



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution		ST. GEORGE'S COLLEGE
Name of the head of the Institution		Dr. Reji Vargheese Mekkaden
Designation		Principal (in-charge)
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		04822272220
Mobile no.		9447572414
Registered Email		principalsgcaruvithura@gmail.com
Alternate Email		iqacsgcaruvithura@gmail.com
Address		St. George's College Aruvithura
City/Town		Aruvithura
State/UT		Kerala
Pincode		686122
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Semi-urban
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	Dr. Jilu Ani John
Phone no/Alternate Phone no.	04822272220
Mobile no.	8281382034
Registered Email	iqacsgcaruvithura@gmail.com
Alternate Email	jilurechu@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.sgcaruvithura.ac.in/public/NAAC.html?naac=AQAR
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.sgcaruvithura.ac.in/public/academic-calender-main.html

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
3	A	3.10	2016	17-Mar-2016	16-Mar-2021
2	A	86.5	2007	10-Feb-2007	09-Feb-2012

6. Date of Establishment of IQAC	10-May-2004
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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
No Data Entered/Not Applicable!!!		

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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
St. George	Infrastructure grants to colleges	RUSA	2020 1825	2500000

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

Yes

Upload latest notification of formation of IQAC

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10. Number of IQAC meetings held during the year :

6

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. Conducted Annual Academic Retreat, Internal Academic Audit and External Academic Audit. 2. On the recommendation of IQAC, all departments started certificate courses. 3. Initiated the revamping the college website. 4. On the recommendation of IQAC, elevator facility was installed for better mobility of divyangana 5. Submitted proposal to Kerala startup mission to start IEDC

No Files Uploaded !!!

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

Plan of Action	Achivements/Outcomes
No Data Entered/Not Applicable!!!	

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14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%; text-align: center;">Name of Statutory Body</th> <th style="width: 50%; text-align: center;">Meeting Date</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">College Council</td> <td style="text-align: center;">01-Jun-2020</td> </tr> </tbody> </table>		Name of Statutory Body	Meeting Date	College Council	01-Jun-2020
Name of Statutory Body	Meeting Date				
College Council	01-Jun-2020				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2020				
Date of Submission	06-Jun-2020				
17. Does the Institution have Management Information System ?	Yes				
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>Management information system 20192020</p> <p>The college has an automated web portal and mobile phone application that help to get extraordinary outcomes with integrated solution for all academic and administrative requirement of the institute. This system help in managing all day to day college activities. Through this system the institution send alert / information via SMS/email to parents / guardians regarding results, absent, announcement and other related information. Student/Parent module of our MIS facilitates transmission of target specific information like Circulars, Accounts Details, Day Order, Timetable, Exam Timetable, Exam Results to the stake holders. Administrative features incorporated in the MIS system of the institution include Student Admission, Student Administration, College Accounting, Fees Collection Receipt Printing, Staff Management, Students Attendance Management, Staff Attendance Management, Timetable Generation, Library Management, SMS Alerts, Reminders and Circular, Examination Management, Exam Result Module, Multi User Management, Reports Module, Daily Reports of Attendance [Students, Staff] through mail, Daily Finance Reports through mail, Attendance Missing Alerts</p>				

through mail etc. The reporting feature of the MIS generates daily consolidated report with mailing option to the management and administrative authorities. Reports generated includes attendance status of students(separated each course with semester), Attendance report of staff(punch intime, outtime, total duration), Day book (with opening balance, total debit, total credit, closing balance) of each accounts, Official website of college with administrative control panel is an integral part of the MIS of the institution. A well designed website with option to update page contents from administrative control panel enable timely transmission of information to all the stake holders of the institution . The admin of the website regularly updates the news and event sections of the website .The website admin also regularly updates te website contents like list of courses with details like seats, type of course ,gallery with category, departments and staffs and all other relevant information in the website through the administrative control panel .The general information required by students ,parents ,teachers ,public and other stake holders are timely incorporated in the website. The MIS system of the institution also includes G Suite Education (google Email sgcaruvithura.ac.in) with unlimited users and storage capacity 1 TB for each users. This version of the institution information system enable all the members of the institution to Communicate with email, chat, video conference , create tasks, create and share documents, spreadsheets, and presentations in real time basis. Moreover the network security and MIS system of the college is protected through a dedicated firewall system installed inside the institution. The different Modules of MIS running in the organization is as follows. 1. Admissions Management 2. Student Info Management 3. Staff Management 4. Attendance Management Student 5. Attendance Management Staff 6. Accounting Integration 7. Course Management 8. Timetable Management 9. Student Evaluation Report 10. Exam Management 11. Exam Result Management

12. Grading Assessment System 13. Multi User Management 14. Reports 15. SMS Alerts 16. Mail Alerts 17. Fees Management Collection 18. Circular Management 19. Syllabus Management 20. Student/Parent Portal 21. User Preference

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 college has espoused numerous well-designed methods and strategies to ensure effective curriculum delivery. Being an affiliated college, the institution strictly follows the norms, regulations and the syllabus prescribed by the university. The teachers, as scaffolders, adopt various creative and innovative strategies to provide a rich learning experience to the students. The instructional strategies and methods are clearly designed to ensure maximum efficiency. An academic retreat is conducted annually with the help of external auditors and experts. The academic retreat is conducted at college level and departmental level. Innovative teaching methods and effective course outcomes are planned at college and departmental level meetings. Towards the end of an academic year, the attainment of programme specific outcome and course outcome is evaluated through an academic audit conducted with the help of experienced academicians. All the departments provide bridge courses and induction programmes for every first year batches at the beginning of the year along with an entry-point assessment of the student's aptitude and expectations relating to the course. Value added courses and certificate courses are introduced to develop the various skills of the students. Teachers as well as students are encouraged to attend various training programmes and MOOC courses. Teachers and PG students are given access to scholarly electronic resources like INFLIBNET. To evaluate students' progression level, internal exams, surprise test, quizzes are frequently conducted and parents are informed about it during PTA meetings. To enrich the student community, govt. funded programmes like SSP, WWS, ASAP are working effectively. Apart from traditional classroom lecturing method, assignments and group discussions are organized to generate an interest in the subjects taught. Quizzes, seminars, webinars and workshops have been organised on a regular basis. Students undertake project works under the supervision and direction of the project guides. Workplace learning is integrated into the syllabus through internships and industrial visits. Teachers and students are encouraged to participate in various seminars and present papers. Remedial teaching and mentoring are given on need basis. Special lectures delivered by eminent personalities and alumni on topics related to the curriculum. Also, virtual online teaching tools like Google Classroom, are utilized to provide additional academic information to the students. Recorded video lectures and notes in PDF format are uploaded in Google Classroom for the easy accessibility of students. Online streaming platforms like Youtube are also effectively utilized for uploading classroom/academic lectures. Debates, Mock Parliament, Mock Press Conference and Group Discussions are regularly arranged for the effective communication of cross cutting issues and gender issues. Feedback on curriculum is collected regularly and adequate measures are taken after its analysis. Teachers deliver the curriculum in accordance with the teaching plan and the effectiveness is ensured through various evaluation procedures. Teachers also maintain a

Teacher Performance record and a Teacher Appraisal. The schedule of all of the events that occur in an academic year is made known through the systematically formulated Academic Calendar .

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
Certificate course in Entrepreneurial Skill Development	Nil	15/11/2019	30	Entrepreneurship	Develop skills to start a new business venture. Enhances Entrepreneurial Skill
Certified Secondary Market Analyst	Nil	05/12/2019	30	Capital Market Officer	Equity Analysis, Portfolio Building, Terminal operations
MS Office	Nil	17/07/2019	30	Data Entry Job, Document Production Specialist	Develops awareness of Clerical support function of an office and business
Certificate course in stock market	Nil	03/06/2019	30	Stock Market Investment Teacher	Develops an understanding of how the markets and stocks work
Certificate course in GST	Nil	04/06/2019	30	GST practitioner or GSTP	Specialization in the area of GST
Fundamentals of Photoshop	Nil	05/11/2019	30	Graphic designer	Graphics Illustration skill
Mushroom Cultivation	Nil	19/08/2019	30	Systematic farmer Agri business	Awareness of Mushroom cultivation techniques. Gets idea of most profitable agri-business that one can start with a low investment and less

space.

Basic Analytical Chemistry	Nil	09/09/2019	30	Analytical chemists, Job in Pharmaceutical companies	Develop laboratory skills to obtain high-quality analytical data. Useful in modern analytical chemistry. Develops skill in perform process and product development skill for developing and designing instruments
Certification program in J2EE	Nil	12/06/2019	30	Web Development opportunities	Very much useful in an enterprise web application. Helpful while attending campus selection interviews
Certificate Course in Mutual Funds	Nil	29/08/2019	30	Wealth Manager-Mutual Funds, Relationship Manager	Keen insights on various aspects of the functioning of the mutual fund industry.
Certificate in MS Office (Computer Dept)	Nil	05/07/2019	30	Data Entry Job, Document Production Specialist	Development of skills needed for Clerical support functions in an office and business
Introduction to Photography	Nil	19/11/2019	30	Freelance photographer	Skill acquisition of nature and landscape

						photography, taking the perfect shot regardless of the object.
Certificate Course in MS Office	Nil	05/07/2019	30	Employability		Clerical and office documentation techniques
Basic Food Safety	Nil	03/01/2020	30	focus on employability / entrepreneurship		Implementation of food safety in food industry
EXPEYES	Nil	16/08/2019	30	Employability		Experimental skill
LaTeX	Nil	01/10/2019	30	Employability		Scientific communication skill
Soft skills and Communicative English	Nil	13/09/2019	30	Communicative English Trainer		Develops students' communication skills and knowledge in English .Builds up the learners' confidence in oral and interpersonal communication by reinforcing the basics of pronunciation.
Yoga	Nil	25/06/2019	30	Employability as a trainer		develops concentration and physical fitness
IT Skill	Nil	30/07/2019	30	Employability in Software field		Computer software and Hardware proficiency
Certified GST Practitioner	Nil	28/11/2019	30	A GST practitioner or GSTP		Real account preparation, Industrial Partnership
Certificate	Nil	11/12/2019	30	Content writer,		Accademic writing,

course in
Library
Science and
Academic
Writing

Document
Developer

Content
writing

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	Nil	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
MSc	Physics	17/06/2019
MSc	Chemistry	17/06/2019
MSc	Mathematics	17/06/2019
MSc	Food Science and Quality Control	17/06/2019
MCom	commerce	17/06/2019

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

	Certificate	Diploma Course
Number of Students	700	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
Environment and human right	03/06/2019	23
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Economics	43
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
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

The college ensures the efficacy of the curriculum delivery and learning experience through the carefully designed feedback mechanism. The institution always attaches much significance to the role of feedback in maximising the student achievements . To ensure optimum quality in teaching and learning ,the college has resorted to various feedback mechanisms. All the stakeholders are taken into account and their feedback has become one of the primary drivers of institutional growth . Typically this feedback is collected from the stakeholders-students , teachers and parents- through rating style surveys at the end of a course. A systematic questionnaire is prepared taking into account all the curricular aspects. The feedback from other stakeholders like Alumni and their employers is also collected as an improvement tool and performance measure of the curriculum. The feedback on curriculum is also collected through test scores, parents 'opinion , teachers' self-assessment ,classroom observation ,open house etc .The feedback Form with five point scale includes questions relating to academic content ,evaluation scheme, effectiveness of curriculum delivery etc. The data collected through the questionnaire is analysed at department level and college level under the supervision of IQAC. A report is prepared based on the input analysis and is presented before the governing body and the college academic council for considerations and deliberations. The input gained from feedback influences the new policies and programmes devised by the college. The feedback collected both in- online and offline mode -are positively taken and corrective measures are facilitated. As an outcome of the feedback analysis ,numerous academic initiatives have been launched . To enrich the academic capabilities and research capabilities of both the teachers and students, scholarly electronic resources like INFLIBNET are made accessible to PG students as well as teachers . Seminars, competitions , field work etc. are promoted. Teachers are encouraged to integrate technology into classrooms to optimise the effectiveness of curriculum delivery. Remedial classes and mentoring sessions have been arranged regularly . . The feedback from Alumni helps a lot in recognizing the job requirements and as a out-turn various certificate courses and value added courses are introduced. Taking a cue from the alumni feedback, various measures have been adopted to develop transferable and employability skills of the students . All information from the analysis were used to enhance the effectiveness of teaching and learning in classrooms .

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	Botany	32	100	30

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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	Number of fulltime teachers available in the institution teaching only PG	Number of teachers teaching both UG and PG courses

			courses	courses	
2019	1961	196	63	5	35

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
102	102	15	25	10	10
View File of ICT Tools and resources					
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Mentoring System St. George's College Aruvithura maintains a systematic and holistic approach to the mentoring of students, focusing on their academic success, personal growth, skill development and social commitment. The departments are given freedom to execute the mentoring process and they could pursue their own feasible methods and tools. The objectives of the mentoring system:

- To provide specific guidance to the students based on their individual traits
- To enhance the rapport between the teacher and the student for maintaining a healthy learning environment
- To identify the learning gaps and to bridge them
- To offer emotional support to the needy students
- To identify the specific skills and talents of each student
- To suggest ways and means to improve their skills
- To guide the students to become ethically oriented and socially responsible citizens

The types of mentoring offered include:

- Academic
- Career
- Skill - oriented
- Emotional
- Social

Implementation of the mentoring system

- The Principal discusses with the Heads of the Departments, the general academic ambience and provides specific instructions to the departments, if necessary
- The HODs discuss with the faculty mentors, the mentoring policy to be followed in the departments
- The faculty mentors are assigned around 20 mentees.
- The mentors meet the mentees at least once in a month
- The mentors build good rapport with the mentees
- Each mentor maintains a record containing the details of the mentees.
- The mentors maintain a record of the meetings held with the mentees
- The mentors provide personal advise and support as and when needed
- The mentors keep track of the academic progress of the students and offer timely suggestions for improvement
- The mentors help the mentees in setting long term and short term goals
- Mentees are directed to attend MOOC courses and motivated to present papers in seminars
- Training programmes such as Walk With a Scholar and Scholar Support Programme are effectively utilised to offer mentoring to advanced learners and slow learners respectively
- The mentors meet the mentees prior to and following the semester examination to instil confidence and reduce stress
- The mentors keep watch of delinquent behaviours, if any, of the mentees and adopt proper measures to handle with such issues
- Unique mentoring programmes like Rendezvous (counselling sessions for each mentees involving all the teachers) are adopted by the departments
- If any particular action needs to be taken in the case of any student, the faculty mentors inform the HODs who in turn discuss it with the Principal
- The HODs keep in touch with the mentees and collect feedback from them regarding the mentoring process

Outcome of the mentoring process

- Active engagement of the mentees in the learning process
- Constructive participation of students in the campus life
- Establishment of a peaceful teaching-learning environment
- Academic excellence
- Discovery and nurturing of dormant talents
- Enhancement of active talents
- Personal skill augmentation

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2157	103	1 : 21

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
103	103	Nil	10	19

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
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
No Data Entered/Not Applicable !!!				
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Continuous Internal Evaluation Continuous Internal Evaluation is the sum total of all the evaluation procedures adopted by an institution covering all the aspects of learner development. St. George's College Aruvithura has adopted a host of evaluative tools and assessment methods to ensure continuous and comprehensive appraisal of learner performance. The College adheres to the norms for evaluation prescribed by the Mahatma Gandhi University, Kottayam to which it is affiliated. Each department adopts general and programme specific procedures for evaluation and assessment to identify learning gaps, design remedial programmes and ensure academic and personal success. Evaluation and assessment includes both scholastic and co-scholastic aspects.

- Formative assessment ? Teachers use various techniques to assess the learner involvement in learning activities - oral question answer sessions, assignments, home works, graphical representation, problem solving sessions, quizzes, student seminars and field trips ? With regard to subject specific concepts learners' knowledge, understanding, application, analysis, synthesis, evaluation and creativity are evaluated through surprise written tests, group discussions and module wise examinations involving multiple choice questions, fill in the blanks questions, short answer questions and essay questions ? Self-assessment and peer assessment are encouraged ? Practical works are done by science stream students ? Project works are undertaken by commerce and social science students ? Creative writing works are attempted by language students
- Summative Assessment ? A model examination is conducted towards the end of each semester involving very short answer questions, paragraph questions and essay questions ? Students undergo end semester University examination, for both theoretical and practical aspects, as part of the external summative assessment
- Well-structured internal evaluation scheme is adopted with attendance, assignment and two internal exams (of 40 and 80 marks each) as components, adhering to University norms
- Teachers employ informal methods like observation and personal talk to analyse and enhance the life skills of the learners
- Various programmes are held to sensitise students to human rights, gender and environmental issues
- NCC and NSS are platforms to analyse and improve the social commitment of learners
- Club activities are designed so as to evaluate and nurture varied skills and talents of learners
- Online assessment techniques like online assignments, Google Form Quizzes and questions are used in the contexts like Covid-19 pandemic which necessitates restriction of learner turn up at college. St. George's College promotes assessment and

evaluation procedures catering to the multiple facets of learner development. Proper actions are taken based on evaluation including remedial coaching, provision of simplified notes, personal counselling and troubleshooting sessions.

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

Academic calendar prepared and adhered for conduct of Examination and other related matters Academic calendar facilitates the systematic planning and effective execution of teaching-learning activities and evaluation. St. George's College Aruvithura drafts an academic calendar for each academic year, which provides information regarding the programmes offered in the college, the courses in each semester, the commencement of classes in each semester, the conclusion of classes, the teaching learning activities, the proposed dates of examinations, list of holidays and the total number of working days. It also incorporates the details of the conduct of co-curricular activities including field trips, study tours, seminars and workshops and club and cell activities. The Principal holds meetings with the Heads of the Departments, the Controller of Examinations and the Calendar Committee to discuss the preparation of academic calendar. The academic calendar prepared is duly approved by the College Council. The faculty members of each department collect the list of courses to be offered in each semester and chalk out a plan of action for each academic year. The HOD allocates courses to each faculty who prepare course plan for delivering the courses. A timetable is prepared by each department specifying the hours, courses and the faculty engaging each hour. The departmental timetables are consolidated to form a college timetable. The timetable is duly made available to each class by the class teachers. The academic calendar is adhered for the purpose of summative evaluation. A model examination is conducted towards the end of each semester involving very short answer questions, paragraph questions and essay questions. Students undergo end semester University examination, for both theoretical and practical aspects, as part of the external summative assessment as per the schedule in the academic calendar. Well- structured internal evaluation scheme is adopted with attendance, assignment and two internal exams (of 40 and 80 marks each) as components, adhering to University norms. All the details of the evaluation are provided in the academic calendar. In the wake of unprecedented events like Covid-19 pandemic, the college gears up for the paradigm shift in teaching, learning, evaluation and other student related activities. The college authority offers clear and effective guidance regarding the conduct of online and offline classes, evaluation and assessment of students.

2.6 – Student Performance and Learning Outcomes

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

<https://www.sgcaruvithura.ac.in/public/learning-outcomes.html>

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
Nill	BSc	Botany	34	28	82.35

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2.7 – Student Satisfaction Survey

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

<https://www.sgcaruvithura.ac.in/public/NAAC.html?naac=Student%20Satisfaction%20Survey>

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
Nil	0	Nil	0	0
No file uploaded.				

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
National level Workshop on Recent Trends in Chemistry and an Autodock Software Training	Chemistry	11/12/2019
Three Day Training Programme on Carbon Accounting and Environmental Audit Procedures	Commerce	13/01/2020
Seminar on emerging trends in mutual funds	Commerce	24/09/2019
Industrial motivation Seminar	Commerce	27/06/2019
Seminar on stock market operation	Commerce	19/12/2019
Seminar on Research methodology	Commerce	27/08/2019
Training on GST	Commerce	24/06/2019
Seminar on social media marketing	Commerce	27/11/2019
Seminar on recent trends in marketing	Commerce	26/11/2019
Outcome based Technology Learning	Computer Application	20/11/2019
Ethical Hacking	Computer Application	01/01/2020
Android Application Development -Workshop	Computer Application	03/01/2020
Food adulteration awareness program	Food Science and Technology	25/07/2019
Student awareness programme on Healthy	Food Science and Technology	15/10/2019

Diets for a Zero Hunger World		
Popular Science Lecture Series - I	Physics	30/07/2019

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

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
1	4	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
Nil	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)
National	Malayalam	3	0
International	Mathematics and Statistics	12	.36
International	Chemistry	2	2.02
International	English	4	0
No file uploaded.			

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
Physics	1
English	4
Statistics	1
No file uploaded.	

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
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Interval Estimation of the Overlapping Coefficient of Two Multivariate normal distributions	Sibil Jose Seemon Thomas	Thailand Statistician	2020	0	Dept. of Statistics, St Georges College Aruvithura	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
Costussp eciosus rhizome extract mediated synthesis of silver and gold nanoparticles and their biological and catalytic properties	Siby Joseph	Inorganic and Nano-Metal Chemistry	2019	15	2	Department of Chemistry, St. George's College Aruvithura

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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Nil	8	30	36	33

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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
Academic Excelentia-Moulding intellectual minds	St. George HSS Aruvithura	4	6

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
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Nil	Nil	Nil	Nil
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Republic day Parade	NCC	Attending republic day Parade	1	2
View File				

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
PROJECT WORK (Physics)	3	INSPIRE, KSCTE	180
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Internship	Internship	KAIRALI TV, University of Kerala senate House Campus, Palayam TRIVANDRUM, Kerala 695033 Ph.No .04712386500	03/12/2019	28/12/2019	20
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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
Research and P.G Department of Chemistry ,St. Thomas College, Pala	27/10/2020	Knowledge transfer through Research and Teaching	33
View File			

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
155	135

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Laboratories	Existing
Class rooms	Existing
Seminar Halls	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Others	Newly Added
No file uploaded.	

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
Info Viewer	Partially	Campus net	2018

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	165	8	3	1	1	15	15	100	0
Added	5	0	0	0	0	0	0	0	0
Total	170	8	3	1	1	15	15	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
SGC T V - Community Telecasting Centre and Media Lab	https://www.youtube.com/user/sgctvy

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
25	22.4	88	77.3

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)

For creating positive and conducive atmosphere for a student's learning, effective infrastructure planning is needed. The college is located in 14 acres of land and has 63 class rooms for academic learning. We have four seminar halls with ICT devices and equipped with 14 laboratories. The campus is made secure with 53 CCTV and security persons. The college has ensured infrastructure facilities and resources to conduct outdoor games and indoor games with a separate Health club. Spacious auditorium is available for organizing different cultural activities in the campus. We are updating technology occasionally and added equipments to suit the need of the hour. Libraries allow a student to go beyond what is being taught in the classroom. We have laid foundation stone for a vast library with state of art technology. At present, we have 32,247 books of various disciplines in the library. We are maintaining 167 computers in 8 computer labs. Majority are having Wi- Fi internet connection with 100 MBPS bandwidth. The college caters to various needs of its stakeholders through physical and academic facilities.

<https://www.sgcaruvithura.ac.in/public/discover-Policy-documents.html>

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	Financial Support to online learning	2	15000
Financial Support from Other Sources			
a) National	Central Sector Scholarship	23	230000
b) International	0	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	Date of implementation	Number of students	Agencies involved
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enhancement scheme		enrolled	
Yoga and Meditation	21/06/2019	353	NSS and NCC
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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	Carrer Counselling(FS)	10	22	6	22
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
3	3	4

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
LT Fin Services	64	6	Infosys	34	4
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2020	18	BSc	Mathematics	St. Thomas College Pala	MSc Mathematics
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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	8
View File	

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

Activity	Level	Number of Participants
Inter Collegiate	National	56

Management Event -
EXOUSIA 2020

[View File](#)

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2020	Participation in the Republic Day Parade Camp in New Delhi	National	1	3	Class No: 1411 Class No: 1831	Blessin Sajeev Mumthas S

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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)

The activities of the College union reverberate the dynamic spirit of our campus. As per the University regulations and the recommendations of the Lyngdoh committee, the parliamentary system of election is conducted every academic year and a statutory body of student Council, namely "College Union" is formed. It enables the students to have a better understanding on the principles of the parliamentary system of governance in a democratic country. Two representatives, one boy and one girl, are elected from each class and they elect the members for the College Union. The body is constituted of the Chairman, Vice Chairperson (exclusively reserved for female students), General Secretary, Magazine Editor, Arts Club Secretary, two University Union Councillors, two lady representatives and one PG representative besides the class representatives. The union is free to organise and execute various arts and sports competitions and also cultural events under the guidance of a Staff Advisor, most probably a senior faculty member, strictly adhering to the rules and norms of the college. Regular meetings of the College Union members, Class representatives and Executive Committee members of the Departments' Associations are held to chart out the programmes to be conducted. Satori, the College union for the academic year 2019- 2020 successfully conducted diverse programmes catering to the interests and aptitudes of the student community. They organised Interdepartmental Competitions in Sports events like Football, Cricket, Volleyball, Badminton etc. Freshers' day was conducted to welcome the new buds to the campus. Enthusiastic participation from the departments made Kalotsmi 2020(Arts Day) a tremendous success. National and religious festivals like Onam, Christmas etc. were celebrated in harmony. Satori introduced some innovative and fascinating programmes in the campus like Bhavya, a recreational programme for the students conducted once in a week in the evenings, TikTok Competition and Naluvvari, an online poetry writing competition. The inception of Dhvani, an online channel to celebrate the varied skills of our students was a landmark event. Each department of the college has an association which consists of a faculty-in-charge, a president, vice president and executive members. Students themselves elect the office bearers for the Association. It is intended to organise various co-curricular programmes for the department. Students get ample representation in various administrative bodies like College Co-operative Society and most of the cells functioning in the college campus have student representatives. Internal quality Assurance Cell, Library

Committee(Student Librarians), Anti-Ragging Committee, Grievance Redressal Cell and Internal complaint Cell have representations from student community and it soothes the teacher- student bond as teachers can tackle the problems more effectively with the support of these students. Numerous cells function in our campus like Sports Club, Oratory Club, Quiz Club, Music Club, Women's Cell, Anti- Narcotic Cell, Jesus Youth, Adventure Club etc. for the overall development of the students. The NSS and the NCC units function very proficiently in our college. Students enrolled into these voluntary organizations mold themselves as better citizens of the country with social commitment and real patriotic spirit.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

St. George's College Aruvithura has a registered and a vibrant alumni forum "SGC Alumni Association" which offers a platform for the former students to rekindle their fondful memories and wonderful days that they spent together in the Alma mater. It enriches the rapport between the former students and their College. We have an executive committee constituted for the smooth functioning of the association. For the academic year 2019-2020, Dr. Siby Joseph, Department of Chemistry, acts as its Convener and Mr. Benoi C George, Department of Commerce(SF), acts as the member of the cell. There are representatives from each department also. The annual alumni gathering is scheduled on 26th December every yeas so as to ensure the maximum participation of the members. Besides this, each department has an alumni forum and it convenes meeting every academic year. Alumni meetings are always a platform for commemorating the selfless services of both the teachers and the lab assistants who did commendable services to the college and retire from their official duty. Moreover, the alumni get a chance to get acquainted with the new teachers in their department. The former students uphold a tradition of handing over their textbooks, useful guides and materials for cracking UGC NET/GATE and other such competitive examinations and their motivational words are really beneficial to the younger generation of learners. Many of our former students have proved their mettle in their respective fields. We have notable academicians, sportsmen and social workers dispersed across the globe who uphold the tradition of SGC. For the academic year 2019-2020 the Department of Mathematics organised Joby Memorial Intercollegiate Fest which is comprised of variety of activities. And most of the departments like Departments of Chemistry, Physics, English, Food Science etc. invite the distinguished alumni as guests of honour to deliver lectures for the students on various occasions. Feedbacks are collected from the alumni annually and are analysed and appropriate measures are taken according to the responses. Since they are one of the important stakeholders for the institution, we look forward to their perceptions and suggestions which ultimately enable to scrutinize the strengths, weaknesses and opportunities of the college.

5.4.2 – No. of enrolled Alumni:

1230

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

116500

5.4.4 – Meetings/activities organized by Alumni Association :

Meetings organized by Alumni Association Sl No. Department Date
 1 Physics 14-12-2019
 2 Botany 14-12-2019
 3 Mathematics 13-01-2020
 4 English 09-11-2019
 5 Economics 26-01-2020
 6 Politics 28-12-2019
 7 Commerce 26-12-2019
 Activities

organized by Alumni Association Sl No. Department Activities Date
 1 Physics Career Enrichment Programme 21-11-2019
 2 Mathematics Joby Memorial Intercollegiate Fest 13-01-2020
 Intercollegiate Mathematics Quiz 13-01-2020
 Powerpoint paper presentation Competition 13-01-2020
 3x3 Football 14-01-2020
 Rubix Cube solving 14-01-2020
 Spot Photography 14-01-2020
 IPL Auction 14-01-2020
 Treasure Game 14-01-2020
 Film review 13-01-2020
 3 English Anagnorisis, a Career Orientation Programme 15-10-2019
 4 Chemistry Lecture on Nanoscale light harvesters:revolutionising 21st century Photovoltaics 17-10-2020
 5 Food science Orientation Programme 11-12-2020
 International webinar on Nanotechnology Applications in Food: Good or Bad 30-10-2020
 International Webinar on Biotechnological Approaches for the Production of Food Bioactive Molecules 30-10-2020

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)

The planning and implementation of the college is marked by decentralisation which is key to the functioning of the institution. The day-to-day affairs of the College are managed by the Principal ably assisted by the administrator, the Bursar, the Staff Council, the IQAC, the PTA and the various other bodies. The active dialogue that happens between the beneficiaries and the authorities is the prime reason behind our progress. It is our conviction that all-round development happens only by total and integrated formation that prompts us to take care of all aspects of student growth. Hence the emphasis on the intellectual, physical, emotional, social, spiritual, cultural aspects of student personality. All the future course of actions are planned through a participative and decentralized process incorporating all the members of the institution. The teachers and student representative of each department, committees and cells sit together and prepare detailed action plan and budget proposal for the forth coming academic year and submit it to the internal quality assurance cell for its approval. The internal quality assurance cell evaluates all the proposals and suggests the corrections. Further the budget proposals and action plan were discussed in the college council and forwarded to the managing board comprising the manager, principal and bursar of the college to incorporate and prepare the institutional action plan and budget. Once the action plan and budget proposals are approved by the managing board its implementation it is also decentralized. The action plan and budgets finalized by the college managing board is delegated to the head of the departments and coordinators of various cells for implementation. The head of the departments and coordinators communicate and implement the action plan with the support of all the faculty members and students. The IQAC and internal financial audit committee appointed by the managing board monitors and evaluates the implementation/deviations in/of the action plan and attainment of budget targets.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	The college adopts various strategies for curriculum development though its stipulated by the university, college

equip the students by providing add on courses and certificate courses. The college encourages the active participation of teachers in curriculum design and development, Question Bank preparation. The college also initiated ICT enabled e- content development by teachers. Moreover the institution encourage students to attend SWAYAM Courses.

Admission of Students

Admission to various courses is done through the Centralized AllotmentProcess (CAP) of MG university. Admission cell monitors the entire admission procedure and ensures transparency and strict adherence to the university rules of admission. Norms of weightage for reservation categories including the Divyanjan are strictly followed and student performance in cultural and sports fields are also duly considered for admission.

Industry Interaction / Collaboration

Regular industrial visits are arranged for students to familiarize them with latest industrial innovations and practices. Workshops led by external experts and industrialists are made part of the curriculum. The institution arranges regular active interactions with technology-oriented industries. Collaborations with suppliers of lab equipments are encouraged to provide hands on training for handling lab equipments. The Expert committee of B Voc course in Food Technology and Analysis has two representatives from the industries. For On the Job Training the college has linkages with various Milma Dairies across Kerala, Modern Breads Ernakulam, ABAD sea foods, Choice Sea Foods, Elite Breads and Cakes Kozhikodu, Campco Chocolates, MerriBoy Ice-creams, Laza Ice Creams, and Synthite Kolencherry. Placement Cell initiates and maintains strong linkage with industries.

Human Resource Management

The institution makes it a point to recruit well qualified faculty and administrative staff. At the time of joining itself detailed profile of students is collected and continuous mapping of their skills and talents is done. Weak students are taken good care of by providing them with remedial training .Ample opportunities are provided to students for participating

in extracurricular activities. Soft skill development program and career orientation programmes are offered on a regular basis. Feedback mechanism is practiced in the institution to enhance human resource efficiency.

Library, ICT and Physical Infrastructure / Instrumentation

The college has well organized common library and departmental libraries. There is a large collection of reference books both in hard and digital form. Some of the departments have digital library too. Moreover, ICT enabled teaching is followed by all the faculty members. Virtual labs are used for practical classes by science departments. Video conferencing tools like zoom and google meet are used for effective online teaching. The college has well maintained UG and PG labs and the PG computer labs are equipped with GPL operating system (Ubuntu). Also the campus is fully networked and have Wi-Fi internet facility.

Research and Development

Faculty members were encouraged to present research papers and publish research articles. Three faculties got recognition as research guides, by MG university. Students participated and presented papers in National and International seminars organized by various colleges. The faculty encourages students to do research-oriented projects. Research motivation programs were conducted for students and promoted the usage of all free software aids for research and project work.

Examination and Evaluation

The college aims for precise evaluation of student performance for improving the quality. Regular unit tests, seminar and assignments are conducted. Technology aided teaching and evaluation. (use of e-contents, learning management systems, usage of ICT tools, google classroom) Internal exams: a minimum of two internal exams were conducted in each semester and their performance were evaluated in the presence of parents in the following month. Periodical exams and surprise tests are conducted for the students in addition to the internal and model examinations. The papers are valued and returned with proper suggestions for improvement.

Teaching and Learning

The college provides orientation programmes, bridge courses, remedial

coaching, morning and evening classes, seminar by eminent resource person, coaching for competitive exams, project works, mentoring system, career advancement programmes, quiz, role play, viva voice etc as a part of teaching and learning. For the effective teaching learning the college encourages ICT enabled teaching, follows student centric methods and pay individual attention to students.

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

E-governance area	Details
<p>Planning and Development</p>	<p>The college is using an integrated online platform for planning and execution of all the activities. The college management system facilitates planning of the curriculum and delivery of classes as per the planned time table. The college academic calendar is prepared through collective consultation with all the faculty members at the beginning of the academic year through shared drives in Google drive. Google forms are used for collecting feedbacks and inputs from all the stakeholders of the institution for the preparation of all future course of actions and academic plans of the institution. All the plans and developments in the college are shared with the students through Google classroom streaming. Group email and WhatsApp groups are also used by the college for effective planning ,development and information dissemination.</p>
<p>Administration</p>	<p>Academic management system implemented in the institution offers modules for admission, academics, fee collection and information transmission. Service matters of permanent teaching and non-teaching staff are managed through SPARK software provided by government of Kerala. As part of this the entire office administration process is moving on to paperless office with the implementation of e service book and e bill system.</p>
<p>Finance and Accounts</p>	<p>The college management system used by the institution has a module for recording and management of finance and accounts. This module enables automated processing of the journal entries and generation of financial statements.</p>

	College also uses E banking, E payments, PFMS, RTGS, DBT etc for financial resource mobilization, deployment and monitoring.
Student Admission and Support	Admission to all the UG and PG courses of the college are administered through the centralised allotment portal of Mahatma Gandhi University. The academic management system of the college is used for completing the admission process at the college level. The academic management system of the college also is used for management quota and community quota admission. Services like application for examination, revaluation, gracemarks, marklists, certificates etc are provided in the University website for the students. Moreover facility for online submission of feedback and grievances is provided for the students in the university and college website. Google classrooms and WhatsApp chats are used by the teachers for providing regular support for the students.
Examination	All the exam related works are conducted through Mahatma Gandhi University examination portal. The college do the registration of students in university examination, downloading of hall tickets, uploading of internal marks, uploading of student attendance in examination and all other exam related documentations through this online portal. At present the University examination question paper downloading and printing is done at college through the e governance platform.

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
2020	Sibil Jose	National Web based Seminar on recent trends in Statistical theory and Applications 2020	National Web based Seminar on recent trends in Statistical theory and Applications 2020	200

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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Academic retreat	Nil	07/06/2019	07/06/2019	101	Nil
2019	Nil	Administrative training	14/08/2019	14/08/2019	Nil	26
2019	Nil	Hands on training on Essential software tools for office	11/11/2019	11/11/2019	Nil	12
2020	Orientation programme on new income tax regime	Nil	10/03/2020	10/03/2020	37	Nil
2020	Nil	Training on PFMS	03/02/2020	03/02/2020	Nil	5
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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
Refresher Programmes,	3	21/11/2019	04/12/2019	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
3	4	1	1

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
An amenity centre run by the co-operative society is managed by elected members of the	The non-teaching staff of the college as well have access to all the welfare schemes . An	Various Scholarships and free ships are offered to meritorious and deserving students.

staff. Canteen facility is available in the campus for the entire staff members. The Staff co-operative society managed by elected members of the staff offers short term and long-term loans, salary advance, FD, SB account, chitts etc to meet the financial needs of the staff. Profit share of the society is distributed among the staff members who are the shareholders. Cooperative Society in the college provides stationery items for the teaching staff and students. The college has a Gymnasium to maintain and improve the health of the staff. Sent off meetings and annual get together of the staff and the family members are conducted every year. Dedicated parking slots for faculty members is provided in the campus. Free internet and workstation centre facility is available in the campus for the staff. MIS and e governance integrating all the staff members is implemented. There is a prayer room and vegetable Eco shop in the campus.

amenity centre run by the co- operative society is managed by elected members of non-teaching staff too. Canteen facility is available in the campus for the entire staff members. The Staff co-operative society managed by elected members of the staff offers short term and long-term loans, salary advance, FD, SB account, chitts etc to meet the financial needs of the non teaching staff. Profit share of the society is distributed among the staff members who are the shareholders. Cooperative Society in the college provides stationery items for the non-teaching staff. The college has a Gymnasium to maintain and improve the health of the staff. Sent off meetings and annual get together of the staff and the family members are conducted every year. Dedicated parking slots are available for non-teaching members in the campus. Free internet and workstation centre facility is available in the campus for the staff. MIS and e governance integrating all the staff members is implemented. Prayer room and vegetable Eco shop in the campus are open for the staff members.

There is a well-equipped student amenity centre in the campus. Students are provided lunch at subsidized price in the college canteen. Drinking water facilities accessible during intervals are provided in each block. There are sick rooms/ restrooms to meet occasional infirmity. Counsellors are available on call if necessary. Hostel facility is provided for girls. Cooperative Society in the college provides note books, text books, record books, pen, pencil etc. Value education classes are offered on a regular basis. There is a multipurpose indoor stadium, prayer room, vegetable Eco shop and gymnasium for the students. National Service Scheme, NCC, Placement cell, Walk with a Scholar Programme, Scholar Support Programme, Antinarcotic cell ,Women cell and various other clubs function in the campus to groom the students. Proficiency prizes are given to toppers of each class .

6.4 – Financial Management and Resource Mobilization

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

The college has a strong internal control system facilitated through the internal audit committee appointed by the managing board of the college . The internal financial auditors of the college is entrusted with the responsibility of conducting inspections and evaluations of financial transactions of the institution at the end of the financial year and to submit detailed financial audit report to the managing board. The internal financial audit committee also regularly observe and ensure that the budgeted financial targets are met and

reports deviations if any from budget. Further the internal financial audit of the institution is very effective in detecting revenue leakages and errors in the preparation of financial statements. Since the financial receipts and payments of the institution are from /through diverse agencies including state government, Central government, non-governmental organisation, management fund and private funding agencies etc. External audit of the institution is done by many agencies to comply with the requirements of the funding agencies. The college has an external auditor appointed by the managing board who is a chartered accountant and he conducts detailed audit of all the financial transactions of the college and submit the financial audit report to the managing board. The external auditor is also entrusted with the responsibility of detailed tax audit , compilation and submission of various returns , compliance of government regulations etc on behalf of the college. The Govt. of Kerala through Deputy Directorate of Collegiate Education periodically audits and inspects financial transactions relating to the grant in aid fund received by the college from government of Kerala . The financial matters relating to the salary and establishment of teaching and non-teaching staff in government aided stream is also under the audit surveillance by the office of Accountant General of Kerala. Moreover, the college conducts and undergoes external audits of fund relating to UGC ,DST,FIST etc.

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
St. George College Trust	2800000	Maintanance
View File		

6.4.3 – Total corpus fund generated

11671000

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Dr. Jose James	Yes	IQAC
Administrative	Yes	Prof. Lopus Mathew	Yes	Manager ,St. Georges College Aruvithura

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

The college has a very active PTA. Apart from the formal departmental PTA, open House programmes for each class is separately conducted each semester. parents were given opportunity to meet the teachers of the department before and after the session. The students, who excel in various fields were honored, in the PTA meeting. It also provides an opportunity to showcase their talents. Several attractive cash awards and scholarships were given for the students who excel in academics and extra -curricular activities.

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

1.Hands on training on Essential software tools for office 2.Training on PFMS for office staff. 3.Training programme for laboratory assistants. 4.Annual get

together and day out.

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

1. Reinforced the complete implementation of green protocol in the campus.
2. Triggered the reduction of carbon foot prints in the campus.
3. A move in the direction of divyangan friendliness through installing elevators and ramps in the campus.
4. Switching over digital teaching learning process via LMS.
5. Initiated setting up of IEDC to boost up innovation ecosystem in campus.
6. Introduction of certificate courses in various disciplines.

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
Nil	Academic Retreat	07/06/2019	07/06/2019	07/06/2019	104

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Legal Awareness Programme sponsored by National Commission for Women	10/01/2020	10/01/2020	92	23
Women Day Celebration	08/03/2020	08/03/2020	70	33
legal literacy programme for female students	24/07/2019	24/07/2019	88	9
Gender awareness	04/03/2020	04/03/2020	85	12
Counseling service for girls	03/06/2019	31/05/2020	1221	911
Awareness program on women safety	05/09/2019	05/09/2019	57	40

and respect				
Malayali Manga contest	06/09/2019	06/09/2019	25	Nil

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

Percentage of power requirement of the University met by the renewable energy sources

The institution functions on the basic principles of ecological consciousness and sustainability which are the basic standards of the 21st century. The campus is plastic free where plastic items, especially plastic banners are prohibited and the use of cloth items are encouraged. The college insists the students on bringing steel tiffin boxes to avoid the heaping up of plastic waste. The institution organized various activities on environmental consciousness such as nature orientation , assembling of solar lamps, hands on training for students in carbon accounting and environmental audit process. Turn- off Campaign': a campaign on Turning off the lights and switching off electronic equipment around the office during off-hours that helps to conserve energy resources and to save a significant amount of electric bill was initiated. Online talk on issues related to environmental pollution, "Gandhi Global Solar Yatra" initiated by IIT Mumbai in collaboration with the IQAC and Unnath Bharath Abhiyan of the college, 'Go Green'- E- waste management initiatives, PowerPoint presentation competition for undergraduate students from colleges of Kerala in connection with the ozone day celebrations of 2020 (16th September) were some of the other initiatives in this regard. Students of the college registered as volunteers for ANERT renewable energy promotional campaign, organized by Kerala State government on November 6, 2019. In tune with the green protocol cloth bags and paper files are distributed to the resource persons and delegates during seminars, conferences, invited talks etc. Stake holders are instructed to replace plastic carry bags with cloth bags. By promoting cloth bags, the institution affirms its social accountability. The students are encouraged to take the institutional values of eco consciousness to their larger living environment. The college is situated in an eco-friendly environment on the banks of the river Meenachil which supplies the institution with its water needs. In addition to this, the college has rain water harvesting facility with a total capacity of 1,00,000 litres. For the timely mending of electric equipment, usage of water etc, the college initiated a green army in the campus. The college has been consistently trying to turn the campus into a paper free one. Maximum communication to departments and students is made through mails and other electronic media to spread awareness about the same. By using public address and public display systems, the college abides by the tenets of the green protocol. Campus is blessed with a variety of trees and plants including rare species and maintains a meditation park. We have a well-maintained garden with varieties of flowers and a vegetable garden. Organic farming is encouraged by the institution. An exclusive botanical garden is maintained by Department of Botany. Many of our students are active members of Bhoomitra Sena, an idea conceived by Directorate of Environment Climate Change und

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	17
Provision for lift	Yes	17
Ramp/Rails	Yes	17
Braille Software/facilities	Yes	17

Rest Rooms	Yes	17
Scribes for examination	Yes	8
Special skill development for differently abled students	Yes	17
Any other similar facility	Yes	5

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	10/01/2020	1	Interaction with women labourers working under National Rural Employment Generation Scheme	Interaction with women labourers working under National Rural Employment Generation Scheme	60

[View File](#)

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

Title	Date of publication	Follow up(max 100 words)
Code of Conduct for Principal	14/06/2019	The Principal should uphold the institutional values and should be an epitome of integrity and efficiency. He should never discriminate any member of the teaching and administrative staff and student community. He should maintain and inclusive approach and

		tolerance and promote all the academic activities in the campus and holistic development of students.
Code of Conduct for Teachers	14/06/2019	Teachers should update their subject knowledge and complete the portions assigned to them on time. They are supposed to engage in research activities and should deal the students with a sense of equity. Teachers should show due respect to their peers and should not do anything against their professional ethics
Code of Conduct for Students	14/06/2019	Students are supposed to show due respect to the Principal and teachers while in the campus. They should keep the campus neat and clean and not to disfigure the campus furniture and property. They are expected to wear uniform and on non-uniform days they are expected to be properly dressed. No student shall engage in any activity that will detrimentally affect the reputation of the college.
St. George Quality Manual(SGQM)	14/06/2019	All quality policies including the classroom code of conduct of the students is included in the SGQM. Students are familiarized with the manual at the time of induction programme itself by the class tutors and additionally through the website and the college hand book.
CODE OF CONDUCT FOR GOVERNING BODY	14/06/2019	The Governing body should meet at the beginning of the academic year and plan the activities of the year. The members should see to it that the policies of the institution are

implemented properly and suggest all relevant modification in academic matters.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Sanksriti -Indo-German Handshake	15/11/2019	15/11/2019	72
View File			

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

- A good number of old newspapers which are collected and recycled to make paper bags and later distributed at various places as part of its social responsibility.
- Awareness campaigns are conducted by the departments among the local public. Voxpopuli and experts' opinion are collected, create programs based on them and are broadcast through the sgc tv, college community channel.
- Iqac and bhoomithrasena club organized a short film competition natura on 'bhoomiyesarakshikuka, prakrithiyeparipalikuka'.
- Spreading awareness through psa(public service advertisement)students of media studies created psa on protecting environment which was telecasted through sgc community tv channel.
- Harithasparsham- distribution of vegetable plants, seeds, manure and grow bag to students and monitoring in three stages.
- As part of the green initiative, reduce the use of paper by students encouraging them to use double sides for writing assignments.
- Students were instructed not to use flexes to felicitate their fellow students on their commendable achievements. Instead, the departments has begun an Instagram page and students were encouraged to post announcements, news, appreciation, literary and artistic works etc. on that page.
- Use of printed brochures and banners are minimized. Brochures are digitally made and shared in the official whatsapp groups of students. As for banners shown on the stage, many a time it is digitally projected. Through these practices, the department reduces the use of plastics and flexes and at the same time has become a harbinger for the students and the public alike to follow by using similar means in the preservation of environment.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice 1: Paper to Pixel -The Digitalization Drive Objectives: 1.To be part of the global digitalization drive by moving in tune with Digital India Programme. 2. To ensure the best possible learning outcomes and provide students with the academic and digital qualifications 3. To offer the Students access to a modern, personal learning environment that facilitates individual learning arrangements, efficiency, interaction 4. To equip the teachers to have high levels of digital and pedagogical skills (knowledge of how to use digital tools to promote learning in their subjects 5. To enable the researchers to have the digital skills needed for the optimal utilization of ICT in their research. 6. To collect, document and store data in the most efficient manner.

Context: Six centuries after the introduction of printing press, world of learning is experiencing another significant transformational surge, the digital wave. Government of India partakes the global digitalization through the Digital India programme aiming at transforming the country into a digitally empowered society and knowledge economy. As part of the national drive and in tune with the institution's visions of offering global competencies to students, St.George's College Aruvithura embarked upon the radical digitalization move. The practice envisages to connect the unconnected and drive new efficiencies in dissemination of knowledge using innovative learning

platforms (Learner Management system). The Practice: The college has an automated web portal and mobile phone application that help to get extraordinary outcomes with integrated solution for all academic and administrative requirement of the institute. This system helps in managing all day to day college activities. Through this system the institution can send alert / information via SMS/email to parents regarding results, absence and other related information. Student/Parent module of our MIS facilitates transmission of target specific information like Circulars, Accounts Details, Day Order, Timetable, Exam Timetable, Exam Results to the stake holders. Administrative features incorporated in the MIS system of the institution include Student Admission, Student Administration, College Accounting, Fees Collection Receipt Printing, Students Attendance Management, Staff Attendance Management, , Examination Management, Exam Result Module and Daily Finance Reports through mail. The reporting feature of the MIS generates daily consolidated report with mailing option to the management and administrative authorities. Reports generated includes attendance status of students, Attendance report of staff(punch Intime, out-time, total duration), Day book (with opening balance, total debit, total credit, closing balance) of each accounts, The MIS system of the institution also includes G Suite Education(google Email sgcaruvithura.ac.in) with unlimited users and storage capacity 1 TB for each users. This version of the institution information system enable all the members of the institution to Communicate with email, chat, video conference , create tasks, create and share documents, spreadsheets, and presentations in real time basis. Moreover the network security and MIS system of the college is protected through a dedicated firewall system installed inside the institution. The College Television Channel SGC TV offers a broad platform for the dissemination of knowledge and various career oriented training programme for students. Faculty makes use of the state of the art studio floor to record classes which are edited by the students of Media studies and telecast by the channel. SGC TV taps the academic resources outside the campus too - conducts interviews and video conferencing with renowned academicians, offering the campus community a wide window to the world. All the major events and activities of the college is recorded and transmitted through the official YouTube Channel of the college. The college is quite alive on various social media platforms and utilize these platforms for disseminating information to all the stake holders and gathering their feedback. The college maintains separate WhatsApp groups for students, teachers, administrative staff, parents and alumni. The institution also makes use of its profile in Google Map as a digital tool to monitor ratings and feedback to enhance the quality of its services. The introduction of E governance has facilitated efficient, fast and accurate processing of salary, scholarships and various grants from the government. The college is rich in hardware and software facilities and has adequate number of computer systems and other peripheral devices to augment the digital competency of students. The college library offers digital facilities for book search and bar coding, digital question paper and has NList- INFLIBNET facility. Wi-fi facility is available in the campus and is protected through personalized ID and password. The college has Network security Firewall to protect itself from cyber-attacks. The college has adapted itself to accommodate the new system of automated question papers implemented by MG University. Evidence of Success: 1. The institution is able to streamline academic workflow efficiently so that students can have easy access to study materials and can check their attendance easily. 2. It has become quite easy for the faculty to monitor student performance effectively. 3. Large scale data storage and recapturing has become a boon for the faculty as well as the administrative staff. 4. The customized methodology makes it easy for the institution to face the accreditation process. 5. Teachers can record and edit their lectures at the studio floor of SGC TV Problems encountered: Shortage of formally trained faculty and

administrative staff Various training sessions were arranged for the faculty and administrative staff to turn them techno- savvy Resource Needed: A trained technical person for the exclusive monitoring of the digitalization procedures The number of classrooms with ICT devices was insufficient .Efforts are made to increase the facility through financial support from the Management. Best Practice II -Holistic Education Objectives: 1.The practice prepares the students to meet the challenges of living as well as academics.2. Aims at the development of physical capabilities, intellectual abilities, cognitive or mental abilities, and emotional abilities. 3. Aims at the development of physical capabilities of the student 4. Development of social competencies - abilities to interact and communicate with others, working in a team, coordination, and cooperation with others, etc. 5. To enable the students to build closer rapport with nature and safeguard the earth and its resources. Context: The roots of Holistic education can be traced to ancient Indian Gurukula system where the Teacher indulged in continuous and constructive monitoring of student learning and the students learned in the premises of the Thapovan, which was a prototype of a perfect eco system. St George's College Aruvithura has always adhered firmly to its vision of offering holistic education to the students. Practice: Physical Development: A host of measures are adopted to ensure a healthy life style among students. Yoga Training Sessions Yoga training sessions are offered to staff and students in the campus on a regular basis. Gymnasium The college has a state of the art gymnasium. Sports Events The institution organizes varieties of intercollegiate and intra-collegiate sports events and competitions all through the academic year. Clean Campus: Health flourishes in a healthy environment. St George's College Aruvithura has always been keen about maintaining a pollution free campus. Cleaning the peripheries of River Meenachil Students engage in cleaning the peripheries of the river. Emotional Development: Counselling Sessions -Regular counselling sessions for the needy student are offered in the campus. Orientation Programmes- Orientation programme organized at the beginning of the academic year has motivational sessions. The annual Retreat also offers an-emotional cleansing and spiritual rejuvenation for the students. Cultural Programmes -The college offers wide and varied platforms for the students to showcase their artistic and creative skills. Every academic year the institution conducts programmes like Fresher's Day, Onam Celebration, Keralappiravi, Christmas Celebration, College Day and the three day long Intrerdepartmental Arts Fest. Social Skill Development : St George's College Aruvithura is a much happening space where students are moulded into socially committed, conscientious adults equipped with 21st century social skills. Communication Skills The college has designed various programmes like English Café, a vibrant Debate club, various soft skill development programmes conducted under the aegis of ASAP, WWS, SSP. Civic Skills St George's college Aruvithura has a very vibrant NSS and NCC units inculcating the spirit of social responsibility among the youngsters. Students are actively involved in the institutional campaign against Drug Abuse, Blood Donation camp, the Flood relief campaign of the state and building a house for a needy family. Evidence of Success : 1.The most striking evidence of success is the improved academic performance of the students in the university examinations. 2. The college has become plastic free green space marked by the active participation of students in organic farming. 3. Students volunteer for socially useful productive work and many new schemes designed by the students are in the pipeline. Problems encountered : Inadequacy of financial resources was one of the problems we encountered. Resources Needed: More financial support from the Management To provide holistic education to the entire student community of about 2300 was a demanding task. Detailed and precise planning and monitoring from the first year of graduation itself is required.

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

institution website, provide the link

<https://www.sgcaruvithura.ac.in/public/IOAC.html?igac=best%20practices>

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

Fifty six years of distinctive tradition has placed St George's College Aruvithura in a Comfortable position to adapt itself to the thoroughly transforming world of higher Education. Over the last five decades the institution has been catering to the heterogeneous student community, the majority of which belong to the minority sections of the society including the tribals. The college follows a pluralist vision that traverses across the social and cultural borders to reach out to the marginalized to ensure equal opportunity of education and better livelihood for all the sections of the society. Most of our students hail from the remote villages in the Western Ghats frequently hit by natural calamities and with scant facilities for commuting to college. The college timings have been scheduled in such a way as to ensure their comfort and safety. The institution makes it a point to give disaster management training for the students. Special remedial classes are arranged for these students to make up for their absence during the heavy monsoon days. Situated in an area populated mainly by the minority section and itself a minority college, St George's College Aruvithura a fair and inclusive educational system which extends special attention to the minority category students who are educationally and socially underprivileged. Ever since its inception the college has been the sole higher educational hub for these sections especially the women. The college has enabled them to manage their studies alongside the encumbrances involved in early marriages and early motherhood. Economic backwardness that impedes the educational chances of these marginalized sections is properly addressed by the college in the form of freeships given to deserving students. At the same time the student community of the college shares the awareness of the plight of the marginalized and underrepresented which is an antidote to the self-centredness of the present day consumerist society. Students visits the near- by old age homes and offer the inmates help in cash and kind. They serve food packets on a regular basis and joined their hands to build a house for a needy family. St George's College Aruvithura is literally a green space where a clean, green and pollution free environment offers a pristine backdrop for effective learning experience. The college campus that sprawls across twenty acres is blessed with diverse flora and fauna. Every avenue is lined up with beautiful trees and we maintain a beautiful garden, meditation park and butterfly garden. Every year we plant more saplings to ensure the lush, vibrant greenery and healthy environment. The pivots of the environment policy of the college are rain water harvesting, organic farming ,solid waste management, conservation of energy and community cleanliness. The college endorses the policy of nature conservation a in the most effective way so that the entire student community adheres to the green practices strictly which shall stay with them throughout their lives.

Provide the weblink of the institution

<https://www.sgcaruvithura.ac.in/public/discover-Institutional-distinctiveness.html>

8.Future Plans of Actions for Next Academic Year

1. To offer flawless and thorough training to teachers (FDP) and students to switch over smoothly and efficiently to the online mode of teaching -learning in the wake of the covid 19 pandemic. 2. To purchase more digital devices like Digital Interactive Boards, as part of augmenting ICT devices and in compliance with the Best Practice, Paper to Pixel. 3. To install solar panels as a means of

tapping renewable energy resources. 4. To augment the infrastructure facilities, especially a state-of-the-art library complex. 5. To remedy and fix the issue of unstable power supply by installing Transformer-cum -Generator. 6. To participate in Atal Ranking of Institutions on Innovations and Achievements and to strengthen institutional innovation council activities. 7. To be certified as Recognised Social Entrepreneurship, Swachhta and Rural Engagement Cell Institution by Mahatma Gandhi National Council Of Rural Education, Ministry of Education, Govt of India. 8. To strengthen the green initiatives like Green Office Certification, associating with Social Forestry Department of Kerala State and engaging in rain water monitoring and gathering information about inundation tendencies and flash floods of River Meenachil in monsoon seasons. 9. To stay connected with and committed to the pandemic hit community by offering part of the campus as First Line Treatment Centre and by offering Pandemic kits for the needy in the locality. 10. To apply for more NSQF certified vocational courses. 11. To start skill-based courses supported by State government agencies and the State Open University to facilitate distance learning. 12. To start one more Research Centre 13. To launch New Gen courses in tune with the changing policy of the state government. 14. To groom the students to enhance their competencies to attend national level events like republic day parade, national youth parliament, state level model parliament competition etc.