



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution

GOVERNMENT ARTS COLLEGE
THIRUVANANTHAPURAM

- Name of the Head of the institution **Dr. Sheela K. L.**
- Designation **Principal in Charge**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **04712323040**
- Mobile no **8330059840**
- Registered e-mail **iqacgac@gmail.com**
- Alternate e-mail **artscollegeofficetvpm@gmail.com**
- Address **Government Arts College Thycaud
Thiruvananthapuram**
- City/Town **Thiruvananthapuram**
- State/UT **Kerala**
- Pin Code **695014**

2.Institutional status

- Affiliated /Constituent **Affiliated**
- Type of Institution **Co-education**
- Location **Urban**

- Financial Status **UGC 2f and 12(B)**
- Name of the Affiliating University **University of Kerala**
- Name of the IQAC Coordinator **Dr. Vishnu V. S.**
- Phone No. **9447246223**
- Alternate phone No. **04712323040**
- Mobile **9447246223**
- IQAC e-mail address **iqacgac@gmail.com**
- Alternate Email address **artscollegeofficetvpm@gmail.com**

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

<https://gactvm.org/wp-content/uploads/2024/10/GAC-AQAR-2020-21.pdf>

4. Whether Academic Calendar prepared during the year?

Yes

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

https://gactvm.org/wp-content/uploads/GAC_Data/2021-22/Academic_Calendar_2021_22.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C+	63.50	2005	20/05/2005	19/05/2010
Cycle 2	B+	2.67	2017	28/03/2017	27/03/2022

6. Date of Establishment of IQAC

01/06/2006

7. Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution	Plan Fund	Government of Kerala	2021-22	Rs. 95,14,673/-

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC [View File](#)

9.No. of IQAC meetings held during the year 5

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report No File Uploaded

10.Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**

- If yes, mention the amount

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

Memorandum of Understanding with K-DISC implemented (Mazhavillu)
Preparation of IDP Participated in NIRF Comprehensive participation
of LMS Training IPR Seminar

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
Implementation of Mazhavillu MoU	Achieved and Continuing
Preparation of IDP	Collaborated with Planning Committee and Submitted
NIRF Participation	Participated and Ranked among the first 150
N-List Subscription in Library	Subscribed
IPR Seminar	Conducted
AISHE Submission	Submitted
Academic Calendar	Prepared
Student Feedback	Taken and analysed
SSS	Taken

13. Whether the AQAR was placed before statutory body? Yes

- Name of the statutory body

Name	Date of meeting(s)
College Council	15/10/2024

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

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4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://gactvm.org/wp-content/uploads/GAC_Data/2021-22/Academic_Calendar_2021_22.pdf				
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Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
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8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
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<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
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<table border="1"> <thead> <tr> <th data-bbox="97 427 759 495">Name</th> <th data-bbox="759 427 1428 495">Date of meeting(s)</th> </tr> </thead> <tbody> <tr> <td data-bbox="97 495 759 551">College Council</td> <td data-bbox="759 495 1428 551">15/10/2024</td> </tr> </tbody> </table>	Name	Date of meeting(s)	College Council	15/10/2024	
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College Council	15/10/2024				
14. Whether institutional data submitted to AISHE					
<table border="1"> <thead> <tr> <th data-bbox="97 651 759 719">Year</th> <th data-bbox="759 651 1428 719">Date of Submission</th> </tr> </thead> <tbody> <tr> <td data-bbox="97 719 759 775">2021-22</td> <td data-bbox="759 719 1428 775">15/02/2023</td> </tr> </tbody> </table>	Year	Date of Submission	2021-22	15/02/2023	
Year	Date of Submission				
2021-22	15/02/2023				
15. Multidisciplinary / interdisciplinary					
<p>The Institution offers programmes at UG, PG and research levels. Courses offered by the college are of an interdisciplinary character. The institution also offers open courses. The importance of interdisciplinary courses are made aware to the students. Courses in Environmental Chemistry are part of many courses.</p>					
16. Academic bank of credits (ABC):					
<p>The Institution is affiliated to the University of Kerala. The university has not issued guidelines regarding adoption of ABC.</p>					
17. Skill development:					
<p>Government Arts College has signed a Memoranda of Understanding with the Centre for Continuing Education Kerala for imparting skill education.</p>					
18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)					
<p>The college offers language courses in 6 languages of which 4 are Indian languages. Students have the freedom to select such courses till their date of registration. Courses provide opportunities to understand the Indian Knowledge system.</p>					
19. Focus on Outcome based education (OBE): Focus on Outcome based education (OBE):					
<p>The Institution is affiliated to the University of Kerala. The University has implemented the Outcome Based System for the PG programmes. Steps are being initiated to adopt the same for the</p>					

Undergraduate programmes as well.

20.Distance education/online education:

The college being an affiliated institution needs to comply with the regulations stipulated by the University and Government. Presently we do not offer courses in Distance or Online mode

Extended Profile

1.Programme

1.1	304
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	733
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	126
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	272
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	51
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	55
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	29
Total number of Classrooms and Seminar halls	
4.2	93.49857
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	132
Total number of computers on campus for academic purposes	
Part B	
CURRICULAR ASPECTS	
1.1 - Curricular Planning and Implementation	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
<p>Govt. Arts College serves as a higher education institution, committed to effective and quality curriculum delivery. The college enriches the curriculum through various programs, supported by a well-stocked library with approximately 45,000 books, alongside journals and periodicals. ICT tools, Inflibnet, and ORICE enhance classroom teaching and core curriculum content delivery. In this digital age, the college offers up-to-date online and offline learning resources. Departments conduct co-curricular activities such as seminars, workshops, debates, and discussions, all facilitated and documented by IQAC. Regular</p>	

industrial visits and field trips provide practical learning experiences, essential for science disciplines. The campus features broadband internet, photocopying, and DTP facilities, while interdisciplinary open courses broaden the learning scope.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://gactvm.org/wp-content/uploads/GAC Data/2021-22/Academic Calendar 2021 22.pdf

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

The university's academic calendar governs all teaching and learning activities, including admissions, continuous assessments, end semester exams, and result declarations. The college strives to maintain at least 90 working days per semester. Class commencements and admission closures are scheduled by the university according to the previous academic calendar, with minor date adjustments for unforeseen delays. Enrollment, fee remittance, and exam registration dates are also set by the calendar and completed through the online portal. Continuous evaluation marks are compiled from seminars, assignments, and exams, adhering to the academic calendar schedule. Before submitting these scores to the university, teachers ensure that students have reviewed and verified their marks. Student grievances are addressed and resolved before finalizing the scores. The university announces the submission dates for internal evaluation scores, which the college submits through a three-level verification process involving the Lecturer, HoD, and Principal. The College Level Monitoring Committee (CLMC), led by the principal and facilitated by a faculty member, ensures adherence to the academic calendar in planning all academic activities. This systematic approach ensures that academic processes run smoothly and efficiently, maintaining a structured educational environment.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://gactvm.org/wp-content/uploads/GAC Data/2021-22/Academic Calendar 2021 22.pdf

<p>1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University</p>	<p>C. Any 2 of the above</p>								
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Any additional information	View File								
<p>1.2 - Academic Flexibility</p>									
<p>1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</p>									
<p>1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented</p>									
<p>7</p>									
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Any additional information	View File								
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Institutional data in prescribed format (Data Template)	View File								
<p>1.2.2 - Number of Add on /Certificate programs offered during the year</p>									
<p>1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)</p>									
<p>0</p>									

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

0

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

Government Arts College places environment and sustainable development at its core. Its Nature Club, Environment Club, and even Film Club works to spread awareness about the current state of ruin our environment is in and the possible remedial measures to save our planet. To further promote sustainability and environment conservation courses like Environmental Studies and Disaster Management (EN 1211) are taught at the UG level. The course embodies topics like different types of ecosystems, natural resources, biodiversity, need for conservation, and tackling environment pollution. It acts as a battle-cry to awaken in the students the spirit of environment-friendly and sustainable development practices. Apart from introducing the theoretical aspects of Feminism, MA English Language and Literature houses a large array of texts that lay bare the realities of the social construct: gender. Moreover, the various texts prescribed ensure that the students get a deep understanding of the binary genders as well as that of the LGBTQ+ communities. Courses like Writings on Contemporary Issues (EN 1121) feature critical discourses like Amartya Sen's "India's Women: The Mixed Truth" to make the UG students aware of the female reality in India.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

10

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

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

323

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution

D. Any 1 of the above

from the following stakeholders Students Teachers Employers Alumni	
File Description	Documents
URL for stakeholder feedback report	https://gactvm.org/wp-content/uploads/GACData/2021-22/FB2021-22.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File
1.4.2 - Feedback process of the Institution may be classified as follows	C. Feedback collected and analyzed
File Description	Documents
Upload any additional information	View File
URL for feedback report	https://gactvm.org/wp-content/uploads/GACData/2021-22/FB2021-22.pdf
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of students admitted during the year	
267	
File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)	
2.1.2.1 - Number of actual students admitted from the reserved categories during the year	

238

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

First-year students participate in an induction program immediately after admissions close. This program familiarizes them with various curricular and extracurricular activities available at the college, encouraging their involvement. The University of Kerala recommends that each student engage in at least one extracurricular activity during their undergraduate studies, requiring a minimum of 40 hours of participation. Each department evaluates student learning through its own methods, including tutor interactions, written tests, and group discussions. Additionally, departments are urged to adopt strategies to support slow learners, ensuring all students receive the necessary assistance to thrive. This approach creates a nurturing learning environment and motivates students to engage actively in both academic and extracurricular activities, fostering a comprehensive educational experience. By getting involved, students can enhance their skills, forge connections, and contribute positively to the college community, all while meeting the university's expectations for well-rounded development. This emphasis on participation not only aids personal growth but also enriches the overall campus atmosphere.

File Description	Documents
Paste link for additional information	https://gactvm.org/programs-offered/
Upload any additional information	View File

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

Number of Students	Number of Teachers
733	51

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Every student of our college has access to chances for experiential learning. Science students carry out experiments to verify the laws and facts of the subject. Environmental protection initiatives are implemented through the Nature Club, NCC, and NSS. The colleges language departments share their experiences with plays, poems, and novels by showing films. Most of the departments conduct industrial visits and fieldwork related to their fields of study. By participating in debates, seminars, and group discussions, every one of our students actively participates in the educational process. Students' overall development is supported by participation in club activities, youth festivals, public awareness initiatives, and charitable projects. University, state and national sports events provide students with valuable opportunities to collaborate and compete with their peers. They also engage in fieldwork and industry visits relevant to their studies. Instructors motivate students to take ownership of their learning to address challenges. Assignments vary in nature; some are solely problem-solving oriented, while others explore application-related topics not included in the curriculum, requiring additional research.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://gactvm.org/programs-offered/

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

At Government Arts College, the integration of ICT tools has significantly transformed the teaching-learning process. Faculty members effectively utilized platforms like LMS, G-Suite, Mentimeter, and Socratic to create engaging and interactive learning experiences. With the help of interactive presentations, animation tools, and Google Classroom, knowledge sharing has become seamless. Online platforms such as YouTube, Google Meet,

and Zoom have facilitated lectures and seminars during the pandemic, ensuring uninterrupted learning. Additionally, teachers have leveraged online course platforms like Coursera, SWAYAM, and NPTEL for their professional development. Subscription to N-List of INFLIBNET, J-gate, membership in British Council, American centers in India provides access to journals for subject enrichment. This strategic integration of ICT tools has fostered student-centered learning, increased accessibility, enhanced collaboration, supported remote learning, and encouraged teacher enrichment. By embracing these tools, the College has revolutionized the educational landscape, setting a new standard for teaching and learning. Faculty members are now empowered to create immersive and innovative educational experiences. This forward-thinking approach has not only redefined education at Government Arts College but also ensured academic continuity and excellence. The college's commitment to integrating ICT tools transformed traditional methods, paving the way for a more dynamic, interactive, and inclusive learning environment.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

30

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

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

51

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

35

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

331

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and

mode. Write description within 200 words.

Government Arts College, affiliated with the University of Kerala, has an effective system for managing both internal and external examinations. The college implements a continuous evaluation process that adheres to the University's guidelines, supervised by the College Level Monitoring Committee (CLMC). This assessment includes internal exams, seminars, and assignments. Students receive advance notice of the timetable and topics for internal exams. Internal marks are calculated based on University standards, which factor in scores from exams, seminars, and assignments. These assessments are carefully evaluated and returned to students for their review. The finalized internal marks are then submitted to the University following thorough verification by the responsible faculty, the department head, and the Principal.

File Description	Documents
Any additional information	View File
Link for additional information	https://gactvm.org/college-level-monitoring-committee-clmc

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

After each semester, draft internal marks are displayed on the department notice board, giving students a chance to voice any concerns regarding their grades. If a student finds an issue with their marks, they should first discuss it with the relevant teacher for clarification and potential resolution. If the issue is still not resolved after this conversation, the student can bring the matter to the head of the department. Each complaint is then meticulously reviewed by the Department Level Monitoring Committee (DLMC) for that department. Should the DLMC be unable to resolve the problem, the issue will be escalated to the College Level Monitoring Committee (CLMC), which is responsible for addressing the situation fairly and appropriately. Furthermore, the internal marks are subject to a detailed verification process at three levels: by the tutor, the head of the department, and the Principal. This multi-layered approach ensures that students have numerous opportunities to effectively address and resolve any grievances they might have.

File Description	Documents
Any additional information	View File
Link for additional information	https://gactvm.org/college-level-monitoring-committee-clmc

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The college follows the outcome based syllabus prescribed by the University of Kerala. Programme and course outcomes for all Programmes offered by the institution are stated and displayed on the website. This will help students and public to assess each programme based on its outcome. A brief introduction about the Outcome Based Education (OBE) was given to students in the orientation programme of each course. Students are also provided with the detailed syllabus and course outcomes in each course along with the assessment strategy for the same. The relevance of strictly adhering to outcome-based education is made clear to the staff during staff meetings. The teaching-learning process is carried out with the program and course outcomes in perspective at all times.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://gactvm.org/wp-content/uploads/GAC_Data/2021-22/PO-CO2021-22.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The Course Outcomes for post graduate students are evaluated based on the predefined criteria such as Seminars, Internal Exams, Assignments and the final semester examinations conducted by the university. For undergraduate students, the assessments are based on Assignments, Internal Exams and End semester University Examinations

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

203

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://gactvm.org/wp-content/uploads/GAC_Data/sss/GAC-SSS-2021-22.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0.1

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

17

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

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

Govt. Arts College Thiruvananthapuram fosters a supportive research culture, encouraging engagement among teachers and

students. The Department of Commerce is recognized as an approved research center by the University of Kerala. Faculty members, research scholars, and students from all departments actively participate in presenting their research at conferences and seminars, as well as publishing their work in respected national and international journals. Additionally, the college plays an active role in the Kerala Development and Innovation Strategic Council's Young Innovators Programme (YIP), which empowers emerging innovators to create new products, services, or models that effectively meet society's evolving needs, unspoken demands, or existing market gaps through innovative challenges. A workshop on Research Orientation was held by the Department of Commerce during 15 - 16 March 2022. It aimed to provide research scholars with insights into various stages of the research process. The workshop's overall goals included studying Research design Statistical tools for data analysis Methods and techniques for conducting literature reviews The workshop effectively engaged participants with a mix of lectures, hands-on exercises, and group discussions. Feedback revealed that the attendees departed with improved knowledge and skills that they can apply to their current and future research endeavours.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

1

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year	
3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year	
1.17	
File Description	Documents
URL to the research page on HEI website	https://gactvm.org/research
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File
3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year	
3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year	
6	
File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File
3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year	
3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year	
3	
File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File
3.4 - Extension Activities	

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The college offers a value-based education model that emphasizes social responsibility and holistic development by integrating curriculum with extension activities. It connects with society through the NCC, NSS, Department Associations, and various clubs, which are actively involved in beneficial societal activities. These groups organize events such as anti-drug campaigns, blood donations, Independence Day celebrations, handwashing initiatives, and Swachh Bharat programs, in addition to their regular activities. This approach shapes students into future leaders, efficient administrators, and empathetic individuals. The alumni association, departmental associations, college students' union, staff club, and ministerial staff club are also engaged in activities that benefit the community. These initiatives help students connect with society and develop the necessary skills to contribute to community development, particularly for the needy. Such activities significantly influence students' character building and overall development. As a result, students graduate not only as educated individuals but also as responsible citizens, sensitive to societal needs and equipped with skills and competencies that greatly benefit the community.

File Description	Documents
Paste link for additional information	https://gactvm.org/wp-content/uploads/GAC_Data/2021-22/21-22nssncc.pdf
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

0

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	No File Uploaded

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

28

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

320

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration**3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year****3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year**

2

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

2

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

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Government Arts College Thiruvananthapuram boasts an impressive physical infrastructure, comprising four buildings that cater to diverse academic needs, fostering a conducive environment for

teaching and learning. The main building houses key facilities, including the College Office, Principal's Room, Main Seminar Hall, and College Auditorium, alongside six academic departments with well-appointed classrooms. Additionally, the main building features spacious, well-ventilated laboratories for Chemistry, Physics, Botany, and Biotechnology, equipped with essential safety measures like fire extinguishers. The Commerce block accommodates the Commerce and Economics departments, while a dedicated examination hall ensures smooth conduct of assessments. The college proudly features 19 ICT-enabled smart classrooms, covering 80% of requirements, equipped with modern tools like whiteboards, interactive boards, and projectors. Separate classrooms for second language classes and high-speed internet connectivity at 100 Mbps further enhance the learning experience. The college's library, with an extensive collection of over 42,000 books, serves as a vital resource for stakeholders. The Seminar Hall and Auditorium host academic discussions, workshops, and events, encouraging intellectual exploration and growth. Overall, the college's infrastructure effectively supports its mission to provide quality education, promoting holistic development and academic excellence among its students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

Government Arts College Thiruvananthapuram showcases its prowess in arts, sports, and cultural activities. Its top ranking at University Youth Festivals highlights the institution's commitment to promoting cultural endeavors. The PTA financially supports all such initiatives. Staff members also render their whole hearted support. Infrastructure for cultural activities also is excellent in the campus. The auditorium and an open-air auditorium are the main venue for the cultural activities. Seminar Halls of the College and the classrooms are venues of cultural activities. Programmes happen simultaneously on these venues on festival days. The cultural programmes on Arts, College, Republic, Independence Days etc are conducted at college level at the Auditorium. Sports and Games is one of the prestigious domains that has taken the glory of the college to new promenades. Every year an average of

15 students are admitted in the sports quota in the college. The Department of Physical Education gives training and support to the students to participate in competitions at various levels. The infrastructure in the Sports field comprises a gymnasium, playing courts for Handball, Basketball and Ball Badminton. The indoor space has facility for table-tennis.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

18

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://gactvm.org/ict-tools
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

93.49857

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

The library at Government Arts College, Thiruvananthapuram utilizes a partially automated library management system with the software LIBSOFT, currently at version 5.1. Once a book is purchased, its information is updated in the system. Members can use this software to search for books and their locations on the shelves. Additionally, it can indicate who has a specific book if it's not available locally. The software also tracks the issuance and return of books, as well as the duration for which members retain them.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	Nil

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

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)**4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)****8.65235**

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

20

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

Government Arts College, Thiruvananthapuram was using 100 mbps connectivity from BSNL and an additional WAN connectivity of 100 mbps from KSWAN. Considering the increased demand the bandwidth of BSNL connection was increased to 300 Mbps. Existing LAN connectivity issues were repaired by replacing damaged devices in the network. College frequently faced internet disconnection due to technical difficulties. Existing KSWAN connectivity showed several site access issues. As uninterrupted internet connection is essential for smooth functioning of online classes and office operations, an additional backup connectivity from Asianet fibre was taken by the help of college PTA. Smooth and uninterrupted internet connectivity to each department was ensured during this period.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://gactvm.org/it-infrastructure

4.3.2 - Number of Computers	
132	
File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	View File
4.3.3 - Bandwidth of internet connection in the Institution	
A. ? 50MBPS	
File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File
4.4 - Maintenance of Campus Infrastructure	
4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)	
4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)	
91.80857	
File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File
4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.	
We ensure the optimal use and upkeep of facilities such as labs, libraries, internet and computer services, and classrooms, all aimed at fostering academic growth. Our robust maintenance and repair systems are supported by state agencies like UGC and RUSA	

for major projects, while the PTA and CDC handle minor repairs. Fund utilization strictly adheres to state protocols to maintain quality and financial integrity. The science departments receive funds for equipment, chemicals, and glassware based on college council decisions. Separate labs for UG and PG programs, staffed appropriately, offer extensive hands-on learning opportunities. Allocated funds also cover book purchases, and our instrumentation facilities greatly benefit research scholars and PG students. PTA funds support urgent maintenance needs. We place significant importance on sports amenities, securing recurring grants for new sports equipment and maintaining existing facilities. Students make full use of these resources. Regular maintenance of toilets ensures safety and hygiene. Classrooms are assigned based on class size and are equipped with sufficient lighting, fans, and, where feasible, LCD projectors or smart boards to facilitate ICT-enabled teaching. This comprehensive approach ensures that our facilities are effectively utilized and maintained, contributing to an enriching educational environment.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

119

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

0

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

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

D. 1 of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
0	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
0	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File
5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	B. Any 3 of the above
File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded
5.2 - Student Progression	
5.2.1 - Number of placement of outgoing students during the year	
5.2.1.1 - Number of outgoing students placed during the year	

6

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year**5.2.2.1 - Number of outgoing student progression to higher education**

49

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)**5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year**

8

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Students are given representation in various Clubs and committees of the college as well as in mandatory cells. Student Representation is ensured in the Internal Quality Assurance Cell, Library Advisory Committee, Anti Narcotic Club, Gender Justice Forum, Internal Compliance Cell etc. The college has a students union elected as per guidelines given by the University of Kerala. Opinion of the students are sought for all decisions related to them. The College union chairman represents the students in official functions and events conducted in the college.

File Description	Documents
Paste link for additional information	https://gactvm.org/college-union
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year**107**

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The college does not have a registered Alumni Association. Steps in this direction are in progress

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT**6.1 - Institutional Vision and Leadership**

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Vision of the College: "Amritam Tu Vidya" (Knowledge is eternal)
 We envisage a holistic development of the individuals by bringing out the best in them, enabling them to imbibe the high values of social commitment and tolerance along with in-depth knowledge and research aptitude. Mission of the College: To become a premiere academic institution actively involved in generation and dissemination of knowledge by imparting state of the art education to learners from different strata of society. The college is committed to helping students evolve into self-confident and responsible citizens by inculcating in them the values of integrity, righteousness and good civic sense.

File Description	Documents
Paste link for additional information	https://gactvm.org/about-us/
Upload any additional information	No File Uploaded

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

The college promotes decentralization and participative management. All-important academic matters are entrusted with the College Level Monitoring Committee (CLMC), which takes care of the internal examinations. The decisions of the committee are communicated with the departments. The departments have a Department Level Monitoring Committee (DLMC), a collective effort in taking department specific decisions and giving valid comments and ideas to be communicated to the College Authorities. The duties entrusted by the council are also discussed in such meetings. All teachers thus get an opportunity to express their opinion and form part of the decision making process. Every major department has established an IQAC at the department level, with one of the faculty members in charge of collecting and scrutinising all pertinent information about teachers and students. The IQAC at the departmental level communicates with the IQAC at the college level, ensuring a continuous flow of information. A planning board is constituted in the college. The Planning Boards responsibilities include calculating the institution's needs, analysing resource availability to allocate funds, prioritising resource allocation, monitoring the implementation of various projects and works, and evaluating on a regular basis. The Board advises the College Council in decisions concerning construction, purchase and location of facilities and the like. The Principal prioritize taking feedback and requesting

input from other employees in College Council and Staff meetings.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Curriculum Development: Teachers in this college represent the Board of Studies (BoS) both at the UG and PG level. They play an important role while new syllabus is prepared. The final decision in this regard is made in BoS meetings. **Teaching and Learning:** The teachers employ modern technologies such as presentations in addition to the conventional chalk and board approaches. Through study tours, institutional visits, etc., certain departments provide students with a hands-on experience with the topics covered in the syllabus. With the use of resources like INFLIBNET, they are encouraged to keep up with current information. **Research and Development:** The college at present has only one Research Department. Every effort is taken to make more departments to be recognised as research centres.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Government Arts College is a publicly funded higher education institution under the Directorate of Collegiate Education. The department is instrumental in providing quality higher education in the State, headed by the honorable minister for higher education and monitored by the Principal Secretary. The Director of Collegiate Education oversees and coordinates the department's activities, while the college is led by the Principal. Administrative tasks are managed by the ministerial staff, led by

the senior superintendent. Academic activities are directed by the College Council, which includes the Principal, Vice-Principal, Heads of Departments, and elected representatives. This council holds executive power, with department heads consulting faculty and students for departmental activities. Several statutory committees work together with the Principal to ensure the smooth operation of the institution. Faculty and ministerial staff are appointed through the Kerala Public Service Commission and adhere to Kerala Service Rules (KSR). The college administration is also advised by the College Development Committee (CDC), headed by the district collector, including the Principal, teachers, students, administrative staff, and PWD assistant engineers. The IQAC constructively intervenes in academic, curricular, and extracurricular activities, supporting CAS placements through screening committees. The PTA, comprising parent and teacher representatives, plays a crucial role in the college's functioning. Additionally, the college has a planning board, building committee, and College Level Monitoring Committee (CLMC), all following regulatory guidelines. The planning board advises the Principal on fund mobilization and utilization, ensuring effective financial management.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://gactvm.org/wp-content/uploads/GAC_Data/organogram.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

- General Provident Fund
- State life insurance
- Group Insurance
- Group Personnel Accident Insurance Scheme
- Medical Reimbursement
- Other provisions available as per KSR

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by

the institution for teaching and non-teaching staff during the year**6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

29

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

Government Arts College, Thiruvananthapuram, implements a robust performance appraisal system for both teaching and non-teaching staff to ensure quality in academics and administration. This system includes self and peer evaluations, as well as academic audits, which are crucial for maintaining high standards in higher education. The college's performance assessment aligns with its quality assurance program, and annual quality assurance reports reflect the curricular, co-curricular, and extracurricular achievements of the institution. The placement and promotion of teaching staff are carried out through screening and selection processes in accordance with UGC regulations, which have been implemented by the Department of Collegiate Education, Government of Kerala. The Internal Quality Assurance Cell (IQAC) is instrumental in overseeing these placement and promotion processes. It diligently reviews proposals and verifies the authenticity of performance reports before submitting them to higher authorities. Promotions of non-teaching staff are based on confidential reports prepared by their controlling officers, in accordance with Kerala Service Rules.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Our college conducts both internal and external audits annually. Internally, an institutional-level audit focuses on annual stock verification, beginning with department-wise checks performed by teaching and non-teaching staff. Following this, a formal internal audit is carried out to physically verify all assets, including furniture, instruments, computers, library books, and laboratory items recorded in the stock registers. A stock verification committee, composed of teachers, is formed each year to oversee this process. Any discrepancies found during the audit are reported for further action. Items that are irreparably damaged are identified for write-off and submitted to the principal for approval. Externally, the audit wing of the Department of

Collegiate Education conducts a thorough review of financial transactions, including general expenses, plan fund utilization, student grants and scholarships, guest faculty salaries, and state financial assistance. Attendance records, stock registers, and leave accounts are also verified. Occasionally, the Accountant General's office audits past accounts, while the accounts of the PTA, Continuing Education Sub Centre, UGC etc are reviewed by chartered accountants. Additionally, the stores and purchase department audits every five years, ensuring compliance with state rules and proper fund utilization, ultimately promoting good financial practices within the institution.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

Govt. Arts College Thiruvananthapuram meets its funding needs primarily through the plan fund from the state of Kerala. This funding supports the purchase of library books, laboratory equipment, chemicals, furniture, ICT resources, and maintenance work. For infrastructure development and upkeep, the college secures additional assistance. Over the years, it has also received financial support from national agencies such as UGC and RUSA for institutional advancement and acquiring instruments and

facilities. Fund mobilization is based on well-prepared proposals that consider the overall college needs and the specific requirements of individual departments, developed through extensive planning and discussions among various committees. The college planning board, purchase committee, and college council oversee fund implementation. New construction and renovation projects are monitored by the building committee. Additional funds are raised through organizations like the Parent Teacher Association (PTA), Alumni Association, and College Development Committee (CDC), which also help cover routine student support and amenities. Furthermore the college systematically mobilizes and optimally utilizes its resources.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The college has an Internal Quality Assurance Cell constituted as per UGC guidelines. The Cell is instrumental in planning and implementation of various activities of the institution. The Committee prepares the academic calendar for the college based on the directions of the University. It collects details of various clubs and committees for documentation purpose. The Career Advancement Placements of the faculty members are facilitated by IQAC. Stage 1 and Stage 2 Placements are conducted in the college itself and well documented. The screening committee minutes are then sent to the Directorate of Collegiate Education for final orders. The IQAC also takes the necessary steps to ensure that the infrastructural and academic facilities of the institute are adequate for usage by the teaching staff. The pandemic situation forced several quality initiatives to be curtailed. The IQAC took steps to undertake a survey to understand the needs of the students in coping with the online mode of teaching imposed by the pandemic situation.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The institution takes steps to ensure that the academic and infrastructural facility of the teachers and students are in conformity with their needs and requirements. The Covid 19 Pandemic has prevented smooth functioning of online classes for part of the academic year. This was efficiently handled in the college by running online classes. The online classes were monitored by IQAC, and has sent periodic reports to the Directorate of Collegiate Education. Training programmes were conducted for teaching staff for the efficient use of online resources for improving the quality of classes. Steps were initiated to implement a Learning Management System in the Institution. Teachers and students are provided access to e-resources like Inflibnet and n - list. A list of online e-resources were sent to faculty members during the pandemic period. The college has used the server facility of the KSHEC for possible moodle classes.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://gactvm.org/wp-content/uploads/GAC_Data/2021-22/annualreport21-22.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Gender equity and sensitization are integrated into the curriculum through courses such as "Writings on Contemporary Issues" offered at the undergraduate level. The MA English Language and Literature syllabus also features a wide range of works by and about individuals from underrepresented gender groups. The Women's Cell at Government Arts College organized diverse events to promote gender equality, safety, and empowerment among students. Key events included: - Cyber Security session with Inspector Binoj S, emphasizing online safety and helpline facilities. - Renowned lyricist Mridula Devi's discussion on socio-political issues, caste, religion, and women's roles. - Blood Donation Camp in collaboration with College Union, collecting 60 units. - Virtual session on 'Challenges Women Face Today' and 'Mithra 181', highlighting government protection initiatives. The college ensures a secure environment through: - CCTV surveillance for enhanced safety and service of security personal is available throughout 24 hours in the campus. - Designated common rooms for relaxation and discussion - Sanitary facilities, including incinerator facilities for hygienic disposal. These efforts demonstrate the college's commitment to: - Empowering female students and promoting gender equality - Fostering awareness on social issues and safety - Promoting community service and civic engagement - Encouraging creative expression and inclusivity

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	C. Any 2 of the above
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File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Waste management is done quite efficiently in Government Arts College. Solid wastes are collected and sorted regularly. The same is handed over to the collection agents of the Thiruvananthapuram Corporation on the assigned day. Dry leaves collected from the campus are also deposited in the Corporation's dry leaf bank ensuring its natural decomposition and a clean campus. Liquid waste from the washrooms is channelled into the onsite covered sanitation pits that are serviced regularly to ensure the smooth functioning of the system. Liquid waste from the canteen and wash areas are treated and reutilized to hydrate the plants strategically grown in nearby access points. The only form of biomedical waste generated in the campus is the used sanitary napkins. They are meticulously burned in the incinerator set up in the campus. The college does not produce much e-waste. The little there is, is collected and securely kept for safe disposal according to the guidelines of the Government of Kerala. The resultant chemical waste of the experiments in the Chemistry lab is either safely neutralized or kept securely onsite to prevent

environment contamination. The college takes every possible measure to ensure the safety of the students, staff, and the general public.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

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

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

C. Any 2 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	D. Any 1 of the above
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded
7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	B. Any 3 of the above
File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

At Government Arts College, we foster a culture of social inclusivity, embracing diversity and promoting equality. Our campus is a melting pot of cultures, languages, and backgrounds, thanks to Kerala's statewide admission procedure. Students from various sociocultural backgrounds come together, celebrating festivals like Onam, Christmas, Bakrid, and more, transcending religious and caste boundaries. Our multilingual staff and students ensure that linguistic minorities feel at home. We offer courses in students' mother tongues, catering to diverse linguistic needs. Financially challenged students receive support through government aid, PTA, and Staff Club initiatives, including medical emergency and academic assistance funds. Our Career Guidance and Placement Cells empower students to plan their studies and careers strategically, securing a brighter future. We strive to create a welcoming environment where everyone thrives, regardless of race, religion, caste, language, or socio-economic status. Key highlights: - Inclusive campus culture - Multilingual staff and students - Financial aid and support through the parent teacher association - Career guidance and placement services Our commitment to social inclusivity and diversity makes Government Arts College a vibrant and supportive community.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

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

The students and staff of the college are given regular awareness programmes to strengthen their knowledge of the constitutional obligations. Led by the NCC and NSS units of the college, activities solidifying the national pride is conducted every year. This includes observing days like Independence Day, Republic Day, Constitution Day, Gandhi Jayanthi, Kargil Day, World Yoga Day, etc. Works that embody the national pride can be found in multiple courses at both the UG and PG levels. "Writings on Contemporary Issues," a mandatory course for all UG students, feature many

works that flaunt the pride of being an Indian. Courses in History delves into the rich history and varied heritage of our nation. That India is a sovereign, socialist, secular, democratic republic is a message reiterated by multiple works in the UG and PG curriculum. Respect for the nation, flag, anthem, culture, environment, and fellow citizens (be they of any religion, caste, language or socio-economic background) is also ensured via the activities of the various clubs. Events like talks, poster exhibitions, essay writing competitions, quizzes, debates, photography contests are conducted every year to sensitize the staff and students on constitutional values, rights,

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

D. Any 1 of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

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

As already mentioned, led by the NCC and NSS units, the college celebrates national and international commemorative days like Independence Day, Republic Day, Constitution Day, Gandhi Jayanthi, Kargil Day, and World Yoga Day. In addition, the various clubs and committees observe commemorative days like World Environment Day, United Nations Day, and International Women's Day with grace and fervour. Such coming together acts as a constant reminder of our unity in diversity. The said days are celebrated with activities like hoisting and honouring the national flag, paying homage to the heroes of the independence struggle and martyrs of the later wars, clean campus initiatives, yoga sessions, talks, workshops, poster exhibitions, quizzes, essay writing competitions, etc. Coming to festivals, Government Arts College boasts of being truly secular. Festivals like Onam and Christmas are celebrated with unparalleled enthusiasm. For Onam, the students organise athappookkalam contests, have games like musical chair and tug of war, and of course the Onasadya and the Onam swing. Christmas is celebrated with manger making contests, cakes, and carols. Under the initiative of the staff club, the members of the staff also dive headlong into the festivities with songs, games, cakes, and sadya celebrating yet

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	View File

7.2 - Best Practices

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

BEST PRACTICE - 2: Mazhavillu
1. Title of the practice: Mazhavillu (rainbow)
2. Goal: To inculcate an interest in learning science for school students
3. The Context/Back ground: Engage in participative learning. The students engage in activity based learning.
4. The Practice: school students of 3 different age groups are given science learning sessions
5. Evidence of success:

The report was shared by KDISC with the government of kerala for future incorporation in school syllabus 6. Problems encountered and the resources required: Age group division.

BEST PRACTICE - 2: Extended SKILL SHARE DARE 1. Title of the practice: Extended Skill-Share-Dare 2. Goal: Preparing the students for real life 3. The Context/Back ground: Practical skills need to be encouraged. 4. The Practice: The chosen skills for the year were paperbag making, cloth bag making, and pattern drafting, with sessions scheduled after class hours on select days. The sessions emphasized on activities that promote ecofriendly practices. 5. Evidence of success: More students became part of the programme which was fine-tuned this academic year. 6. Problems encountered and the resources required: Nil

File Description	Documents
Best practices in the Institutional website	https://gactvm.org/wp-content/uploads/GAC_Data/2021-22/bp.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The motto of Government Arts College Thiruvananthapuram, "Amritam Tu Vidya" (Knowledge is Nectar), reflects its commitment to excellence as a public institution. The college emphasizes social inclusivity and aims to develop students holistically, fostering their best qualities while instilling principles of social commitment and tolerance alongside deep knowledge and research skills. Discrimination based on socioeconomic status, language, caste, religion, or race is strictly prohibited. Although the student body is primarily Malayali, the statewide admissions process ensures a diverse range of sociocultural backgrounds. The college actively supports disadvantaged individuals and offers various financial and academic programs to benefit students, all funded by the government. Careful measures are in place to ensure these resources reach those in need. Additionally, the college promotes virtues of honesty, morality, and citizenship, preparing students to become responsible adults. Various groups and committees organize activities to support this mission. Gender equity is also prioritized, with a dedicated, well-maintained

ladies' room and a licensed counselor available on campus throughout the year. The college is committed to educating the community and fostering an inclusive environment for all students.

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

7.3.2 - Plan of action for the next academic year

- Speedup the construction of the proposed KIIFB Block to accommodate more academic facilities.
- To set up a studio room for e content generation.
- To subscribe more journals in the library
- To purchase a dedicated LMS for the college
- To have MoUs with various agencies related to training, internship and research