



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		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

2. Institutional Status																			
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																	
3. Website Address																			
Web-link of the AQAR: (Previous Academic Year)		https://www.gcwtvm.ac.in/aqar-2017-18/																	
4. Whether Academic Calendar prepared during the year		Yes																	
if yes,whether it is uploaded in the institutional website: Weblink :		https://www.gcwtvm.ac.in/wp-content/uploads/2020/06/Academic-calendar-2018-19.pdf																	
5. Accrediation Details																			
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>2</td> <td>A</td> <td>3.26</td> <td>2015</td> <td>03-Mar-2015</td> <td>02-Mar-2020</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	2	A	3.26	2015	03-Mar-2015	02-Mar-2020
Cycle	Grade	CGPA	Year of Accrediation	Validity															
				Period From	Period To														
2	A	3.26	2015	03-Mar-2015	02-Mar-2020														
6. Date of Establishment of IQAC			01-Nov-2005																
7. Internal Quality Assurance System																			
Quality initiatives by IQAC during the year for promoting quality culture																			
Item /Title of the quality initiative by IQAC		Date & Duration		Number of participants/ beneficiaries															
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
clean and green campus	acheived and workling further
Water harvesting	included in smart city program
Solar panel	included in smart city program
unnath bharath abhiyan	adopted four villages
NIRF ranking participation	ranked fourty seven
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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

2018

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 2018 to 2019. 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
No Data Entered/Not Applicable !!!		
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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
No Data Entered/Not Applicable !!!		

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

	Certificate	Diploma Course
No Data Entered/Not Applicable !!!		

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
BA	English	25	6644	31
BA	Economics	60	3567	68
BA	Hindi	33	1791	37
BA	History	70	3236	79
BA	Malayalam	33	3029	38
BA	Philosophy	70	991	76
BSc	Psychology	24	3421	26
BSc	botany	35	4632	37
BSc	chemistry	40	3766	42
BSc	Home Science	29	1026	29

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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
No Data Entered/Not Applicable !!!					
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	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
2019	SONIA GEORGE	Assistant Professor	BEST PROFESSOR IN PSYCHOLOGY
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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
No Data Entered/Not Applicable !!!				
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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
No Data Entered/Not Applicable !!!					
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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
No Data Entered/Not Applicable !!!				
No file uploaded.				

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
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

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)
No Data Entered/Not Applicable !!!			
View File			

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

Department	Number of Publication
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
No Data Entered/Not Applicable !!!						
No file uploaded.						

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
No Data Entered/Not Applicable !!!						
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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
No file uploaded.				

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
No Data Entered/Not Applicable !!!			
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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
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
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No Data Entered/Not Applicable !!!

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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
No file uploaded.			

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
No Data Entered/Not Applicable !!!					
No file uploaded.					

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
No Data Entered/Not Applicable !!!	
View File	

4.2 – Library as a Learning Resource

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

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

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			
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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	Keralamooocs.org	03/12/2018
Dr. Shabana Habeeb	Hindi Natak Shityake Utbhavaurvikas	e-pathshala	02/12/2018
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	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	http://www.promelavya.kerala.gov.in

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

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
No Data Entered/Not Applicable !!!			
View File			

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
ASAP	01/06/2018	26	Govt. of Kerala
WWS	01/06/2018	90	Govt. of Kerala
SSP	01/06/2018	130	Govt. of Kerala
Learning Hub	01/06/2018	6	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	Programme graduated from	Department graduated from	Name of institution joined	Name of programme
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	enrolling into higher education				admitted to
No Data Entered/Not Applicable !!!					
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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
No file uploaded.	

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

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		
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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/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
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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
Curriculum Development	<p>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.</p>
Teaching and Learning	<p>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</p>

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.

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.

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.

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.

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.

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 Seconadry Education and State Council of Educational Research and Training for organizing the Higher Seconadry School Teacher's Transformation Programme for the higher secondary school teachers of the state in the respective subjects.

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.

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

E-governance area	Details
<p>Planning and Development</p>	<p>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 thorough 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).</p>
<p>Administration</p>	<p>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.</p>
<p>Finance and Accounts</p>	<p>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</p>

	<p>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.</p>
Student Admission and Support	<p>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).</p>
Examination	<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 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.</p>

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
No Data Entered/Not Applicable !!!				

No file uploaded.

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 - IQAC Guidelines	NIL	01/01/2019	01/01/2019	115	0

No file uploaded.

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
No Data Entered/Not Applicable !!!				

[View File](#)

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)

Institute conducts annual stock verification and financial audit every year. The stocks of all assets like furniture, instruments, computers and accessories, library books, laboratory items and all other non-consumable items entered in stock registers are verified internally by specifically assigned teams of teaching and non-teaching staff. Department-wise verifications also are done by the end of the every academic year. Items which are irreparably damaged and become out of use are listed for writing off, subjected to the permission from higher authorities. Internal financial audit is done by the accounts section of the college administration. External audit also is done annually by the audit wing of Department of Collegiate Education through one week long auditing process to verify all purchase related and other accounts, utilization of plan funds, special financial assistance from Kerala state Govt. and financial supports from UGC. Apart from this occasional audit from the Accountant General (Kerala) also are done to verify the accounts. On completion of the internal and external audits, the queries are addressed and clarifications are made by the concerned department/staff to keep the records in order. The regular auditing exercise ensures strict adherence to the stores and purchase rules of the state and timely settling of accounts. This has brought an excellent discipline in utilization of public exchequer and good financial conduct in the institution.

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
No Data Entered/Not Applicable !!!		
View File		

6.4.3 – Total corpus fund generated

200569

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)

- Financial support for maintenance of electrical, water supply and electronic items
- Financial and physical support to cultural programmes of students
- Providing reprographic facilities

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

- Training in Yoga for staff
- An intellectual discussion forum to improve academic abilities
- Organizing sports/cultural programmes for staff

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

- Established Central Library in a four storey building
- Construction of 3 new academic blocks
- Established a new centralized instrumentation facility
- Improvement in Toilet facilities
- A new HT connection exclusively for the college

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
No file uploaded.					

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 poosiya silakal (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 address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
No Data Entered/Not Applicable !!!							
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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)
No Data Entered/Not Applicable !!!		

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)

<ul style="list-style-type: none"> • 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

No Data Entered/Not Applicable !!!

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

<p>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,</p>
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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