management Research	2018	0	0	Govt. College for Women Thiruvananthapuram
Role of Payment banks in designing digital economy	Dr Nimi Dev R	Vidyaniketan Journal of Management Research	2019	0	0	Govt. College for Women Thiruvananthapuram
Larvicidal efficacy of Adiantobis chrysene from Adiantum latifolium	Dr Pradeep Kumar R	Pest Manag Science	2018	2	1	Govt. College for Women Thiruvananthapuram
Isolation, charectiri	Dr Pradeep Kumar R	Pesticide Biochemist	2018	1	2	Govt. College

sation mode of action of larvididal compound		ry Physiology			for Women Thiruvanan thapuram
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### 3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	20	129	9	2
Presented papers	20	78	9	2
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### 3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Higher Secondary School Teachers Transformation Programme	Depts. of Chemistry and Commerce/SCERT	19	25
Training to Coordinators of WWS	Govt. College for women/DCE	6	0
Training to Coordinators of SSP	Govt. College for women/DCE	1	0
Stress Management training for Collegiate Education Staff	Govt. College for women/DCE	4	0
State Motivation Camp WWS	Govt. College for women/DCE	1	0
Psychological Care of Okhi-Cyclone affected population	Govt. College for women/Dept. of Psychiatry, Govt. Medical College, Tvm	4	100
Skill Membership for Innovative Life Experience	Skill Membership for Innovative Life Experience	1	26
NSS Programmes	Govt. College for women, Tvm	2	250
Interactive Session in Malayala Manorama Channel	Govt. College for Women,Tvm/ Malayala Manorama	0	2
Interactive Session	Govt. College for Women,Tvm Centre for Development	2	2

**Studies**

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**3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year**

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Propagation of Tulaseevanam Kritis Propagation of Tulaseevanam Kritis	Tulaseevanam Award	Thulaseevana Sangeeta Parishad	0
Carnatic vocal marathon	Harmony Award	Swaranjali	0
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**3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year**

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Flood relief Activity	Govt of Kerala	Flood relief Activity	5	120
interactive Session	Malayala Manorama channel	interactive Session	1	2
interactive Session	Centre for Development Studies	interactive Session	1	2
Cleaning the city premises	Suchitwa Mission, Govt. of Kerala	Green Army	1	5
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**3.5 – Collaborations**

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

Nature of activity	Participant	Source of financial support	Duration
ASPIRE Student Exchange Programme	6	Department of Higher Education, Govt. of Kerala	90
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**3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year**

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
INTERNSHIP	MCOM	KTDC THIRUVA	01/10/2018	31/12/2019	BESTONA

	INTERNSHIP	NANTHAPURAM			DAVID
INTERNSHIP	MCOM INTERNSHIP	KTDC THIRUVA NANTHAPURAM	01/10/2018	31/12/2019	ASHA S LAL
INTERNSHIP	MCOM INTERNSHIP	N S Panikar Co, Kollam	01/10/2018	31/12/2019	ARYA P
INTERNSHIP	MCOM INTERNSHIP	Vijaya Mohini Mill,Tvpm	01/10/2018	31/12/2019	APARNA V P KUMAR
INTERNSHIP	MCOM INTERNSHIP	The Kerala Agro Industrial Corporation LTD,Tvpm	01/10/2018	31/12/2019	ANUJA S
INTERNSHIP	MCOM INTERNSHIP	G K Associat es,Tvm	01/10/2018	31/12/2019	ANJU U M
INTERNSHIP	MCOM INTERNSHIP	The Kerala Agro Industrial Corporation Ltd,Tvpm	01/10/2018	31/12/2019	ANJANA M J
INTERNSHIP	MSC INTERNSHIP	Photoscience s and Photonics Section, Chemical Sciences and Technology Division, NIIST (CSIR), Thir uvananthapur am-695019	01/04/2019	30/06/2019	Arya.L.P
INTERNSHIP	MSC INTERNSHIP	Organic Chemistry Section, Chemical Sciences and Technology Division, NIIST (CSIR), Thir uvananthapur am-695019	01/04/2019	30/06/2019	Asha R S
INTERNSHIP	MSc INTERNSHIP	Organic Chemistry Section, Chemical Sciences and Technology Division, NIIST (CSIR), Thir uvananthapur am-695019	01/04/2019	30/06/2019	Aswathy G

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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Kasturba Hospital, Manipal	26/03/2019	Annual Internship of Clinical Dietitics	15
Aware India Trust, Chennai	21/09/2018	Awareness Sessions on Menstrual Health and Hygiene	16
Dept. of Endocrinology, CMC, Vellore	17/09/2018	For Nutrition Classes	4
Holly Cross Church, Karode and KANAL, an NGO	11/02/2019	Village Adoption	202
All India Women's Conference, Thiruvananthapuram	17/12/2018	Demonstration of food preservation	8

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#### **CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES**

##### **4.1 – Physical Facilities**

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
57029400	56055230

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Seminar halls with ICT facilities	Existing
Classrooms with Wi-Fi OR LAN	Newly Added
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing

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##### **4.2 – Library as a Learning Resource**

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
KOHA	Fully	16.05.05	2007

#### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	89928	17216200	998	969000	90926	18185200
Reference Books	4200	2940000	0	0	4200	2940000
Journals	0	0	0	0	0	0
Digital Database	0	0	0	0	0	0
CD & Video	300	29000	0	0	300	29000
Library Automation	1	0	0	0	1	0
Weeding (hard & soft)	3000	75000	0	0	3000	75000
e-Books	80409	5900	0	0	80409	5900
e-Journals	3828	5900	0	0	3828	5900
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Dr. Sithara Balan V	Human Development and Welfare	Keralamoocs.org	03/12/2018
Dr. Shabana Habeeb	Hindi Natak Shityake Utbhavaurvikas	e-pathshala	02/12/2018
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#### 4.3 – IT Infrastructure

##### 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	191	4	8	1	2	1	24	1	0
Added	0	0	3	0	0	0	0	0	0
Total	191	4	11	1	2	1	24	1	0

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

10 MBPS/ GBPS
---------------

#### 4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
ORICE	<a href="http://www.promelavya.kerala.gov.in">http://www.promelavya.kerala.gov.in</a>

#### 4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
70	68.89	530	527.85

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Foremost priority has been given to the proper maintenance of the college infrastructure like laboratories, library, sports complex, computers and classrooms. With the assistance by the Dept. of Collegiate education through annual plan funds, the laboratories are revamped with sufficient stock of equipment and chemicals as equipped laboratories are playing a pivotal role in science education. Separate science labs are there for UG and PG programmes and all the labs are equipped with state of the art facilities. Instrument rooms, which are dedicated space for specialty instruments, also are properly maintained. Repairing and renovation works have been done annually to ensure safe and student friendly lab sessions. Service of trained laboratory staff also is ensured for the conduct of lab classes. The four storied central library with a collection of .... books and a large number of journals, periodicals, newspapers and other academic publications is the biggest resource to the academic community in the campus. Apart from this facility, many of the departments have department libraries maintaining subject specific books in sufficient numbers for the benefit of teachers and students of respective departments. This helps the students to have better access to the books and journals as reference materials related to the syllabi and curricula. Making use of the plan funds allotted by the Dept. of Collegiate Education, Govt. of Kerala, a good number of books are purchased every year after considering suggestions and requirements from the students and teachers. A good number of staff is employed to ensure the smooth and student friendly functioning of libraries. Much importance is given to the sports amenities in the campus. College has two playgrounds for carrying out sports and games events like volley ball, handball, ball badminton, basketball, kho-kho, kabadi etc. Facility for practicing cricket in nets also is here in the campus. Training for indoor games like table tennis, shuttle badminton, caroms etc. are also given to the students. A multi gym with all the state of the art exercise equipment like tread mill, elliptical cross trainer, cycling unit, vibrator etc. is set up in the campus. Recurring grants are ensured for the purchase of new sports goods and for the maintenance of existing facilities. Nearly 200 computers are there in the campus for the use of students and teachers. Regular service and maintenance of the computers are done with the use of plan funds and by the support of PTA funds. Only those systems which are thoroughly unusable are dumped or put forward for writing off as e-waste. UPS and other supporting facilities required for the functioning of computers are ensured with the help of supporting funds. Separate classrooms are allotted for each batch of students. Rooms are allotted as per the strength of each class. Apart from some additional language classes, where the students are less in number, each batch of students is allotted separate class rooms. It is ensured that

classrooms have sufficient furniture to accommodate the students comfortably.  
Black/white boards are there in all class rooms. All

<https://www.gcwtvm.ac.in/maintenance/>

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Endowments/Awards	93	286850
Financial Support from Other Sources			
a) National	Various National and State Level Scholarships	2156	5741255
b) International	NIL	0	0

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Learning Hub	01/06/2018	6	Govt. of Kerala
SSP	01/06/2018	130	Govt. of Kerala
WWS	01/06/2018	90	Govt. of Kerala
ASAP	01/06/2018	26	Govt. of Kerala

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	How to Crack Competitive Examinations	28	28	6	2
2018	Higher Education Prospects	25	25	2	2

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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
3	3	10

## 5.2 – Student Progression

### 5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Mega Job Fair	2	2			
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### 5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	8	BSc	Botany	Govt. College for Women, Tvpm, Uty College, Tvpm, SN College, Kollam, Christian College, Kattakkada	MSc.
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### 5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	16
SLET	1
GATE	1
CAT	2
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### 5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Foot Ball	University of Kerala, Intercollegiate	180
Rugby	University of Kerala, Intercollegiate	112
Cricket	University of Kerala, Intercollegiate	128
Table Tennis	University of Kerala, Intercollegiate	30
Base ball	University of Kerala, Intercollegiate	144
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### 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	NCC VIETNAM YOUTH EXCHANGE PROGRAMME	International	0	1	25016107001	AKSHAYA JOSE
2019	BCCI EMERGING ASIA CUP	International	1	0	15016107034	MINNU MANI
2019	BCCI CRICKET SERIES	National	1	0	15016107034	MINNU MANI
2019	SOFT BALL ASIA AND INDONESIA BASE BALL SOFT BALL FEDERATION	International	1	0	13017107028	RAGAMALIKA V S
2018	SOFT BALL WORLD CUP CHAMPIONSHIP USA	International	1	0	13017107028	RAGAMALIKA V S
2018	Nation's First Grassroot Level Multisport Event	National	1	0	13017107028	RAGAMALIKA V S
2018	All India Inter University Softball Women Tournament	National	1	0	13017107028	RAGAMALIKA V S
2018	15th South Zone National Softball Championship	National	1	0	13017107028	RAGAMALIKA V S
2018	40th Senior National Softball Championship	National	1	0	13017107028	RAGAMALIKA V S
2018	South Zone InterUnive	National	1	0	14016107028	DIVYA SUDESAN S

University  
Handball  
Women  
Tournament

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

Students are given the foremost importance and representation in the administrative, co-curricular and extracurricular activities in the college. College administration has taken all measures to facilitate admission and student support services. Feedback from students is collected from all batches of students to make improvement in infrastructure and betterment in the quality of teaching. An elected body of students headed by the union chairman is coordinating all student centered activities in the college. Union chairman is also a member of college council which is a body headed by Principal and comprising of all head of the departments and three elected members from teachers and administrative assistant. College council functions as an advisory body helping principal to manage all day to day activities of the college and by resolving all issues pertaining to the general interest of the institution. Chairman gets an opportunity to raise various issues faced by students and to put forward suggestions to improve the academic and extra-curricular activities in the college in the council meetings. The role of other members of the union are as follows Vice chairman assists the chairman in coordinating college union activities. General Secretary is in charge of all activities of the college union where students' participation is involved. Arts club secretary and sports secretary are in charge of conducting and coordinating all arts and sports events in the campus and outside where students of the college are participating. Participation in youth festivals and various sports games are coordinated and facilitated through the college union with the guidance and assistance of staff advisors. Magazine editor compile the literary efforts of students and teachers of the college and publishes college magazine once in a year with the help of a staff editor and magazine committee. Two university union councilors are representatives from the college to the university union where various academic issues and grievances of students are addressed. University union also coordinates various intercollegiate arts and sports events every year. Five class representatives (Three for three years of UG students and two representatives for two years of PG classes) are there to put forward the issues of general concern by respective batches of students. All subjects offering at least a UG programme has an association with an elected student secretary who coordinates department level activities related to that discipline. Seminars, talks, quiz competitions, debates etc. are some of the common activities organized by the department associations. Apart from this, each class has one or two class representatives for maintaining class logs, communicating general information to the class and for coordinating all class level activities. Students are also given representations in important bodies like IQAC, PTA, canteen committee etc. Students have been selected to various co-curricular programmes like scholar support programmes (SSP) for giving special training to needy students, walk with scholar (WWS) for mentoring a few students with good academic record, additional skill acquisition programme (ASAP) for giving training on additional job skills etc. Students are also selected for NSS, NCC and for various clubs

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Alumni of any academic institution play a crucial role in its growth and development of it. The college is the oldest women's college in the state of Kerala. A very large number of alumni comprising of women from diverse strata of society makes it very unique. Former teachers and researchers also are part of the alumni association. As a good number of present faculty members are former students of the college, alumni association activities are regularly arranged with good participation and programmes. Under the college alumni association, there are alumni associations of various departments. An executive body comprising of former teachers, students and some present staff members of the department is constituted for the smooth functioning of the alumni association. Every year alumni meetings are arranged by each department where the members make very valuable suggestions, opinions and remarks on the growth, development and performance of the college. Apart from the membership collections, financial contributions are received from alumni members capable of supporting the activities of the department. In many of the departments, contributions from alumni (both students and teachers) are received in lump sum amounts, the interest of which is used for giving scholarships and awards to students on merit and/or merit cum means every year during the department alumni meeting. The alumni members also donate books and other needy items to the respective departments and classes. The association also offers financial support to economically backward students in the campus. Alumni associations also raise funds to contribute to distress relief activities whenever it is needed. In the year 2018, during the devastating flood that affected many lives in the state of Kerala, lump sum amounts were collected by the alumni associations and were contributed to the chief minister's distress relief fund. College level alumni meet also was arranged, where the former faculty members and former students of all departments were invited. The infrastructure development, laurels of academic and extra-curricular excellence, issues to be addressed by the college etc. are presented before the alumni for seeking their help and support. An alumni member is included in the Internal Quality Assurance Cell, the appellate body in the college to monitor and evaluate curricular, co-curricular, and extra-curricular and infrastructure development activities of the college. Many alumni members, who serve job as teachers offer academic support by delivering special classes / invited talks. As many of the mother parents are former students, parent teacher association also can offer a constant support to the alumni association. In connection with the merit day programmes, a large number of endowments are awarded to the meritorious students. These endowments are mainly due to the contributions by teacher and student alumni members. During the alumni meetings, suggestions and opinions from the members are sought for drafting the institutional development plan. Old Student's Association (OSA) is another body that functions in parallel to alumni association in coordinating similar activities with the active participation of old students.

5.4.2 – No. of enrolled Alumni:

554

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

94500

5.4.4 – Meetings/activities organized by Alumni Association :

Annual meeting, Cultural activities, Lecture series for students, Quiz and Music competitions, Donations for programmes, charity, flood relief, subscription of journals, seminars, endowment and Classes for yoga.

## **CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT**

## 6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Planning board Planning assumes substantial significance because the sum is not the total of all parts and a Planning Board has been set up by the College keeping this axiom in mind. The Planning Board is mandated with the objectives of estimating the requirements of the institution, analysing the resource availability to undertake funds, prioritising the resource allocation, monitoring the implementation of the different projects and works undertaken and evaluation on a regular basis. Since the Board is constituted in such a way that one of the members will take part in almost all other committees of the College ensuring co-ordination and avoiding duplication. The Board advises the College Council in decisions concerning construction, purchase and location of facilities and the like. The Board is entrusted with responsibility of implementing the Master Plan of the College. The Board seeks opinion from the students and suggest the needed changes, if any, in the functioning of many of the components of the College. It also seeks opinion from the different departments of the College as an input in the process. Based on the requirements of the College, the Board liaisons with senior officials of the State government and political administrators of the State. The Board comprises of the Principal, College IQAC Convenor, Senate Member of Kerala University, Faculty Members having experience and aptitude in planning and execution and a senior functionary of the College office. The Committee met five times in the year 2019. Dept. and College level IQAC All major departments have created a department level IQAC in which one of the faculty members holds the charge of collecting and scrutinising all the relevant details of faculty and students. The department level IQAC communicates between the department and College level IQAC and ensures an uninterrupted flow of information across them.

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

Yes

## 6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	Admission to the UG and PG programmes has been done online through the admission portal of University of Kerala. College has successfully completed the UG and PG admissions following the guidelines of university of Kerala and the Dept. of Collegiate Education. Being a Govt. College, admissions are fully merit based and all reservation rules have strictly been followed. In the year 2018-19, marginal increase of 10 has been requested by college to enhance the enrollment number and most of which are sanctioned by the university. The government decision on enhancing the number of seats of some programmes also was undertaken by the institution. With respect to the online allotments by university the admissions were done in college as scheduled. Spot

admission was also made online unlike in the case of previous years. This ensured the transparency of the spot admission process and right of admission to the meritorious students. College office, PTA and the students union of the college have joined in hand to help the parents and students who have come to the campus for the admission. The differently abled candidates have been given special support and assistance during the admission process and thereafter.

Industry Interaction / Collaboration

A large number of faculty members have participated as resource persons in various seminars, conferences, workshops and training programmes organized by universities, colleges, professional bodies and NGOs in the state and outside. The Home science department of the college has made academic collaboration with Dept. of Endocrinology CMC Hospital, offering training to the doctors there and PG Students of our college get free training in diabetes educators training program, in return. Faculty members from Home Science department have also association with NGOs (Kanal, Aware Chennai), schools (The School of Oxford ShishuVihar and Sandeepani School) in providing training/classes as experts and they are also associated with Trivandrum Dieticians Association, NSI-Kerala chapter, Kudumbasree and Nutrition Society of India. The departments of Chemistry and Commerce have collaborated with the Dept. of Higher Secondary Education and State Council of Educational Research and Training for organizing the Higher Secondary School Teacher's Transformation Programme for the higher secondary school teachers of the state in the respective subjects.

Human Resource Management

With the support of Dept. of Collegiate education, Govt. of Kerala, all departments offering UG and/or PG programmes have conducted seminars or workshops in the relevant topics to make the academic community aware about the recent advances in the respective areas. The workshops organized by several departments offered training to teachers and students in some frontier areas. 42 number of faculty members of the college have attended the

refresher/orientation/short term courses offered by the UGC Human Resource Development Centres in Kerala and outside. Economics department of the college has organized free orientation programme for competitive exams and programmes on entrepreneurship development, capacity building and knowledge management for the benefit of students. In the Higher Secondary School Teachers' Transformation, two departments of the college (Chemistry and Commerce) have successfully completed two spells each of training programme for higher secondary schools of the state.

Library, ICT and Physical Infrastructure / Instrumentation

ICT facilities have been greatly enhanced for improving the quality of teaching-learning process. Wifi facility has been made available throughout the campus. A large number of books of different subjects, periodicals and journals have been purchased by utilizing the plan funds of 2018-19. Physical infrastructure also has been greatly improved during the academic year 2018-19. Construction of multi-storied building with a total estimate of 10 crore rupees has been progressed to its final stage in the academic year. Construction of a new block for the BA English (Honours), also has been advanced during the year. The construction of commerce block also has been progressed. With a special assistance for 'centre of excellence', an amount of 12 crore has been sanctioned by the Dept. of Higher Education, Govt. of Kerala for setting up of a central instrumentation facility in the campus of Govt. College for Women. A total number of 25 instruments have been purchased in the first phase. Fluorescence spectrophotometer, nano fiber electro spinning unit with vertical horizontal orientation spinning and UV quavering, automated preparative flash chromatography system, potentiostatic impedance spectrometer with battery analyzer, automated preparative flash chromatography system, PAGE (vertical) and western blot apparatus combo, bio safety cabinet etc. are some of the major instruments purchased and installed in 2018-19. The purchase of 400 MHz NMR spectrometer also has been initiated.

Research and Development

Active research has been undertaken by all the 12 research departments of the college during the academic year 2018-19. A total number of 116 students are pursuing PhD programme in the college of which 92 students are full time scholars and 24 students are doing part-time research. Seven students (six nos. of full time scholars and one part time scholar) have been awarded the PhD degree in 2018-19. 67 research papers have been published in national/international peer reviewed journals of high impact factors. Three research projects have been undertaken and completed. The college has published four volumes of the multidisciplinary research journal 'Echoes of Research'. Along with the publications of faculty members and research scholars of the college, the journal has extended its platform for publication open to contributors outside the college, from last year onwards. Philosophy department of the college has published a students project entitled 'Ikigai', funded by the Dept. of Collegiate Education, with the objective of fostering critical thinking among students. Students collected articles and did interview with eminent scholars at international and national levels and then compiled and edited with the help of department faculty. Students from the Dept. of Economics have participated in paper presentation on the topic 'Rebuilding Kerala', after the devastating flood in the year 2018.

Examination and Evaluation

Measures to implement an online Attendance Maintenance System (AMS) for proper evaluation of classroom attendance have been initiated in the year 2018-19. This will ensure better classroom attendance by students and will facilitate evaluation of the attendance component of continuous evaluation process. Regular internal examinations have been conducted and assignments and/or seminars were given for fulfilling the requirements of continuous evaluation. End semester examinations have been conducted as per the schedule of the University of Kerala. The question paper setting, valuation and declaration of results have been done by University itself. The college has offered wholehearted

support in conducting the examinations. All the faculty members appointed by university in connection with the examination duties (invigilation, additional examiner for valuation, external examiner for practical examinations, examination board chairpersons etc.) have fulfilled their duties with utmost responsibility. The college authority has taken due vigilance in the conduct of examination and declaration of results from the capacity of the institution.

Teaching and Learning

Along with the regular class room teaching, special programmes called 'New Initiatives' by the Dept. of Higher Education, Govt. of Kerala like Scholar Support Programme (SSP)- for giving special support to the weak learners and Walk with Scholar (WWS)-for giving mentoring to a selected batch of students, are also undertaken by the college in its full spirit. Another programme revolutionized the learning experience was the programme 'Online Resources Initiatives of Collegiate Education (ORICE)', envisaged by the Dept. of Collegiate Education, Govt. of Kerala aiming the development and dissemination of higher education thoughts of eminent academicians within India and abroad to the learners through an online learning process. The ORICE programme has been successfully initiated in our campus. This is a platform where the learners will be felt traditional learning, which involves access to any subject at any time without any cost. Interactive and live streaming sessions are offered to the students and teachers of higher educational institutions across the state/world. The college has also hosted the Higher Secondary School Teachers' Transformation Programme, jointly organized by Dept. of Collegiate Education, Dept. of Higher Education and State Council of Educational Research. This training for higher secondary school teachers has been organized by the Dept. of Chemistry and Dept. of Commerce two times each in the campus of Govt. College for Women Thiruvananthapuram in 2018-19. The training was ten day log residential programme to empower the higher secondary school teachers of the state

to train the plus two students to achieve better heights in advanced learning and research. The programme is evaluated as a very effective measure to fill the gap existing between higher secondary education and college level learning.

**Curriculum Development**

Govt. College for Women Thiruvananthapuram is affiliated to the University of Kerala. The curricula and syllabi of all the courses are as prescribed by the boards of studies of the university. Faculty members of most of the departments have performed duty as a member / chairman of board of studies of concerned subjects. In the academic year 2018-19, university has initiated the processes of restructuring all the UG and PG syllabi in an outcome based manner. Several workshops and meetings, both general and subject wise have been convened and teachers from our college have actively participated in those meetings and made valuable suggestions and contributions. This revision aims the reformation of the syllabi by setting the learning outcome of each course (paper) in a learner perspective enabling the students to go further in the process of learning and in academic/career achievements. All academic regulations and guidelines with respect to curricula, syllabi and examination as instructed by the University of Kerala and the rules and regulations of the Dept. of Higher Education for higher educational institutions are strictly followed by the institute.

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

E-governance area	Details
<p><b>Examination</b></p>	<p>Being an affiliated college of University of Kerala college, all examinations conducted in the college is coordinated through the university examination portal. Students can directly register for examinations and can remit fees online. Exam notifications and results also are made available through the interface. Award of continuous evaluation marks are done online through teacher - HoD - Principal levels at the college interface of the portal. Mark lists of each semester can be downloaded from</p>

the examination site. Application for revaluation and improvement examination also is made online. Question papers for all PG exams are made available only by online.

Planning and Development

The planning committee headed by the college principal takes care of academic and infrastructure development plans of the college. All development proposals and purchase intents are submitted and processed online through the e-governance portal of Dept. of Collegiate Education, Government of Kerala, where all proposals and supporting documents are uploaded and validations and sanctioning are done online. This ensures hassle-free processing of accounts and timely completion of developmental works and purchases. All financial transactions are managed through Bill Information and Management System (BiMS) is an electronic-Bill portal for claim settlements by Drawing and Disbursing Officers (DDOs).

Administration

Office administration of the college also has been equipped with e-governance tools. The web based file tracking management system (Digital Document File System - DDFS), an idea emerged from the vision of less-paper office DDFS as introduced by Department of IT, Government of Kerala has started functioning in the college. DDFS covers the whole details of a document, beginning with the creation of a tapal and ending with the closure of the file. Fast and user friendly interface enables the officers to work effortlessly with their files. The system is highly secure with each operation monitored and audited.

Finance and Accounts

Financial accounting processes have been shifted to online platforms like SPARK and BiMS in recent years. SPARK-Service and Payroll Administrative Repository for Kerala has been developed by National Informatics Centre (NIC) based on state government decision to implement an integrated personnel and payroll management system covering all government departments in the state. Salary processing and disbursement has been made online through this system for last several years. All financial transactions are managed through Bill Information and Management

	System (BiMS). This has made all financial accounting hassle-free and facilitates the faster implementation of projects and prompt purchases.
Student Admission and Support	Admission to various programmes offered by college is conducted solely through online admission portal facilitated by University of Kerala, to which the college is affiliated. Submission of application by students, allotment of admission, admission process etc. is done through various user interfaces of the portal. Students have the options to remit the fee online for any academic related purposes. Application to various student scholarships also can be submitted online through National Scholarship portal and through the scholarship portal maintained by the Dept. of Collegiate education, Kerala. The scholarship is transferred to the student through the Direct Benefit Transfer (DBT).

### 6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	ANJU SUSAN THOMAS	FLAIR ISEC	NIL	3452
2018	RESMI C PANICKER	FLAIR ISEC	NIL	3640
2018	SHERIL ELIZABETH JOSE	FLAIR ISEC	NIL	3192
2019	GANASREE H G	FLAIR ISEC	NIL	3536
2019	SMITA G S	FLAIR ISEC	NIL	3600
2019	SHINI V S	FLAIR ISEC	NIL	3600
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	One day Seminar on NAAC -	NIL	01/01/2019	01/01/2019	115	0

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Orientation Programme	1	20/06/2018	17/07/2018	28
Refresher Course in MOOC and E-Content Development	1	22/05/2019	04/06/2019	14
Short term Course in Business Mathematics and E-Business	2	21/01/2019	23/01/2019	3
Multi disciplinary Refresher Course in Human Rights	2	08/10/2018	29/10/2018	22
Refresher Course in Commerce and Management	2	27/07/2018	16/08/2018	21
Short Term Course in Disaster Management	1	18/07/2018	25/07/2018	8
Winter School In Basic Sciences	1	26/02/2019	18/03/2019	21
Refresher Course in Material Science Physics Chemistry	2	31/10/2018	21/11/2018	22
Short Term Course in Student Counselling and Mentoring	2	24/10/2018	31/10/2018	8
Refresher Course in Statistics	1	24/05/2018	13/06/2018	21
<a href="#">View File</a>				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
3	15	0	0

#### 6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
General Provident Fund, State Life Insurance, Group Insurance, Group Personal Accident Insurance Scheme, Medical Reimbursement, Staff Club for recreation.	General Provident Fund, State Life Insurance, Group Insurance, Group Personal Accident Insurance Scheme, Medical Reimbursement, Staff Club for recreation.	Food for the poor students, Financial support to the needy students in the form of endowments, Seeking medical aid as and when required, Assistance to youth festival, Assistance to sports, Assistance to study tour, Special assistance to study tour of SC/ST students, Fee concession in courses offered by the Continuing Education Sub Centre, Subsidized rates for food items supplied through college canteen.

#### 6.4 – Financial Management and Resource Mobilization

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

The college is a state run institution, fully funded by the government. Any expenditures involving payment from the grants received from the state government, UGC, Planning Board, RUSA and KIIFB are audited. The tuition fee for various academic programmes, as fixed by the government, are collected and remitted in the respective head of account. Use of financial resources is co-ordinated and monitored by the designated Committees. The College Council, IQAC, UGC cell, Purchasecommittee and sub-committees monitor and manage available financial resources. Formal discussions are held at given intervals and the decisions made are communicated to the stakeholders. Thus, the institution safeguards transparency by following the sourcing of funds, planning by respective committees, filing of expenditure statements, utilization and finally a submission of the procedure for getting it monitored. Accounts of PTA are maintained and audited every month. Auditing of stock registers, College Library, department libraries and all Plan Expenditures of the college are conducted without fail. An independent accounts section is functioning in the college, which prepares the accounts, get it approved and make it available for audit. The Institution has established a mechanism for conducting internal and external audits on the financial transactions every year to ensure financial compliance. The accounts are maintained regularly and in accordance with the prescribed act and rules. Steps are taken to ensure that the receipts and disbursements match. All vouchers are audited by an internal financial committee on half yearly basis. The expenses incurred under different heads are thoroughly checked by verifying the bills and vouchers. If any discrepancy is found after an internal audit, audit objection pertaining to individual departments will be circulated for clarification. The explanations received from the concerned departments are scrutinized and the income and expenditure details and the compliance report of internal audit are submitted to the principal. An external propriety audit is conducted once in every year

to check whether the transactions have been done in conformity with the established standards. The final reports are sent to the concerned audit heads (Director of Collegiate Education, Kerala and the Office of the Accounts General) for settlement. The audit paras which were not dropped are communicated to the concerned department for compliance and corrective action. Any queries, in the process of audit would be attended immediately along with the supporting documents within the prescribed time limits. The institution did not come across with any major audit objection during the preceding years. All these mechanisms exhibit the transparency being maintained in financial matters and adherence to financial discipline to avoid defalcation of funds or properties of the institution at all levels.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Various Agencies	97500	Rent for Auditorium and Assembly Hall
<a href="#">View File</a>		

6.4.3 – Total corpus fund generated

200569
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## 6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	External Committee Constituted by the College	Yes	IQAC
Administrative	Yes	Directorate of Collegiate Education, Office of the Accountant General, Dept. of Finance - Govt. of Kerala	Yes	An Internal Committee

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

<ul style="list-style-type: none"> <li>• Financial support for maintenance of electrical, water supply and electronic items</li> <li>• Financial and physical support to cultural programmes of students</li> <li>• Providing reprographic facilities</li> </ul>
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6.5.3 – Development programmes for support staff (at least three)

<ul style="list-style-type: none"> <li>• Training in Yoga for staff</li> <li>• An intellectual discussion forum to improve academic abilities</li> <li>• Organizing sports/cultural programmes for staff</li> </ul>
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6.5.4 – Post Accreditation initiative(s) (mention at least three)

<ul style="list-style-type: none"> <li>• Established Central Library in a four storey building</li> <li>• Construction of 3 new academic blocks</li> <li>• Established a new centralized instrumentation facility</li> <li>• Improvement in Toilet facilities</li> <li>• A new HT connection exclusively for the college</li> </ul>
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### 6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	No
d) NBA or any other quality audit	No

### 6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	One day Seminar on NAAC - IQAC Guidelines	01/12/2018	01/12/2018	01/12/2018	115
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## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Exhibition on Gender Equity	13/12/2018	15/12/2018	320	12
Nadakam Prathir odhathinte avat haranakala (Seminar) the drama for social discrimination)	03/12/2018	06/12/2018	84	13
Chayam poosiyasilakal (Street play) painted stones	03/12/2018	03/12/2018	2010	120

#### 7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
Solar panel-1. The installation of solar panel is underway

#### 7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	53
Provision for lift	Yes	52
Ramp/Rails	Yes	53
Scribes for examination	Yes	27

#### 7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to	Number of initiatives	Date	Duration	Name of initiative	Issues addressed	Number of participating
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	address locational advantages and disadvantages	taken to engage with and contribute to local community					students and staff
2019	1	1	05/02/2019	1	SnehaSand eshaKoott ayma at S reeChithr a Poor Home	Improving emotional well being of children in orphanage	12
2018	1	1	23/08/2018	6	menstrual hygiene awareness for the flood victims	victims of alapuzha, kannur and coastal areas of trivandru m	4
2019	1	1	01/01/2019	12	Training for tribal women	providing training on apparel designing and basic stitches	10
2018	1	1	21/07/2018	3	Learn to Live	creative workshop fro school children on soft skills	6
2018	1	1	04/09/2019	4	Women and Child health	demonstra tions and awareness programme s1	12
2018	1	1	10/04/2019	10	Women Camp	awareness and training on life skills for adole scents and women and medical camp for	6
2018	1	1	06/09/2019	1	Nutrition Education	exhibitio n based on	4

						nutrition week theme	
2019	1	1	01/01/2019	1	AMMATHOTTIL	donated food materials, dresses and toys to the inmates	32
2018	1	1	01/06/2018	13	Karnamrut ham	recording for blind students	15
2018	1	1	01/12/2019	12	Aksharadam	mentoring for visually challenged	10

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

Title	Date of publication	Follow up(max 100 words)
COLLEGE CALENDER	01/08/2019	Standard Procedures to ensure Ethical Practices and Good Conduct The College has the following internal mechanisms in place to ensure the above-mentioned standards of behaviour and conduct and to instill a sense of accountability among the students. • At the time of admission, each student must sign a statement accepting this Code and by giving an undertaking that: 1. she shall abide by the rules and regulations of the College 2. she shall be regular in attending classes 3. if a student is forced to discontinue studies for any legitimate reason, she may be relieved from the College subject to written explanation of the reasons behind leaving. As a result of such relieving, the student shall be required to clear any pending dues 4. she shall not engage in any unlawful

activity/behaviour - including harassing/bullying/ragging others, disrespecting or violating rights of other persons, destroying property of the College - and abide by the rules and regulations specified by the Code of Conduct of the College • The students' primary affiliation is with their respective academic departments. All Department level councils function in ways to ensure good conduct among the students. In case there is a breach of code of conduct by a student, the Department council first inquires the issue and brings it to the notice of the Principal who then directs the case to an appropriate College-level committee. In cases where students have any grievance, they could approach the Department level council and express their concern. Based on the circumstances, the same will be forwarded to the Principal who would direct the issue to be sorted out to the appropriate College-level committee. In cases where the violations are not severe, the student shall be warned at the Department level. In other instances, depending upon the gravity of the violation, necessary actions will be taken against the student by the head of the institution, the College Principal. College-level Committees Discipline Committee - The Discipline Committee oversees the overall discipline in the College premises during regular

class days and during important functions/gatherings in the college Campus such as College Students' Election, College Day, Freshers' Day and other such functions. A senior teacher in the college is usually in-charge of the committee that has a team of ..... teachers from various departments. The College Principal is the convener of the committee. In the event of any breach of conduct by students, this will be brought to notice of the Discipline committee. The committee shall ensure a speedy action to warn the student or take necessary action depending upon the circumstance. Grievance Redressal Committee - If a student is aggrieved by some experience within the campus, she can submit a written complaint forwarded through the respective Department, which would then be taken up by the Grievance Redressal Committee as directed by the Principal. A senior teacher and a team of other teachers comprise the committee that is convened by the College Principal. The committee takes necessary steps to hear the student's grievance in detail and based on the sessions held by the committee with the aggrieved and the other party (usually another student, or in some cases a teacher or a non-teaching staff), a detailed report is prepared and submitted to the Principal who takes the necessary action. The College also has the Anti-Ragging Cell and

Prevention of Sexual Harassment Cell to curb any such misconduct within the College campus. The students who are aggrieved can approach these committees for redressal.

#### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Independence Day celebration	15/08/2018	15/08/2018	315
Republic Day Celebration	26/01/2019	26/01/2019	259
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#### 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

- Planting and protecting trees
- Biowaste management
- Taking measures to reduce the use of plastic
- Promoting the use of paper pens
- Organic farming by nature club

### 7.2 – Best Practices

#### 7.2.1 – Describe at least two institutional best practices

The facilities thus provided are utilized by about 500 users every year from various academic and research institutions and industries in and outside the state.

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

<https://www.gcwtvm.ac.in/best-practices/>

### 7.3 – Institutional Distinctiveness

#### 7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

With the motto of "For The Country and for The Home" Govt. College for Women, Thiruvananthapuram has a rich legacy of more than a century in providing quality higher education to girl students of the state. Women empowerment through education is the distinctive vision of the institution, which has been given emphasis in all the teaching, learning and research activities of our college. The college has emerged as a 'Centre of Excellence' in the state of Kerala offering 18 undergraduate programmes and 17 post graduate programmes in various disciplines. Twelve of the departments have the research centre status. The four storied central library with a large number books, journals, periodicals, newspapers and other academic publications is the biggest resource to the academic community in the campus. Students are given the foremost importance and representation in the administrative, co-curricular and extracurricular activities in the college. College administration has taken all measures to facilitate admission, examinations and other student support services. Students of the college secure 30-35 ranks, every year in Kerala university examinations. A good number of students join for higher education and research on completion of the programmes. A reasonably good number of students qualify national level eligibility tests like UGC/CSIR-JRF-NET and GATE, every year. Many of the faculty members of the college have been actively

involved in pursuing research and regularly publishing research articles in reputed national and international research journals. Our students excel in arts, sports and other extracurricular activities. Students of our college have become members in several national, state and university teams of sports events. Our college has been in the third position among the affiliated colleges in university youth festivals for the last several years. Various co-curricular 'new initiative' programmes like scholar support programmes (SSP) for giving special training to needy students, walk with scholar (WWS) for mentoring a few students with good academic record, additional skill acquisition programme (ASAP) for giving training on additional job skills etc. are undertaken by the college in its full spirit. NSS, NCC and various clubs like literary, debate, quiz, drama, health etc. fully functional in the campus. A continuing education sub centre of University of Kerala Centre for Adult Continuing Education Extension is here in the campus offering nearly 300 courses to the students of the college as well as to people outside the campus without any age barrier for women. Activities in connection with central government initiatives like Unnat Bharat Abhiyan and Ek Bharath Shrestha Bharath are organized by the college. Under the Unnat Bharat Abhiyan programme, inspired by the vision of transformational change in rural development processes by leveraging knowledge institutions to help build the architecture of an inclusive India, the college has adopted four villages in the rural areas of Thiruvananthapuram district. Being a college of glorious past of nearly a century, alumni of the college is of a very large number. Alumni association mainly comprises of women from diverse strata of society gives a crucial support in the development of the institution

Provide the weblink of the institution

<https://www.gcwtvm.ac.in/about-us-2/>

## **8.Future Plans of Actions for Next Academic Year**

Future Plans of action for next academic year 2019-20 The college has been re-accredited with A grade by the NAAC in March 2015. We are about to start preparing the SSR for next cycle / level of accreditation. As part of the ongoing infrastructure development activities, several new academic blocks are being constructed. Completion and commissioning of these blocks will be given the first priority in the institutional development plan of academic year 2019-20. This would be the first thing to be accomplished in the coming year as the college has been facing lack of classrooms and facilities in the campus, as some of the old blocks had been demolished for new construction. Completions of three new academic blocks are in progress and are expected to be handed over this year. These include the English honors block, academic block (for various departments, labs and central instrumentation facility) and the Statistics block. Once the academic block is completed there will be ample room for installation of all the existing sophisticated instruments and new instruments to be purchased this year. The plan of setting up a Central Instrumentation Facility (CIF) is expected to be accomplished in the year 2019-20. All efforts in promoting research activities in the college will be undertaken, as we have been greatly improving our research facilities like specialty instruments and supporting facilities, over the past several years. Enhancement in the numbers of research scholars, research degrees and published research papers are indicative of the opportunity in thriving quality research and academic output in the coming academic year. The existing library facilities will be strengthened with more books and online journals. Being a college established 123 years back, most of the buildings and amenities in the campus have been constructed many decades back. Some of the facilities need repairing / renovation. It has been noticed that the drainage system of the college which was made 70 years back, need to be improved. Asset maintenance fund is to be granted and utilized in the year 2019-20. Several new programmes initiated by the Dept. of Higher Education, Govt. of Kerala have been undertaken

by the college in its right spirit. We are planning to improve our academic infrastructure by revamping ICT enabled facilities in the campus. Better internet connectivity will be ensured throughout the campus by up gradation of the existing facilities. Recording of classes and invited talks for making digital achieves of lectures will be initiated for the benefit of teachers and students in the campus and outside. The programme 'Online Resources Initiatives of Collegiate Education'(ORICE) aiming the development and dissemination of higher education thoughts of eminent academicians within India and abroad to the learners through an online learning process will be initiated in our campus, this year. More academic and outreach programmes like Higher Secondary School Teachers' Transformation Programme, organized by Chemistry and Commerce departments of the college last year for training higher secondary school teachers, will be organized in 2019-20 also. We expect a successful and productive year