



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution		VTM NSS COLLEGE
Name of the head of the Institution		Dr V M Anandakumar
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		0471-2232240
Mobile no.		9526505577
Registered Email		vtmnsscollege@yahoo.in
Alternate Email		principalvtmnsscollege@gmail.com
Address		The Principal VTM NSS COLLEGE Dhanuvachapuram Thiruvananthapuram (Dist) Pin - 695503
City/Town		Thiruvananthapuram
State/UT		Kerala
Pincode		695503

2. Institutional Status					
Affiliated / Constituent		Affiliated			
Type of Institution		Co-education			
Location		Rural			
Financial Status		state			
Name of the IQAC co-ordinator/Director		Manoj R			
Phone no/Alternate Phone no.		04712232240			
Mobile no.		9745105135			
Registered Email		vtmnsscollege@yahoo.in			
Alternate Email		iqac@vtmnsscollege.ac.in			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		http://vtmnsscollege.ac.in/wp-content/uploads/2017/05/aqar-final-2018-19.pdf			
4. Whether Academic Calendar prepared during the year		Yes			
if yes,whether it is uploaded in the institutional website: Weblink :		http://vtmnsscollege.ac.in/wp-content/uploads/2021/06/Academic-Calendar-2019-20.pdf			
5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
2	B	2.74	2012	10-Dec-2012	09-Mar-2017
3	B+	2.71	2018	30-Nov-2018	29-Nov-2023
6. Date of Establishment of IQAC			04-Jun-2007		
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
Social Extension Outreach Programmes through NSS and NCC	21-Jun-2019 335	250
Initiative to conduct Seminars/Talks/Symposia in Contemporary/Current areas of interest with respect to relevant Subject/Topic	05-Jul-2019 216	1821
Skill Development Training through People's Planning Forum	30-Sep-2019 1	47
Guidance and Counselling through Women's Study Unit	06-Nov-2019 4	14
Go Green Campaign	13-Nov-2019 137	105
One day Workshop on Teaching, Learning and Evaluation : Changing Protocols in pedagogical innovations as part of Staff Improvement Programme	26-Nov-2019 1	112
One day Workshop on Scholarly Communication in Digital Environment: New Perspectives jointly organized by The Central Library and IQAC, as part of SIP	09-Dec-2019 1	114
Greater Participation for a Stronger Democracy - Instilling Constitutional Awareness, in association with Election Commission of India	10-Jan-2020 1	154
Blood Donation Drive, in association with KSACS and KSBTC	20-Jan-2020 1	44
Inspiring the Transformation of Education - A One Day Exhibition of Latest Teaching Aides in Association with KM Technologies, Trivandrum	04-Feb-2020 1	1821
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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
College	PD	State	2019 365	901460
College	UGC	Central	2019 365	1331437
College	Major Research Project	State	2020 365	68750
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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 :

3

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?

No

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

1) Extension and Social Outreach programmes

2) Academic and Administrative Training Programmes

3) Skill Development Training Programmes

4) Online Feedback

5) Infrastructural and Security Augmentation

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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	Achievements/Outcomes
Staff Improvement Programme (SIP) for both Teaching and Non-Teaching Staff	The entire academic and on-academic fraternity were given a thorough idea regarding the course of work to be done to ensure qualitative and quantitative output
Social responsibility - Manmade disaster	Learners were sensitised on manmade disasters as a social responsibility and their role in preventing/tackling such disasters and effective disaster management strategies
Environmental audit	Learners were able to gain first hand experience and awareness in the natural milieu of the campus and its surroundings.
Green energy, Sustainable /renewable energy.	Students were sensitised on the issue of energy conservation, sustainable energy and social development and significance of green energy
Awareness programme on Food wastage and green campus	a) Students were sensitised on how to reduce food waste in campus and at home b) were sensitised on the importance of their role in ensuring Green Campus and reduce the usage of plastic
Concept level test for new comers (Semester one UG Students)	To segregate advanced and slow learners- question papers, schedule and evaluation, identifying existing skill set of students-follow up by councilors.
Risk Management	Anticipating potential risk factor and preventive measures in quality management. Decided to communicate with college management for compound wall strengthening, and adding fencing over the walls, CCTV system up gradation and rearranging security system. Manager agreed and started compound wall work and directed college for inviting quotations for other works. Minutes of purchase committee
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14. Whether AQAR was placed before statutory body ?	Yes
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Name of Statutory Body	Meeting Date
College Council	20-Feb-2021

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
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16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	30-Sep-2019
17. Does the Institution have Management Information System ?	No

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

The institution caters to provide a platform for a holistic development of the learning community. We ensure their success as individuals endowing them with a strong value system. It caters to the learners from a rural background and roots its foundation on an excellent teacher-student relationship. The college, affiliated to the University of Kerala, follows the syllabus structured by an academic committee constituted by the university in which the members of the college faculty also play an active role. The curriculum is implemented in the institution through a well-planned and documented process. In the beginning of each academic year, the college academic committee prepares an academic calendar in accordance with the University academic almanac. The College Level Monitoring Committee (CLMC), details of which is published in the college web site, initiates the proper implementation of the charted plan of action in order to ensure the smooth execution of the curriculum. The Department Level Monitoring Committee (DLMC) synchronises the scheduled academic activity within the department. The students are inducted into the semester system through a bridge course and the class tutors are assigned with the task of intimating the schedule of various courses to the students and acquaint them with the syllabus. A student-centric and innovative learning process aided by ICT enabled methods of learning through Google classrooms, participative teaching-learning and a comprehensive and continuous evaluation system equip the learners to excel in both academic and non-academic fields. A unique method of micro grouping system has been introduced among the students to ensure effective learning. Facilities like Scholar Support Programme (SSP) and Remedial Teaching are provided for slow and weak learners and Walk With the Scholar (WWS) programme is offered for high achievers. The latter also receive special coaching and guidance in preparing for PG entrance exams along with career oriented training. Students are also provided with soft skill and life skill training to warrant an all-inclusive growth. A Career Guidance and Placement Cell works towards making students industry ready by implementing on and off campus training programmes. The leadership and organisational skills of students are brought to the fore by the activities organised by the NCC and NSS as well as the College Union. Regular feedback is also taken from the students to address the challenges faced by them during the teaching-learning process.

The Continuous Internal Evaluation (CIE) is done in accordance with the academic calendar. During each semester, the progress made is examined and an academic audit is prepared. This is submitted to the Principal who places it before the academic council. Academic audit is also performed in each semester, by an expert panel constituted by the Management. After analysing the reports,

the suggestions evolved are conveyed to the department and the implementation of the remedial measures is also ensured. Thus, the college is able to attain an optimum level of curriculum delivery through a consistent and incessant process of teaching-learning and evaluation that greatly benefits the students in their all round personality development.

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
NA	NA	Nil	0	NA	NA

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NA	Nil
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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
Nil	NA	Nil

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

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
Spoken English and Soft Skill Development	11/12/2019	45
Gender Issues and Studies	14/11/2019	48
Parliamentary Practice and Procedure	05/02/2020	35
Cyber laws and IT Act of India	04/12/2019	30
Quantitative Aptitude	10/01/2020	13
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1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Malayalam	30
BA	Political Science	5
BSc	Botany	34
BSc	Chemistry	35

BCom	Commerce with Cooperation	40
MCom	Commerce	22
MA	History	30
BSc	Chemistry	35
BSc	Zoology	33
BSc	Physics	40
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
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>One of the most important and powerful influences on learning is feedback. An effective feedback system from all the various stake holders is indispensable for the holistic growth of an institution. VTM NSS College recognizes this system as a means to scale the pinnacle of excellence. As an institution set in a rural area that with rapid development, having a young population with constant change, a good feedback system helps to keep it on track. It goes a long way towards ensuring to meet the needs of our students, parents, alumni and other stake holders. It is a means of understanding and analyzing how effective the measures adopted by the college are and the immediate changes that need to be incorporated. The most important stakeholder in the system is the student community. Rather than being mere voiceless spectators or participants in the teaching learning process, they are urged to be active participants, for the system to be sensitive to their ever changing needs and aspirations. The students of the college thus play an important role in both the internal as well as the external quality assurance of the institution. The enhancement and empowerment of students as active participants in the process of learning, ensuring that their voices are heard through feedback is the single most important step towards teaching learning effectiveness. The feedback collected from the students at regular intervals is analysed and action is taken based on the points that have been raised by the student fraternity. Together with the students, the parent community also plays a major role in the system of quality control in the college, by being a significant part of the feedback process. Feedback is collected from the parents routinely through the Parent Teacher and student interactive sessions. The action taken is conveyed to them in the next Parent Teacher Session itself so that the channels of communication always remain open. The teachers of the college are also important parts of the feedback system. With their daily interactions with the students and facilities that the college provides, teachers can definitely add to the perspective of the students making it easier to take effective action. They are also the channels through which the curriculum reaches students and can provide the right evaluation of the curriculum so that effective communication can be relayed to the university regarding the same.</p>

The alumni form the last part of the feedback system. Since they have already passed through the entire course of study in the college, they are aware of the difficulties they have faced and though their visits to the college they would be aware of the improvements already made and the ones needed for the betterment of the college. The feedback from the alumni is collected during the annual alumni meets organised by the various departments and actions are taken accordingly.

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	Chemistry	44	1660	44
BSc	Physics	44	1448	41
BSc	Zoology	45	2792	41
BSc	Botany	32	2647	44
BSc	Mathematics	40	859	52
BA	Economics	50	2227	54
BA	Political Science	60	2643	65
BA	History	50	3040	67
BA	Malayalam	50	3024	53
BA	English	55	4206	60

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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
2019	1618	168	24	33	57

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
57	57	1	9	7	8

[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)

The institution has a well structured mentor -mentee system that efficaciously carries out its function in guiding,

giving prompt advices, and support to the mentees. Our mentors enable the learner to hone his or her abilities and skills through observation, assessment, moulding, and by providing guidance. Each teacher in the college who acts as a mentor has been allotted a specific number of students under this system, with the ratio: 1:30. These mentors generally observe the following norms: 1.The mentor prepares the list of students allotted to him/her as mentees. 2.The mentor collects all the personal and educational information/data/details of the mentee through a given format 3.The mentor focuses on the need of the students and regularly updates the students regarding their progress and records them. 4.The mentor establishes consistent communication with the students and counsel him/her wherever necessary and closely monitor the growth of the students. The mentors of this institution paves an apt epistemological foundation for a mentee where one can seek knowledge, guidance and support at all times. The mentor bridges the communication gap between parents and management by regularly updating the parents about the student's progress and updates from the college. Effective mentoring seeks to provide such a presence by establishing a trustworthy relationship between Mentees and Mentor that: 1. Focuses on the need of the student. 2. Establishes consistent communication with parent which helps to closely monitor the growth of the student. 3. Our mentors have demonstrated that they are responsible, hardworking, outgoing, and friendly and have a strong passion for being of service to others.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1786	57	1 : 31

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
66	57	9	1	31

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
2020	Dr Simi K G	Assistant Professor	INSA, Visiting Scientist Fellowship

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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	6	01/07/2020	27/10/2020
BSc	230	6	01/07/2020	27/08/2020
BSc	250	6	01/07/2020	27/08/2020
BSc	245	6	01/07/2020	27/08/2020
BSc	220	6	01/07/2020	27/08/2020
BA	150	6	15/06/2020	27/08/2020
BA	145	6	15/06/2020	27/08/2020
BA	140	6	15/06/2020	27/08/2020

BA	115	6	15/06/2020	27/08/2020
BA	130	6	15/06/2020	27/08/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The institution aims at providing a suitable epistemological milieu for the students to enhance their competence holistically. Being an educational institution in a rural area, the college has to account for the diversified aptitudes of a heterogeneous group of students. The college ensures a uniform evaluation system applicable to each and every student, in spite of their varying calibre. A mandatory process of Continuous Internal Evaluation (CIE) comprising of written examinations, assignments and seminar presentations is implemented as per the University guidelines. Besides, every semester, a comprehensive evaluation system, including more number of tests, group discussions, presentations and other co-curricular and extracurricular activities is introduced. In line with this, various departments conduct periodic assessments of their students, with required improvisations in the structured framework of guidelines. The short comings are addressed individually and the progress is monitored. The marks awarded for the internal examinations are published timely and grievances, if any, are addressed individually. Answer scripts of internal examinations are made available to the students for scrutiny within ten working days from the date of the tests. This enables them to assess their performance themselves effectively and overcome their weaknesses. In addition to this, the whole process supports the learners with a clear comprehension as to how they should approach their study modules and enables them in developing a positive learning attitude. The prevailing system of internal assessment facilitates the identification of slow and very slow learners by the tutors. Though the curriculum prescribes only one internal examination in each semester, the college conducts two tests and the better of the two is taken for awarding the internal marks. In cases, where a class as a whole (or a majority) has under performed in the internal examinations, conducted uniformly by the college, the corresponding department conducts a supplementary assessment too. This result is integrated to the CIE, for the students to get maximum benefit. Retests are also conducted for those who fail to attend the internal examinations at the first chance. A uniform criterion is followed, that warrants transparency while evaluating the academic progression of these students in a semester avoiding any possibility of disparity. In order to provide a robust environment for enabling the learners to equip themselves academically, the institution is particularly keen to record their attendance and to entrust them with theoretical and practical assignments. Any shortage in attendance is intimated to them on a monthly basis. PTS meetings are also conducted every semester to review the academic performance of the students and to initiate feedback from the parents. A careful analysis of the same is done and reforms are made accordingly, engendering academic excellence.

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

With the realisation that a system can be established only through a well designed frame work, the institution follows an authentically structured schedule for the curricular, co-curricular and extracurricular activities. The college practices a tutorial system, where each student gains access to the threshold of knowledge and is provided with opportunities to exhibit competence. Continuous Internal Evaluation (CIE) is materialised through various parameters like test papers, assignments, seminars, case study, role play, etc. which are being conducted on a pre-planned schedule, throughout the duration of a programme and is a prerequisite to enhance the performance of the students. The process is made viable, in a time bound manner by adhering to the

academic calendar. Each semester of the respective undergraduate and postgraduate programmes is aligned and made compatible with the academic calendar prepared in view of the University academic calendar. The college chalks out a common schedule for the various academic activities at the beginning of each semester. The calendar follows the duration of an academic year from June to April, incorporating two semesters for the undergraduate and post graduate programmes. Every semester comprises of a minimum of 90 working days, allocated for academic as well as nonacademic activities. Continuous evaluation is done in every semester, abiding by the charted schedule of the institution. Though the university prescribes only one internal examination, the college academic calendar provides options for more than one, considering the total working days available from the commencement of the classes to the end semester evaluation. Academic audit is conducted twice a year, as per the schedule, one in each semester to ascertain the completion of portions. The students are given individual assignments and seminar topics, to be submitted and presented to their respective tutors within a stipulated period as stated in the almanac, subjected to conditional changes. The calendar of internal examination is strictly followed unless an inevitable circumstance arises. The first internal examination as part of the evaluation process is conducted when 40 percent of the portions are completed and a centralised examination is conducted after the completion of 90 percent of the syllabus. The results of the test papers are published on prescribed dates after 10 days of the conducted examination and the students are given the opportunity to place their grievances within a week, from the date of publication of the marks. A consolidation of the monthly attendance statement is done and published at the end of each semester. Complaints, if any, are rectified within a week's time and a consolidated report of CIE is prepared. The CIE is then submitted to the university after getting signed by the students, adhering to the schedule given in the academic calendar.

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)

<http://vtmsscollege.ac.in/course/>

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
235	BSc	Chemistry	35	22	62.85
230	BSc	Physics	35	17	48.57
250	BSc	Zoology	34	19	50
245	BSc	Botany	36	21	58.33
220	BSc	Mathematics	45	26	57.78
150	BA	Economics	46	23	50.00
145	BA	Political Science	53	29	54.71
140	BA	History	54	22	40.74
115	BA	Malayalam	48	26	56.25
130	BA	English	48	24	50.00

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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)

<http://vtmnsscollege.ac.in/wp-content/uploads/2021/06/SSR-Analysis-Report-and-Questionnaire-.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
Major Projects	1095	KSCSTE	33.93	68.75
Any Other (Specify)	2	Institute of Parliamentary Affairs	0.25	0.25

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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
NA	NA	

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
NA	NA	NA	Nil	NA

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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
NA	NA	NA	NA	NA	Nil

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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
NA	Nil

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)
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International	English	1	6.3
International	Economics	1	5.87
International	Botany	3	2.17
International	Zoology	3	6.17
International	Physics	3	2.36
National	English	1	5.6
National	History	4	0
National	Economics	1	0
National	Zoology	1	0
National	Commerce	7	0
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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
Commerce	2
Zoology	8
Botany	5
History	1
English	6
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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
Dalit women and Human Rights violations	Dr Unnithan S S	Think India Journal	2019	6.2	0	Nil
Child labour in India : causes , Government policies and its consequences	Dr Unnithan S S	Our Heritage	2020	4.9	0	Nil
Role of Mannath Padmanabhan in Guruvayur Satyagraha 1931-32	Dr Unnithan S S	Our Heritage	2020	6.6	0	Nil

Punnapra Vayalar revolt -A Historical Study	Dr Ambili S	IJRAR	2019	5.75	0	Nil
Hypoglycemic effect of banana flavonoids	Dr.S.Vijayakumar	International Journal of Zoology and Applied Biosciences	2019	0	0	Nil
Diversity Analysis of Aquatic Hemipterans in Southern Western Ghats, Kerala, India	L.S.Bismi and Vattavila Vijayakumar	International Journal of Scientific Research and Reviews	2019	0	0	Nil
A Study Related to the Effectiveness of Flavonoids from Different Edible Portions of Musa Paradisiaca	S.Vijayakumar and N.R.Vijayalakshmi	Journal of Biology and Medicine: Open Access	2020	0	0	Nil
Hypolipidemic activity of flavonoids from banana (Musa paradisiaca) in rat fed high fat diet	S.Vijayakumar and N.R.Vijayalakshmi	International Journal of Zoology and Applied Biosciences	2020	0	0	Nil
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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
NA	NA	NA	Nil	Nil	Nil	NA
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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	27	68	12	43
Presented papers	24	35	1	1
Resource persons	2	2	3	1

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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
Blood Donation Day	4(K) BN NCC Neyyatinkara	1	40
International Yoga Day	4(K) BN NCC Neyyatinkara and NSS	3	225
Swachh Bharat Abhiyan Programme	4(K) BN NCC Neyyatinkara, ANO and NSS	3	120
Cleanliness Awareness Rally	NSS	2	184
Campus Cleaning and Nearby Areas	NSS	2	169
Collection and Supply of Materials for Flood Relief Camp	NSS and Neyyatinkara Municipality Relief Material Collection Centre	2	250
Ektha Divas- Run for Unity	NSS	4	125
Donation of Books to Pusthakappetty	NSS and LMS LP School Udiyinkulangara	2	106
Socio Economic Survey in an Adopted Colony by NSS	NSS	2	100
Pulse Polio Immunisation Programme	NSS and Health Centre, Kollayil Panchayat	2	11

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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
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			Benefited
NA	NA	NA	Nil
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
Extension programme	Department of Botany	Cleaning of medicinal garden	2	80
Social Service	Sannadhasena of Government of Kerala	Volunteering for Covid Relief Work in Covid Centres	2	50
Constitutional Awareness	IQAC and Election Commission of India	Greater Participation for a Stronger Democracy	4	150
Urjakiran	Energy Management Centre, Government of Kerala	Energy Conservation Awareness	1	150
Swachh Bharath Abhiyaan	ANO	Swachh Bharath Rally	1	95
Social Service/Extension	IQAC in Association with KSACS and KSBTC	Blood Donation Drive	4	40
Social Awareness	Human Rights Forum Club and Department of History	Human Rights Awareness Campaign	5	120
Mental and Physical Well-being	Womens Study Unit	Talk on Mental Health/Other Wellness Training Programme	14	100
Social Service	NSS and Life Foundation NGO	Visit to Life Foundation	2	57
Swachh Bharath Abhiyaan	College and Local Governing Body	Swachh Bharath Pledge and cleaning	4	183
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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
Research Collaboration	Dr Deepa V	KSCSTE	1095
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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
Academic	Library Internship	KNM Arts and Science, College, Kanjiramkulam	11/11/2019	22/11/2019	5
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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
NA	Nil	NA	Nil
No file uploaded.			

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
27.75	9.51
6.5	2.64

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
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
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GRANDHA	Fully	2.0	2013
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4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
	Text Books	39035	5200002	198	79777	39233
Reference Books	1580	376000	13	15304	1593	391304
e-Books	764300	5900	117	Nill	764417	5900
Journals	24	29180	Nill	Nill	24	29180
e-Journals	6000	5900	Nill	Nill	6000	5900
Digital Database	Nill	Nill	Nill	Nill	Nill	Nill
CD & Video	41	1996	39	Nill	80	1996
Weeding (hard & soft)	7876	123784	Nill	Nill	7876	123784

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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
NA	NA	NA	Nill

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	72	28	72	28	28	8	24	100	0
Added	0	0	0	0	0	0	0	0	0
Total	72	28	72	28	28	8	24	100	0

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

100 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
NA	NA

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
6.5	2.64	27.75	9.51

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)

The institution possesses all the essential amenities required for an educational system to function optimally. The College situates in an area of 19 acres of land which makes it possible to accommodate all the required amenities in place and gives ample scope for further expansion. The prevailing facilities include three major blocks comprising of 41 classrooms, a library, an auditorium, a seminar hall, a conference hall, six laboratories, a computer lab, a language lab administrative section, play fields, etc. The institution, being aware of the optimal use and maintenance of the resources, has formulated foolproof mechanisms and policies for the same. The amenities and facilities specifically earmarked for the departments are taken care of by the respective departments, whereas the common amenities are fruitfully utilised by engaging responsible committees. The bodies like Academic committee, Library committee, ICT committee, etc. ensure absolute use of the classrooms, library, IT tools and others. The Planning Board, Purchase Committee, PTA and the College Council play vital roles in efficacious functioning of the system. The Planning Board ensures timely submission of proposals to bring in funds from various sources. The proposals are prepared with a view to fulfill the long term goals of the college. The Purchase committee guarantees transparent and legitimate utilisation of funds in all purchases. The committees are directed to meet in the beginning of every academic year and propose their plans for proper functioning and need based upgradation of the specific segments. The proposals thus obtained are placed before the college council for its approval. The approved proposals are handed over to the bodies concerned to carry out the tasks. All the bodies entrusted with various facilities are instructed to report the shortcomings encountered without any delay. The Management and the PTA, a statutory body of the college, supplements the maintenance of the facilities to a great extent. As certain components like IT and reprography require frequent maintenance, the college has got into agreements with technical agencies. Above all, the IQAC monitors the totality of the modus operandi related to the optimal use and maintenance of the whole system.

<http://vtmnsscollege.ac.in/facilities/>

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	PTA	20	49550
Financial Support from Other Sources			
a) National	Scholarships	158	873385
b) International	Nil	Nil	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
Research Methodology	14/11/2019	45	Faculty Members
Bridge Course	08/08/2019	577	Faculty Members
Remedial Coaching	09/12/2019	86	Faculty Members
Soft Skill Development	11/12/2019	45	Faculty Members and Freelance Expert
Monthly Guidance for Girl Students	12/12/2019	5	External Expert

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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
2019	UGC NET Coaching - English	20	Nil	4	1
2020	UGC NET Coaching - Economics	21	Nil	1	Nil
2019	PSC Coaching - Zoology	5	7	5	Nil

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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
21	21	7

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
NA	Nil	Nil	NA	Nil	Nil

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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	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	2	FDP in Commerce with Cooperation	Commerce	School of Distance Education, University of Kerala	MCom
2019	1	FDP in Commerce with Cooperation	Commerce	Lourdes Matha College of Engineering and Technology	MBA
2019	2	FDP in Commerce with Cooperation	Commercec	KNM Govt Arts and Science College, Kanjiramkulam	MCom
2019	6	FDP in Commerce with Cooperation	Commerce	VTM NSS College, Dhannuvachapuram	MCom
2019	1	FDP in Commerce with Cooperation	Commerce	University of Kerala, Kariavattom	MCom
2019	1	FDP in Commerce with Cooperation	Commerce	Annamalai University	MCom
2019	2	FDP in Commerce with Cooperation	Commerce	ICAI Trivandrum Chapter	CA
2019	1	FDP in Commerce with Cooperation	Commerce	Govt College, Nedumangad	MCom
2019	1	FDP in Commerce with Cooperation	Commerce	ICM Poojapura	MBA
2019	1	FDP in Commerce with Cooperation	Commerce	Cost Accountant of India	CMA

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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	6
Any Other	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
Sports	International	3
Sports	National/Inter-university	18
Sports	State	15
Sports	District	30
Sports	Institution	700
Cultural	University	76
Cultural	Institution	1000
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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
2019	Gold Medal - Mr Trivandrum	National	1	Nil	1451715060	Vijeesh V
2019	Gold Medal Kabbadi	National	1	Nil	22017145033	Arjun J B
2019	Gold Medal Kabbadi	National	1	Nil	22019145053	Vinayajith A
2020	Kabbadi Championsh ip	Internat ional	1	Nil	22019145053	Vinayajith A
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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)

As an educational institution upholding legitimate and righteous values in acquisition of knowledge, the college promotes the formation of a Student Council rooted in the dictum of democracy. But the honorable High court has stopped student politics in the camps, and hence we have nominated the students leaders who excel in their studies. The student leaders cater to a plethora of co-curricular and extracurricular activities in the campus. The college administration and the teaching faculty provide their whole hearted support to the various student activities. In case of insufficient funds, financial assistance, in all respect, is provided from the PTA and management accounts. Renowned personalities from different strata inaugurate the Council activities

every year. It plays a prominent role in celebrating various commemorative days within the auspices of the institution. Programmes like Freshers' Day, College Day, Kerala Piravi celebrations, Rakshabandhan Day and Film Festivals are conducted under the patronage of such leaders. Pertinent emphasis is given to promote ecofriendly activities and to establish a 'green and clean campus'. 'Vanithavedhi', a wing of the Union, competently supervises the activities related to women empowerment and grievances on women's issues by trying to spread the message "Respect Women". The Students representatives also takes pride in organising Sports Day and academic programmes like seminars, discussions, debates as well as various other competitions like Quizzes, Ramayana parayana, Essay Writing, Recitation, Elocution etc. Though the vigour of these activities takes a slow pace during the semester examinations, it usually regains its rigour after the conclusion of the same. Apart from this, the student representation is also guaranteed in all the academic and administrative bodies like the Library Committee, Grievance Redressal Cell, Anti-Ragging Committee, etc. to ensure democracy and transparency. These bodies serve as a learner oriented platform by inspiring the students to develop their leadership qualities, problem solving skills, governance and creative potential. The representation to important forums further exposes them to the labyrinth connected with complex situations and to the apt solutions tactfully arrived at. This in turn moulds the learners to become sensible leaders. The Union also cultivates a sense of togetherness that germinates an enduring allegiance towards the institution.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

0

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)

A culture of decentralisation and participative management is inculcated within the institution by making different departments/ units/ cells/ committees more responsive and accountable towards a myriad of academic and nonacademic processes. The role of the stakeholders in decision making process is also acknowledged. The Heads of the different departments are authorized to prepare and plan a schedule of their work, educational tours, timetable, workload etc., in consultation with the respective faculty members. They are also allowed to identify departmental requirements in terms of equipment, books, furniture, guest faculty, support staff and other infrastructural facilities, and prepare proposals for developing liaison and gaining assistance from outside agencies. Similarly, the coordinators/ conveners/teachers in charge of different committees and cells are permitted to chalk out and execute their plan of action in cooperation with other members. Participative Management is practised

at the management, institutional and departmental levels. The staff comprising of the teaching and non-teaching members are encouraged to contribute their ideas towards problem solving, enrichment and optimum utilisation of resources, project planning and its implementation. For the purpose of consultative management, the various committees/cells work in tandem with each other for handling respective assignments within the institution. All decisions are taken collectively by various committees ensuring the participation of one and all. In the given context, the prompt functioning of the Discipline committee is worth portraying. The committee plays a pivotal role in maintaining the discipline of the college. It is chaired by the Principal and convened by a senior faculty member. The Heads of all the departments and the Senior Superintendent are the members of the committee. The Students' representatives represent the students in the panel. The committee meets periodically to ensure that a peaceful ambience is maintained in the college. It also takes adequate measures to counter indiscipline, if any, during various events/functions organized within the campus. The committee acts sensibly and vigilantly to tackle the situation in cases of any untoward incident. A meeting is held way before the day of the function by the members of the committee and strategies for maintaining discipline are chalked out. The decision, taken collectively, is passed on to the staff and the students through the public announcement system and circulated to the various departments and is also displayed on the notice board. Student volunteers and NCC cadets are mobilised as per the requirements and are assigned respective duties on the day of the event. The campus, so far, has hardly faced any disciplinary issues relating to the conduct of various functions in its recent history. 1) The participatory management mode followed by the institution attributes to the prevailing peaceful atmosphere in the campus. 2) Similar to the above quoted example, there are other committees which consist of representatives from the teaching staff, non-teaching staff and the students, such as, the Women's Cell, Anti Ragging Committee, Grievance Redressal Cell, etc.

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

No

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	The institution takes pride in having brought about a meaningful delivery of the curriculum through committed patterns of instruction. Through the careful planning and structuring of an Academic Calendar, the institution accomplishes optimum curriculum delivery within the frame work of the curriculum regulated by the University of Kerala. The Institution makes right choices in the Elective and Open courses. Regular academic audits and reviews have ensured the efficacious implementation of the curriculum through academic committee, CLMC and DLMC. Effective curriculum delivery is realised through a regular and feedback mechanism, collected from the various stakeholders .

<p>Teaching and Learning</p>	<p>The College imparts an outcome-based education to a diverse student community. The institution follows a student-centric approach in all the facets of the teaching/learning process. The mentor facilitates the categorisation of the students into advanced and slow learners, based on their learning capacity, interest and pace of learning. Various innovative methodologies like ICT enabled teaching/learning, Minimum Learning Material, Satellite Group Study System, Peer learning and Collaborative learning are being practiced to ensure academic prowess. Proficient and research oriented teaching faculty with national and international recognition, augment the noble process.</p>
<p>Examination and Evaluation</p>	<p>The College follows an effective Continuous Internal Evaluation (CIE) system and External examination, adhering to the institution's and University academic calendar, to assess the academic skills of the learners. Various reforms like Formative Assessment, Summative Assessment, Open Book Examination System (for PG students), Group Discussions, etc., are incorporated to ensure a learner friendly assessment. Validity, reliability, objectivity and fairness in CIE are the hallmarks of the reforms. It also warrants a transparent and robust evaluation and the grievances, if any, are redressed in a time bound and efficacious manner. The PO, PSO and CO are also communicated to the stakeholders.</p>
<p>Research and Development</p>	<p>The institution promotes research oriented development by motivating the teaching faculty as well as the students. The IQAC and the research committee spearhead the incorporation of a research ambience among the academic community. It also monitors and directs research activities and urges the faculty members to submit research proposals to various funding agencies. Several faculty members are recognized as Research Supervisors and many are actively engaged in Major and Minor research Projects. Collaborative research programmes with institutions of national repute are encouraged. Moreover, most of the faculty have their publications in UGC recognised</p>

	journals and have authored many books.
Library, ICT and Physical Infrastructure / Instrumentation	We have 11 classrooms, a seminar hall and a conference hall with ICT facilities, a language lab, a computer lab, laboratories, a history museum, NSS and NCC rooms, a fitness centre, an automated General library and an auditorium and a vast play field. Various committees and systems in the college are responsible for the optimum use and upkeep of the physical, academic and support facilities. The needs of the differently abled are addressed by providing ramps, rails and other facilities. The committees help to mobilise resources from all possible agencies for the maintenance and upgradation of the infrastructure and learning aids in the college.
Human Resource Management	The College has a performance appraisal mechanism to assess the staff to augment the individual competence and institutional resources. The two phases of this process for the teaching staff are the self-appraisal and the feedback analysis. The feedback collected from the students and parents is also analysed in the assessment process. The institution encourages the teachers to participate in various quality enhancing programmes. The Administrative staff is made technologically competent by providing them with classes on office automation .Besides, they attend the training programmes related to SPARK and GAIN PF and e-governance systems introduced by the Government of Kerala.
Industry Interaction / Collaboration	Field trips, WWS, Library Internship with a Government
Admission of Students	The admission procedure followed by the Institution is in strict adherence with the University regulations. The College imparts an outcome-based education to a diverse student community, comprising mostly the lower strata of the society including those from coastal area. Students joining the College from the neighboring states enrich the enrollment every year.

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

E-governance area	Details
Planning and Development	The Planning Board ensures timely submission of proposals to bring in funds from various sources. The

	<p>proposals are prepared with a view to fulfill the long term goals of the college. The Purchase committee guarantees transparent and legitimate utilisation of funds in all purchases. The committees are directed to meet in the beginning of every academic year and propose their plans for proper functioning and need based upgradation of the specific segments. The proposals thus obtained are placed before the college council for its approval. The approved proposals are handed over to the bodies concerned to carry out the tasks. All the bodies entrusted with various facilities are instructed to report the shortcomings encountered without any delay.</p>
Administration	<p>The benefits of information technology are utilised optimally by the institution in administration, finance and accounts, student admission and examinations</p>
Finance and Accounts	<p>All the financial procedures are subjected to Internal and External audits. The accounts related to the State funds are audited periodically by the Government machinery itself. Mostly, the audit is performed annually. The funds received from the UGC are utilised and audited before the submission of the reports. A professional auditor appointed by the Committee audits the PTA accounts and is presented before the Annual General Body meeting for its approval.</p>
Student Admission and Support	<p>we strictly follow the university admission procedure. its is done through university online platform.</p>
Examination	<p>we strictly follow the academic calendar of university for internal and external exams. Registration of exams is done trough university online platform.</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
Nill	NA	NA	NA	Nill
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)
2019	One day Workshop on Teaching, Learning and Evaluation : Changing Protocols in pedagogical innovations, Organized by IQAC, VTM NSS College, Dhanuvachapuram as part of Staff Improvement Programme (SIP)	Nil	26/11/2019	26/11/2019	114	Nil
2019	One day Workshop on Scholarly Communication in Digital Environment: New Perspectives jointly organized by The Central Library and IQAC, VTM NSS College, Dhanuvachapuram as part of Staff Improvement Programme (SIP)	Nil	09/12/2019	09/12/2019	112	Nil

2020	Nil	One Day Workshop for Administrative staff on Office Automation and SPARK , Organized by IQAC, VTM NSS College, Dhanuvachapuram as part of Staff Improvement Programme (SIP)	05/02/2020	05/02/2020	Nil	26
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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
FDP in Maths	2	25/07/2019	27/07/2019	3
FDP in Moodle Learning Management System	2	25/05/2020	29/05/2020	5
Refresher Course	2	06/08/2019	20/08/2019	14
Refresher Course	2	18/02/2020	02/03/2020	14

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
57	57	19	19

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
College Employees Cooperative Society, Salary Advance from PTA	College Employees Cooperative Society, Salary Advance from PTA	PTA Scholarship for poor students, Financial awards for students who excel in arts, sports and academics

6.4 – Financial Management and Resource Mobilization

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

All the financial procedures are subjected to Internal and External audits. The accounts related to the State funds are audited periodically by the Government machinery itself. Mostly, the audit is performed annually. The funds received from the UGC are utilised and audited before the submission of the reports. A professional auditor appointed by the Committee audits the PTA accounts and is presented before the Annual General Body meeting for its approval. The college also submits the audited utilisation statements and certificates to the respective funding agencies.

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
Management, PTA	5713000	Guest Lecturer Salary, Salary Advance, Endowments, Infrastructural maintenance and augmentation
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6.4.3 – Total corpus fund generated

5713000

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	No	Nil	Yes	Academic Committee
Administrative	Yes	Government Auditor	Yes	Private Auditor

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

Cash Awards, Rain Water Harvesting, Maintenance and Repair, Purchase of Journals, Scholarships

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

1) Permitted to attend various Faculty development programmes like short term, orientation, refresher programmes. 2) Motivate teachers to organize seminars in the department-National, local etc.. 3) Provided research facilities in various departments.

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

1) Introduction of agency in Career Guidance and Placement Cell for ensuring placements. 2) startup programmes, which are platform for entrepreneurs, startups, entrepreneurship, technology enthusiast and company. 3) Technology enabled teaching and learning. Started various programmes for teachers and students. 4) Strengthening the network system. 5) Requesting for new PG courses to management and university.

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
2019	Social Extension Outreach Programmes through NSS and NCC	21/06/2019	21/06/2019	20/05/2020	250
2019	Initiative to conduct Seminars/Talks/Symposia in Contemporary/Current areas of interest with respect to relevant Subject/Topic	05/07/2019	05/07/2019	05/02/2020	1750
2019	Skill Development Training through Peoples Planning Forum	30/09/2019	30/09/2019	30/09/2019	47
2019	Guidance and Counselling through Womens Study Unit	06/11/2019	06/11/2019	15/11/2019	10
2019	Go Green Campaign - Solid Waste Management by Dept. of Chemistry, Pilot Project	13/11/2019	13/11/2019	10/03/2020	105
2019	One day Workshop on Teaching, Learning and Evaluation :	26/11/2019	26/11/2019	26/11/2019	112

	Changing Protocols in pedagogical innovations as part of Staff Improvement Programme (SIP)				
2019	One day Workshop on Scholarly Communication in Digital Environment: New Perspectives jointly organized by The Central Library and IQAC, as part of SIP	09/12/2019	09/12/2019	09/12/2019	114
2020	Greater Participation for a Stronger Democracy - Instilling Constitutional Awareness, in association with Election Commission of India	10/01/2020	10/01/2020	10/01/2020	154
2020	Blood Donation Drive, in association with KSACS and KSBTC	20/01/2020	20/01/2020	20/01/2020	44
2020	Inspring the Transformation of Education - A One Day Exhibition of Latest Teaching Aides in Association with KM Technologies, Trivandrum	04/02/2020	04/02/2020	04/02/2020	1760

	ntages	local community					
2019	1	1	05/09/2019	1	Visit to Life Foundation	Providing food and care to the elderly and the needy	59
2019	1	1	06/12/2019	25	Socio economic survey	The Units conducted a socio-economic survey in the Eithu kondankan y colony , the adopted colony, to identify their problems. The Unit is planning to solve their problems if any, at the time of special camping programme.	102
2019	1	1	30/09/2019	1	Training in Craft Making	Training was given to members from Kudu mbasree Unit in Kollayil Panchayat - Aiding in Self-employment	46
2020	1	1	23/03/2020	365	Sannadh asena of Government of Kerala	Volunteering for Covid Relief Work in Covid	52

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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)
Handbook and Calendar	22/07/2019	The institution caters to engender human values, professional ethics and code of conduct to its stakeholders. In the beginning of every academic year, the handbook committee within the institution integrates and prepares a handbook cum calendar which includes the code of conduct, institutional rules and regulations, guidelines for social and professional ethics, details regarding university syllabus and curriculum, academic calendar and the details regarding various statutory committees and bodies functioning efficaciously within the campus. The handbooks are distributed among the stakeholders uniformly.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Swachh Bharath Abhiyaan	26/06/2019	28/09/2019	200
Visit to Life Foundation	05/09/2019	05/09/2019	59
Human Rights Awareness Campaign	12/12/2019	12/12/2019	123
Blood Donation	20/01/2020	20/01/2020	44
Participation in Pulse Polio Immunisation Programme	19/01/2020	19/01/2020	13
Video Screening on importance of Human Rights Migrant rights.	10/12/2019	10/12/2019	125
Energy Conservation Awareness	16/12/2019	16/12/2019	151

Greater Participation for a Stronger Democracy	10/01/2020	10/01/2020	154
Volunteering for Covid Relief Work in Covid Centres	23/03/2020	Nil	52
Green Agriculture - Food Fest	02/03/2020	02/03/2020	72

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Energy Conservation - Use of Renewable Energy - Solar panel
Rain Water Harvest
Efforts for Carbon Neutrality - Go Green Campaign
Hazardous Waste Management, Electronic Waste Management
Paperless submission of assignments, classworks and projects

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1) Social Outreach Programme by organising an activity inclusive of the local community - the programme aims at cultivating and enhancing social values and ethics within the learner and a positive attitude towards learning along with a more responsible approach towards environment. 2) Go Green Campaign - A pilot initiative by the Department of Chemistry 3) Efforts towards a sustainable development - Rain Water Harvesting 4) Staff Improvement Programme (SIP) and Distinguished Alumni Lecture Series (DAL) - to replenish the academic, administrative and organisational facets of the institution.

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

<http://vtmnsscollege.ac.in/wp-content/uploads/2021/06/VTM-NSS-College-BEST-PRACTICES-2019-20.pdf>

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

- The vision of the college is to evolve into a centre of excellence in the world of academics and all round development that will blend innovative practices in teaching in a mutually enriching manner, with holistic development of the students as its prime focus.
- The mission of the college is to provide the students with an excellent background in the fundamentals of their subjects to facilitate a comprehensive development of their all round competency, to foster scientific temper and a culture of lifelong learning and to render socially relevant extension services.
- The vision, mission and objectives are communicated to the students, teachers and other stakeholders through the following academic and nonacademic practices:
- During class hours
- In PTS tutorial meetings
- Department meetings
- Wall displays
- We try to create an atmosphere wherein each individual feels valued and is inspired to contribute his/her best. With this in our purview, we plan courses and programmes aiming at holistic development of our students.
- The NSS and NCC unit of the institution conducts many community development activities which motivate the students to take up the cause of social service. Annual NSS camps are organized to undertake extension activities/community works. Also, extension lectures are

organized intending to evoke community orientation among the students. • The computer and internet and wi-fi facilities available in the college and computer labs provide ample facility for all students to develop their e-skills.

Provide the weblink of the institution

<http://vtmnsscollege.ac.in/wp-content/uploads/2021/06/VTM-NSS-College-INSTITUTIONAL-DISTINCTIVENESS.pdf>

8.Future Plans of Actions for Next Academic Year

1) Introducing new PG Courses and Research Departments. 2) Ensuring On Campus and Off Campus Placements 3) Coaching classes for Bank Test and PSC to be organized by the support of the Alumni 4) Building a Media Centre in the Institution to enhance the learning experience 5) Strengthening student support activities, particularly the Grievance and Counselling cells and conducting more social outreach programmes. 6) Introducing a fully functional management information software 7) Tapping the traditional knowledge systems and establishing a centre for the same 8) Introducing a Skill Development Centre 9) Initiating a Holistic awareness towards green living 10) Aiding the marginalised sections of Learners - giving awareness regarding Digital/Online Learning, effective way to cope with pandemic situation 11) Enhancing the artefacts in the History Museum with special reference to ancient and traditional Kerala culture 12) Introducing Yoga as an Add on course