



YEARLY STATUS REPORT - 2021-2022

| Part A | |
|--|---|
| Data of the Institution | |
| 1.Name of the Institution | St. George's College Aruvithura |
| • Name of the Head of the institution | Dr. Reji Vargheese Mekkaden |
| • Designation | Principal (in-charge) |
| • Does the institution function from its own campus? | Yes |
| • Phone no./Alternate phone no. | 04822272220 |
| • Mobile no | 9447572414 |
| • Registered e-mail | principalsgcaruvithura@gmail.com |
| • Alternate e-mail | iqacsgcaruvithura@gmail.com |
| • Address | St. George's College Aruvithura |
| • City/Town | Aruvithura, Kottayam |
| • State/UT | Kerala |
| • Pin Code | 686122 |
| 2.Institutional status | |
| • Affiliated /Constituent | Affiliated |
| • Type of Institution | Co-education |
| • Location | Semi-Urban |
| • Financial Status | UGC 2f and 12(B) |

| | |
|---|---|
| • Name of the Affiliating University | Mahatma Gandhi University Kottayam |
| • Name of the IQAC Coordinator | Dr. Jilu Ani John |
| • Phone No. | 04822272220 |
| • Alternate phone No. | 8281382034 |
| • Mobile | 8078064220 |
| • IQAC e-mail address | iqacsgcaruvithura@gmail.com |
| • Alternate Email address | jilurechu@gmail.com |
| 3.Website address (Web link of the AQAR (Previous Academic Year) | https://sgcaruvithura.ac.in/naac?naac=AQAR |
| 4.Whether Academic Calendar prepared during the year? | Yes |
| • if yes, whether it is uploaded in the Institutional website Web link: | https://sgcaruvithura.ac.in/academic-calender-main |

5.Accreditation Details

| Cycle | Grade | CGPA | Year of Accreditation | Validity from | Validity to |
|----------------|------------------|-------------|-----------------------|-------------------|-------------------|
| Cycle 3 | A | 3.10 | 2016 | 17/03/2016 | 16/03/2021 |
| Cycle 2 | A | 86.5 | 2007 | 10/02/2007 | 09/02/2012 |
| Cycle 1 | Four Star | Nil | 2000 | 07/02/2000 | 06/02/2005 |

6.Date of Establishment of IQAC**10/05/2004****7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,**

| Institutional/Department /Faculty | Scheme | Funding Agency | Year of award with duration | Amount |
|-----------------------------------|----------------|---|-----------------------------|------------|
| Institutional 1 | IEDC | Kerala Start up Mission | 2022 (1 year) | 200000.00 |
| Institutional 1 | Research | Koll Science Foundation | 2022 (1 year) | 100000.00 |
| Institutional 1 | Bhoomithrasena | Directorate of Environment and Climate Change | 2022 (1 year) | 10000.00 |
| Institutional 1 | RUSA | MHRD | 2019 (5 years) | 8652958.00 |

| | | | |
|--|---------------------------|--|--|
| 8. Whether composition of IQAC as per latest NAAC guidelines | Yes | | |
| <ul style="list-style-type: none"> Upload latest notification of formation of IQAC | View File | | |
| 9. No. of IQAC meetings held during the year | 6 | | |
| <ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? | Yes | | |
| <ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report | No File Uploaded | | |
| 10. Whether IQAC received funding from any of the funding agency to support its activities during the year? | No | | |
| <ul style="list-style-type: none"> If yes, mention the amount | | | |

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| 11. Significant contributions made by IQAC during the current year (maximum five bullets) |
| 1. IQAC took up the initiative to ensure the preparedness for NEP by starting Certificate courses of Multi-disciplinary nature and a host of Skill Development programmes like making of LED bulbs, paper bags |

and paper pens, training in tailoring, handicraft making and baking. 2. IQAC has put forward suggestions for the inculcation of the spirit of innovation and entrepreneurship among the students. The institution participated in the Atal Ranking and was recognized as Performer Institution. The IIC of the college was able to implement the Impact Lecture series and participated in Smart India Hackathon. 3. IQAC has pointed out the need for a new spacious a Science Block and the New Science Block with well-equipped laboratories under the RUSA scheme was opened. 4. In order to enhance the Academic flexibility of the curriculum IQAC initiated the starting of new Certificate courses. UGC Approved NSQF Certificate courses in Certified GST Practitioner and Certified Secondary Market Analyst were started running in the college under the Skill India Scheme. 5. As part of the Climate Resilience Extension activities of the institution, IQAC launched the project Jalachetana funded by Koll Science Foundation and guided by Dr Roxy Mathew, Scientist, Indian Institute of Tropical Meteorology, Pune. 6. The college secured the ISO 21001-2018 which is awarded for educational institutions and management system for meeting learner and other stakeholder needs and expectations . The certificate was awarded for providing educational services with all basic infrastructures, advanced amenities, green protocol and promoting sports and extra-curricular activities. The certification was awarded on 24 May 2022 after the necessary audits and assessment.

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

| Plan of Action | Achievements/Outcomes |
|---|--|
| Making the preparatory grounds for adopting NEP | Started Certificate courses of Multi-Disciplinary nature, various Skill Acquisition programmes, promotes Yoga and Meditation practices in the campus. |
| Enhancing Faculty Enrichment Programmes | IQAC organised Diksha the orientation programme for the newly appointed teachers, Webinars on IPR, Hands on training for MOODLE, FDP on ICT and Internet of Things under STRIDE. Academic Retreat was conducted in June 2022 |
| Improving Student Support | Open Gym, PSC Talks, Soft Skill |

| | |
|---|---|
| Programmes | training programme , Recognized Oral coaching centre for CAT |
| Conduct Extension Programmes focusing on Inclusivity | Samanvay- A programme for migrant labourers to acclimatize them with our social milieu |
| Redesign employability schemes to ensure maximum placement | Job Fair was conducted .Different Soft Skill training programmes and Career support programmes were conducted. A Webinar on Innovation and Entrepreneurship as Career Opportunity was arranged. |
| Complement the Best Practice, Paper to Pixel the digitalization drive | Revamped the Moodle Platform, as part of pixelization, RFID enabled ID cards, Barcoding of Library books and Networking of the campus were completed. QR code- based labelling for the trees in the campus, Jalachetana portal for weather monitoring and More ICT enabled classrooms were installed. |
| Training programme for Non-Teaching | Revamp 2022, One day orientation programme Orientation programme for the Non-Teaching staff was conducted |
| Utilization of RUSA fund | New Science Block was completed. |
| Conduct External Academic and Administrative Audit | External Academic and Administrative Audit was conducted in 22-23 March 2022 Dr Bijimol Thomas IQAC Coordinator Newman College Thodupuzha |
| Strengthening Green Initiatives | Undertook the project Jalachetana, Installed Solar Panels and Sensor Lights in the campus, Established Pachthuruthu in association with Kerala Forest Department. Coolege secured the Haritha Office Certification . |

| | |
|--|--|
| Student Satisfaction Survey and Feedback on Curriculum | Student Satisfaction Survey was conducted and feedback on curriculum was collected in February 2022 |
| Promoting Innovation Ecosystem in the campus | National Innovation start up policy was formulated and implemented, Recognized as performer institution in ARIIA Ranking, 12 teachers as Innovation Ambassador. IEDC room established, Participated in Smart India Hackathon, signed Mou with ICT Academy of TamilNadu and a host of other institutions. SGC IPR Information and Facilitation Centre was established |
| Infrastructure Development | Renovation of the old block, Installation of Solar Panel of capacity 40 KWp, completed the construction of Science Block. Started the construction of canteen |
| Gender Sensitization activities | Conducted Hair Donation Programmes, Certificate Course in Menstrual Hygiene, Motivational Programme Uyare, Programmes on the Prevention of atrocities against women and Ant-Dowry rally |
| Apply for ISO Certification | The institution applied for ISO-21001-2018 in April 2022 |

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

- Name of the statutory body

| Name | Date of meeting(s) |
|-----------------|--------------------|
| College Council | 01/11/2022 |

14. Whether institutional data submitted to AISHE

| Year | Date of Submission |
|------|--------------------|
| 2022 | 19/01/2023 |

15. Multidisciplinary / interdisciplinary

In tune with its vision to be transformed into a multidisciplinary and holistic educational hub by 2040, the institution has adopted a host of measures. Despite the drawback of having no autonomy, the institution seeks holistic and multidisciplinary methodologies in its academic endeavours. The college follows CBCS system that facilitates interdisciplinary learning. All students have to do one Open course which is multidisciplinary by nature. A host of certificate courses are offered by the institution most of which are of multidisciplinary nature. The Integrated M A programme in English offers many courses cutting across various disciplines including Philosophy, Film Studies etc. NEP envisages that all HEIs shall include credit-based courses and projects in the areas of community engagement and service, environmental education that includes areas such as climate change, pollution conservation of bio-diversity etc. The college has undertaken a project Jalachetana funded by Roxy Koll Science Foundation as part of which the college has prepared a draft syllabus for offering multidisciplinary course in environment and climate change studies through moodle platform for the students and public by incorporating inputs from all the knowledge domains offered by the departments in the college. The research by the faculty as well focusses on multi-disciplinary areas.

16. Academic bank of credits (ABC):

Being an affiliated college enjoying no autonomy of any kind, the institution is not in a position to implement the Academic Bank of Credit system envisaged by NEP 2020. However we have already taken some steps in this direction. We have already started a new programme, Integrated MA in Languages English which offers multiple entry and exit for the students, Besides this, to give impetus to blended learning mode we encourage students to earn credits from Swayam NPTEL courses and various certificate courses offered by other HEIs and NSQF

17. Skill development:

The institution makes concerted efforts to integrate contemporary subjects such as Design Thinking, Holistic Health, Organic Living, Environmental Education into the curricular and co-curricular activities. All departments

offer training to nurture dynamic learning and develop problem solving and analytical skills. The institution has a well established Incubation centre that offers a host of skill training including the making of LED bulbs, coding, making of paper bags and paper pens, sanitizers during the Covid times. In tune with the NEP guidelines the college has already started the BVoc Food Technology course which facilitates skill acquisition and internships. The college runs two NSQF Certificate courses, Certified GST Practitioner and Certified Secondary Market Analyst under Skill India Scheme with the partnership of BFSI Sector Skill Council of India. The Women Cell of the college organizes initiatives such as training in Tailoring, baking and handicraft making.

18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

In par with NEP SGC promotes yoga and meditation by offering yoga and meditation facility in its green lush campus on the banks of River Meenachil. There is a meditation park in the campus. The campus community is keen about preserving the cultural heritage and celebrates all the cultural festivals vibrantly. A number of courses that students do as part of their degree programmes reflect the Indian ethos. The scope of the Course on Political Thought: Indian Traditions includes topics like Brahmanic and Shramanic traditions, and the thoughts of Mahabharata, Manu Kautilya, Buddha and Islamic and Syncretic traditions. There are courses on Indian Aesthetics and Indian Literature as part of the BA English Degree programme. Translated literary texts from Sanskrit are incorporated into the syllabus of the additional language Malayalam. Above all the campus is a replica of the ancient gurukula premises amidst the rich flora and fauna.

19. Focus on Outcome based education (OBE): Focus on Outcome based education (OBE):

IQAC has entrusted a committee to evaluate Outcome Based Education (OBE) in the college. The committee is headed by a senior faculty and it devised a mechanism to operate OBE. The Departmental Advisory Committee of each department has prepared Programme Outcomes (POs) and Programme Specific Outcomes (PSOs) on the basis of learning objectives mentioned in the university syllabus. DAC also outlines the Course Outcomes (COs) in consultation with the concerned teachers who deal with a particular course. IQAC assesses the compliance of departments with the parameters of OBE. At the beginning of the academic year teachers are given training in mapping the Course Outcomes. The Academic Management System of the college LINWAYS enables the smooth implementation of OBE. The exam assessment and the monitoring of the attainment of the Course

Outcome are done in the LINWAYS framework.

20.Distance education/online education:

In conformity with the guidelines of NEP we have started expanding the existing ICT technologies for facilitating online education. Students are encouraged to do MOOC courses like SWAYAM NPTEL . The institution was recognized as SWAYAM Local Chapter. The departments are instructed to maintain digital repositories of their subjects and the college library has a very efficient digital repository D-Space. The faculty are encouraged to create E-content and the college studio was revamped to suit this purpose. The institution has submitted a proposal to Sree Narayana Open University of the State of Kerala to be recognized as its local Study Centre. IQAC organizes FDPs on Essential Software Skills for the faculty. The faculty has the practice of conducting and assessing the students on the online mode. Moodle and Google Classroom are the two commonly used platforms by the faculty. Above all the blended learning has become the norm of the classrooms of the institution.

Extended Profile

1.Programme

| | |
|--|-----|
| 1.1 | 670 |
| Number of courses offered by the institution across all programs during the year | |

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

2.Student

| | |
|------------------------------------|------|
| 2.1 | 2167 |
| Number of students during the year | |

| File Description | Documents |
|---|---------------------------|
| Institutional Data in Prescribed Format | View File |

| | |
|--|-----|
| 2.2 | 450 |
| Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year | |

| File Description | Documents |
|---|---------------------------|
| Data Template | View File |
| 2.3 | 691 |
| Number of outgoing/ final year students during the year | |
| File Description | Documents |
| Data Template | View File |
| 3.Academic | |
| 3.1 | 102 |
| Number of full time teachers during the year | |
| File Description | Documents |
| Data Template | View File |
| 3.2 | 102 |
| Number of sanctioned posts during the year | |
| File Description | Documents |
| Data Template | View File |
| 4.Institution | |
| 4.1 | 86 |
| Total number of Classrooms and Seminar halls | |
| 4.2 | 705.43902 |
| Total expenditure excluding salary during the year (INR in lakhs) | |
| 4.3 | 395 |
| Total number of computers on campus for academic purposes | |

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

St. George's college, though closely follows the syllabus specified by the university, also innovates within the established academic framework in its pursuit of the holistic development of its students. The efficacy of the academic processes is ensured through the Annual Academic Plan, the Plan of action and the Academic Retreat meticulously prepared and held well in advance under the guidance of HOD annually. The Academic Audit conducted systematically at the end of the year warrants the efficiency of the curriculum delivery. Induction programmes, bridge and certificate courses are organized regularly for complementing course outcomes. Extension activities with a focus on students are arranged. Teachers periodically participate in various faculty development programmes and adopt updated strategies. Learning Management Systems and platforms like Moodle, Linways, Google Classrooms, Kahoot Quiz, are effectively incorporated in curriculum delivery mechanism. For improving academic performance of the students, internal exams are conducted and each student is evaluated through regular PTA meetings. Revision classes are organised which practice brainstorming sessions. Quizzes, projects, internships, webinars, etc are organized with an emphasis on boosting the productivity of students. Remedial teaching and mentoring are given on need basis. Feedback regarding the curriculum from the stakeholders are sought on a regular basis.

| File Description | Documents |
|-------------------------------------|---|
| Upload relevant supporting document | View File |
| Link for Additional information | https://www.sgcaruvithura.ac.in/academic-calender-main |

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

St. George's college Aruvithura, building on the framework of the calendar provided by MG university, prepares its own calendar of events and activities to serve the curricular and co-curricular needs of each student and to ensure the systematic planning and execution of learning activities and comprehensive evaluation. The calendar thus prepared is made available to the staff and students at the onset. The Academic calendar prepared by the college delineates the schedules of holidays, various curricular and co-

curricular activities, internal exam schedules etc. Academic Council meetings and departmental and college-level meetings are held well in advance to discuss and decide the conduct of CIE. The copies of the Handbook prepared by IQAC, which includes the schedule for internal exams, class tests, and their assessment criteria, are circulated among the staff and students at the beginning of each academic year. The teachers adopt different assessment mechanisms and provide extra-academic support to the students on a need basis. The college facilitates platforms for presentations, seminars, peer teaching, Project work, field work etc to ensure participatory learning. The annual Academic Retreat and Academic Audit ensure the successful transaction of curriculum and the conduct of innovative and effective academic experiences for the students.

| File Description | Documents |
|-------------------------------------|---|
| Upload relevant supporting document | View File |
| Link for Additional information | https://www.sqcaruvithura.ac.in/academic-calender-main |

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.
Academic council/BoS of Affiliating University
Setting of question papers for UG/PG programs
Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
Assessment /evaluation process of the affiliating University

| File Description | Documents |
|--|---------------------------|
| Details of participation of teachers in various bodies/activities provided as a response to the metric | View File |
| Any additional information | View File |

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

25

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Minutes of relevant Academic Council/ BOS meetings | View File |
| Institutional data in prescribed format (Data Template) | View File |

1.2.2 - Number of Add on /Certificate programs offered during the year**1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)**

18

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

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

1020

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

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

St. George's College, Aruvithura incorporates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment,

and Sustainability in its curriculum. The institution conducts seminars, workshops, and competitions to inculcate these values which contributes to sustainable development of the students.

Professional Ethics

- Placement Cell organizes various placement activities like placement training, soft skill training, etc. on a regular basis for the students as per the requirements of the industry.
- Training programs to develop civic sense.

Gender

- Gender awareness programmes and self-defense classes for girls to ensure the safety and security of weaker sections.
- Celebrates women's day and conducts women empowerment seminars
- Sessions on meditation and behavior therapy, personal hygiene.

Human Values

- Blood Donation and hair donation camps for cancer patients .
- Workshops on the Indian constitution, social issues, public health, gender issues, hygiene and health, food safety,
- Awareness programs on drug abuse, anti-dowry, psychoanalyzing feminism.
- Celebrates and organizes national and international commemorative days, events, and festivals
- Seminars and competitions as part of the celebrations to enliven patriotic and moral values.

Environment and Sustainability

- Seminars, guest lectures, to encourage ecological awareness
- Environment day is celebrated with various competitions .
- Paper bag-making training, trash-to-art, and bottle art competitions are conducted regularly

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

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

4

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

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

551

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students

Teachers Employers Alumni

| File Description | Documents |
|---|---|
| URL for stakeholder feedback report | https://www.sgcaruvithura.ac.in/AOAR/2021_22/criteria_1/1_4_1.pdf |
| Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management | View File |
| Any additional information | View File |

1.4.2 - Feedback process of the Institution may be classified as follows

| File Description | Documents |
|-----------------------------------|---|
| Upload any additional information | View File |
| URL for feedback report | https://www.sgcaruvithura.ac.in/AOAR/2021_22/criteria_1/1_4_1_a.pdf |

TEACHING-LEARNING AND EVALUATION**2.1 - Student Enrollment and Profile****2.1.1 - Enrolment Number Number of students admitted during the year****2.1.1.1 - Number of students admitted during the year**

714

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

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)**2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

67

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

2.2 - Catering to Student Diversity

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

Assessment of learning levels and catering to diversity

St. George's College Aruvithura assesses the learning levels of students and organizes special programmes for different categories of learners. Right at the time of admission, each department collects marks of the qualifying exams and makes a preliminary assessment of the students. After the admission process complete, the class teachers conduct the induction analysis of learners with the help of a set of questions to assess the various aspects of the learners. Each department makes subject specific assessment tools. Then an interview is conducted for the qualitative assessment of learners. The marks of the qualifying exam, induction test and interview are calculated to assign the learners to different categories like slow, average and advanced learners. The departments organizes various programmes to cater to the developmental needs of each category of learners. Improvement from the present level is the key focus of these programmes. Advanced learners are given various opportunities to prove their mettle in teaching, research, coordination of learning activities and are exposed to world class learning techniques. The average learners are encouraged to become advanced learners. The slow learners are provided with special care through motivating sessions remedial classes and simplified notes.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://www.sgcaruvithura.ac.in/AQAR/2021_22/criteria_2/2_2_1_i.pdf |
| Upload any additional information | View File |

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

| | |
|--------------------|--------------------|
| Number of Students | Number of Teachers |
| 2091 | 102 |

| File Description | Documents |
|----------------------------|---------------------------|
| Any additional information | View File |

2.3 - Teaching- Learning Process

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

Student centric methods such as experiential learning, participative learning and problem-solving methodologies used for enhancing learning experience.

St. George's College Aruvithura focuses on the all-round development of learners through student centered, participative and experimental learning techniques. In general there is a shift from the traditional mode of lecture to the learner centered approach. Each department develops subject specific methods to involve learners in the teaching learning process. The learners are made active participants in the learning process through methods like peer teaching, aptitude test training, quizzes, workshops, practical learning sessions, field visits, lab activities, seminars, assignments, group discussions and skill development programmes. In tune with the technological boom in the educational sector following Covid-19, the departments deploy ICT tools and resources to get maximum learner involvement in the learning process. The learners complement and supplement the teaching learning process with their technological prowess. All categories of learners are encouraged to make their own contribution and hence the class becomes a learning hub.

| File Description | Documents |
|-----------------------------------|---|
| Upload any additional information | View File |
| Link for additional information | https://sgcaruvithura.ac.in/experiential-Learning |

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

Teachers use ICT enabled tools for effective teaching learning

process.

ICT has become an inevitable and effective component of teaching and St. George's College, Aruvithura taps the educational prospects involved in the increased interest of the learners in technology. The teachers of the various departments make use of ICT tools like desktops, laptops, tablets, pen drives, scanners, microphones, videos, mobile phones, smart TVs and projectors, Google Classrooms and Google forms. Besides that, the teachers rely on e-resources like e-journals, e-books, online databases, .pdf documents and web pages. Google classrooms, Google forms and Google meets have become normal part of teaching learning process. The teachers ask the students submit their assignments in the online mode. Teachers prepare power points to enhance the learning experience and encourage the learners to prepare power points based on the topics discussed in the class. Teachers attend various NPTEL courses to gain inputs in specific topics. Students are encouraged to attend MOOC courses and access digital libraries and learning platforms.

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

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

2.3.3.1 - Number of mentors

102

| File Description | Documents |
|--|---------------------------|
| Upload, number of students enrolled and full time teachers on roll | View File |
| Circulars pertaining to assigning mentors to mentees | View File |
| Mentor/mentee ratio | View File |

2.4 - Teacher Profile and Quality

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

102

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

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

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

29

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

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

2.4.3.1 - Total experience of full-time teachers

102

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

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Mechanism of internal assessment is transparent and robust in terms of frequency and mode:

St. George's College Aruvithura has adopted evaluative tools and assessment methods for continuous and comprehensive evaluation of learners. The College adheres to the norms for evaluation prescribed by the Mahatma Gandhi University, Kottayam to which it is affiliated. Each department adopts programme specific procedures for evaluation and assessment. Teachers use various techniques to assess the learners' progress like question answer sessions, assignments, quizzes, student seminars, projects and presentations. Written internal exams and model exams ensure transparent and feedback-oriented assessment possible. The learners are informed well in advance about the modes of assessment so that maximum output is made possible. Internal evaluation components include attendance, assignment and two internal exams. The result of the internal evaluation is communicated to the learners and grievances are taken seriously. Students are given chance to improve their performance. Teachers employ informal methods like observation and personal talk to analyse and enhance the learner performance. The learners are encouraged to make use of the internal evaluation as an opportunity to make self assessment and work for better results.

| File Description | Documents |
|---------------------------------|---|
| Any additional information | View File |
| Link for additional information | https://www.sgcaruvithura.ac.in/examinations.html?id=3 |

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

Mechanism to deal with internal examination related grievances in transparent, time bound and efficient manner.

At St. George's College, internal evaluation is seen as a major component of the teaching learning process and the grievances related to the internal examination are dealt with in a transparent and impartial manner. The learners are informed well in advance about the modes of assessment and criteria of evaluation to rule out the chances of any kind of obscurity regarding internal examination. Objective criteria are laid out for assessment. The internal marks

are published in the department and ample time is given to the learners to raise their concerns. In the case of any grievance related to internal assessment, the learners are free to approach the respective teachers for redressal. The teacher evaluates the case and immediate action is taken. Those who were not able to attend internal exams due to genuine reasons are given another chance. The learners can approach the Head of the Department and then the Principal, if their concerns remain. A record is kept regarding the internal exam related grievances.

| File Description | Documents |
|---------------------------------|---|
| Any additional information | View File |
| Link for additional information | https://www.sgcaruvithura.ac.in/Student-support.html?sid=Grievance%20Redressal%20Cell |

2.6 - Student Performance and Learning Outcomes

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

The Course outcomes and programme outcomes determine the general plan of action in the teaching learning process. The website of the college displays POs and COs for all programme. Besides, a hard copy of the syllabus is kept in the department for reference.

Methods adopted

- The course results as well as the specific programme outcomes will be highlighted to the students and their parents at the orientation programme for first-year undergraduate and post-graduate students.
- The training and placement cell will provide students with information on career opportunities based on programme specific results, allowing them to gain a better understanding of their courses and their relevance.
- For each course offered, a unique set of learning outcomes have been defined. The faculty will clarify the learning goals and expected outcomes of each course at the beginning of the semester and before each topic of the curriculum.
- To strengthen the attainment of the outcomes, the college has arranged resource persons from the industry to interact with learners.

- Alumni are invited to interact with students and teachers in order to share industry expectations. Such contacts with industry professionals and alumni provide practical insight into the subject and make it relevant to the current need.

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for Additional information | https://www.sgcaruvithura.ac.in/learning-outcomes.html |
| Upload COs for all Programmes (exemplars from Glossary) | View File |

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

Attainment of programme outcomes and course outcomes are evaluated by the institution.

Programme Outcomes and Course outcomes gives a clear idea of the objectives of prescribing a particular programme and courses within that programme. It gives a clear idea of the outcomes expected of the programme and the many courses within the programme. The Course Outcomes and Programme Outcomes determine the general plan of action in the teaching learning process. The Principal entrusts the Heads of the Departments with the responsibility of assigning different courses respective teachers. The teachers go through the detailed syllabus and internalize the POs, PSOs and Cos. They familiarize themselves with different modules in each course and devise learning activities accordingly. At the beginning of the course, the teachers give a detailed description of the ideas and issues raised in the modules. Discussions, data collection, brainstorming sessions, seminars, role plays, quizzes, question answer sessions, exams, presentations, collection, field visit, drilling and recitation are the different methods used by the teachers to assess the attainment of course outcome. The students are encouraged to come up their ideas and opinions regarding the topics and the teacher tries to build up the existing knowledge of the learners.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for Additional information | https://www.sgcaruvithura.ac.in/learning-outcomes.html |

2.6.3 - Pass percentage of Students during the year

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

647

| File Description | Documents |
|--|---|
| Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template) | View File |
| Upload any additional information | View File |
| Paste link for the annual report | https://www.sgcaruvithura.ac.in/discover-Annual-report.html |

2.7 - Student Satisfaction Survey

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

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

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

21.4

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

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

3.1.2.1 - Number of teachers recognized as research guides

4

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

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

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

2

| File Description | Documents |
|---|---|
| List of research projects and funding details (Data Template) | View File |
| Any additional information | View File |
| Supporting document from Funding Agency | View File |
| Paste link to funding agency website | https://www.sgcaruvithura.ac.in/research |

3.2 - Innovation Ecosystem

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

Our college community has witnessed humongous number of innovative profusion in the academic year 2021-22. We were enlisted in the

'Atal Ranking' and again under the process of achieving that .Our institution was honoured with the recognition of the Ministry of Commerce and Industry Department for the active participation in the NIPAM under the banner "Azadi Ka Amrit Mahotsav". The IIC has conducted an Impact Lecture Series sponsored by MoU's Innovation Cell. We have extended our Innovation promotion mission by conducting a session at LF HS Chemmalamattom. As the initiative of social and ecological commitment, we have manufactured and distributed LED bulbs among the surrounding communities. We have signed an MoU with the ICT Academy of Tamilnadu. Some of our teachers have undergone Innovation Ambassador training 'foundation Level' and 'advanced level'. Many of our students have completed the Voice of Customer (VoC) training and some got certificate of recognition for submitting an idea in YIP. We have conducted Internal Hackathon competition and a talk on 'technopreneurship', a workshop on Bash Shell scripting, an All Kerala online coding competition and an Innovation and Entrepreneurship Development Programme. The contest 'Trash to Day' was conducted for promoting awareness about protecting nature. Department of Commerce has organized a mega exhibition with the theme 'Innovative Ideas of Change'

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | https://www.sgcaruvithura.ac.in/innovation-ecosystem?cid=1 |

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

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

22

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

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

| File Description | Documents |
|--|--|
| URL to the research page on HEI website | https://www.sgcaruvithura.ac.in/Research.htm 1 |
| List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template) | View File |
| Any additional information | View File |

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

8

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| List of research papers by title, author, department, name and year of publication (Data Template) | View File |

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

11

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| List books and chapters edited volumes/ books published (Data Template) | View File |

3.4 - Extension Activities

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

The college gives special importance to the complete development of the students. Such development will be comprehensive only when they are aware of, and sensitive towards the poor and the needy around them. At the same time, such action could at least be a little useful for the downtrodden. Various departments and cells of the college organize programs with these objects in the mind. Hence there are charitable activities conducted by the Department of Food Science and the Georgean Charitable Trust. The department of Physics conducted Faculty Development Programme, Workshop on Experimental Physics, Science quiz for Plus two students etc. Various faculty from the department actively participated in the programmes of the neighbourhood institutes. The department of Media studies created campaign Videos on calamities, ocean protection and child labour and broadcasted them through SGC TV and streamed via platforms like YouTube and Facebook keeping in mind the people outside the campus. Commerce department organized mega exhibition, environmental awareness programmes, and cleaning programmes for the neighbourhood community. Special coaching was organized for the students of rural schools near the college. There were also programmes like Election literacy, self-defence classes for women, anti-dowry rally, hair donation, and a class on menstrual hygiene.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://www.sgcaruvithura.ac.in/campus_life.html?cid=1 |
| Upload any additional information | View File |

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

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

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| Number of awards for extension activities in last 5 year (Data Template) | View File |
| e-copy of the award letters | View File |

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

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

21

| File Description | Documents |
|--|---------------------------|
| Reports of the event organized | View File |
| Any additional information | View File |
| Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template) | View File |

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

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

1091

| File Description | Documents |
|--|---------------------------|
| Report of the event | View File |
| Any additional information | View File |
| Number of students participating in extension activities with Govt. or NGO etc (Data Template) | View File |

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

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

126

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

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

10

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college established in 1965, situated at 24.1 acres of land .The Institution has adequate infrastructure and physical facilities for teaching-learning as per the University norms. Taking into consideration of present needs and future perspective, the campus infrastructure is continuously increasing and updated. The institution has a well maintained infrastructure conducive

toteaching, learning and comprehensive development of students.

Classrooms Facilities

- The Teaching Block has well-appointed and spacious classrooms, tutorial rooms, department rooms. The classrooms are equipped with projectors/Smart TV so that ICT can be used for strengthening academic discourse.

Laboratories Facilities

- Separate laboratories for UG and PG students.
- 19 science lab including 1 research lab
- 1 language lab with 30 computers
- 6 Well equipped computer lab for use by students.

Other Facilities

- Fully CCTV Enabled Campus.
- Filters and Coolers in Each Floor.
- Ramps and sanitary facilities for the benefit of PWDs.
- Media centre with audio-video recording studio.
- Lift, co-operative store, indoor and outdoor health and fitness centre (gymnasium).
- Football & Cricket Field.
- One indoor and one outdoor multi-purpose Auditorium.
- 315 KV Transformer and 125KV Generator.
- 33.5 KW Solar Power Plant.
- New Canteen Block (752 SQM) under construction (70% work completed).
- New Library Block (2354.08 SQM) under construction (80% work completed).

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | https://www.sgcaruvithura.ac.in/physical_infrastructure.php?pi_id=3 |

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

The diversity of the students and the interdisciplinary nature of the campus make SGC as a hub for a plethora of cultural and sports

activities. The Institution has developed adequate and sufficient facilities for cultural activities, sports, games, gymnasium and yoga. The college organises inter collegiate competition for volley ball, badminton and other games. The Physical education department of SGC promote the progress of students in sports and games.

Sports Facilities

- Multipurpose indoor Stadium for Basketball, Volleyball and badminton courts.
- Indoor and outdoor fitness centre for students and staff.
- Yoga centre.
- Space for indoor games like Chess and Caroms.
- Spacious playground for Football and Cricket.

Cultural Activities

SGC offers a wide range of opportunities for students to engage in cultural activities. SGC has its own set of student clubs dealing with diverse cultural activities. SGC provides a platform to the students to develop inner potentialities participating in various events including drama, skit, mime, dance, singing and a sense of social service.

Facilities for Cultural Activities

- A Spacious and amphitheatre air conditioned Audio-visual centre
- Multipurpose indoor stadium.
- Main Auditorium with a large stage and green room.
- Multipurpose seminar hall for organising various events.
- SGC Channel and campus community telecasting centre

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | https://www.sgcaruvithura.ac.in/clubs-and-cells?cid=Student%20Council |

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

60

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for additional information | https://www.sgcaruvithura.ac.in/ict?id=1 |
| Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template) | View File |

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

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

434.53307

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | No File Uploaded |
| Upload audited utilization statements | View File |
| Upload Details of budget allocation, excluding salary during the year (Data Template) | View File |

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The library has 33070 available books along with vast collection of journals, CDs and newspapers and journals. The library is automated with leading LMS , Koha-full-featured open source ILS.

Name of the LMS software. Koha version 21.05

The library provides

- OPAC can be accessed at SGC Koha OPAC with following features
 - 24/7 Access
 - Check availability of Library Book
 - Reservation of books that already issued

- Check return date and self-renewing facility

<http://opac.sgcaruvithura.ac.in.9000/>

1. Digital Repositories <http://lms.sgcaruvithura.ac.in.8500/>

Digital repositories includes e-books, e- journal and previous year question papers.

1. An automatic gate register facility.

It maintains the data electronically with the help of an RFID tag. The college identity card of each student consists of an RFID chip with a unique serial number.

Library Services

- Ten computers with internet facility
- Reprographic facility
- Digital Repository
- Access to INFLIBNET , N-LIST and DELNET resources.
- Open Access System
- Reference Survey
- Display of new arrivals
- Attendance, issue /return and renewal is computerized.
- Wi-Fi facility

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for Additional Information | http://opac.sgcaruvithura.ac.in:9000/ |

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources **A. Any 4 or more of the above**

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

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

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

1.36572

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| Audited statements of accounts | View File |
| Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template) | View File |

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

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

261

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Details of library usage by teachers and students | View File |

4.3 - IT Infrastructure

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

St. George's College, Aruvithura has following IT upgradation during the year 2021-2022.

- Introduction of ICT facilities to all classrooms, departments and labs. (Projector, Smart TV, Wired Networks)

- New separate block for library. (Near to completion)
- Renovation of RFID facility in library.
- New PG block with ICT facilities.
- IT equipped new IQAC room.
- G-suit (standard) for delivering online content.
- Purchased 3 desktops with higher storage and memory capacity.
- Updated computer labs.

The existing facilities include:

- 390 Computers and 4 Laptops
- 10 ICT enabled seminar Halls
- Fully wired (LAN) campus
- Printers and scanners in each Department
- 6 Computer labs
- Computers with browsing facility in the library
- Language lab
- SGC broadcasting center
- Academic Management System - Linways
- Learning Management System - Moodle
- Office Management System
- Content Management System related to college website
- WIFI enabled campus
- CCTV camera surveillance
- Inlibnet facility
- Audio visual Room
- Reprographic facility in library
- Social media support through YouTube, Instagram and Facebook
- Dynamic College Website

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | https://www.sgcaruvithura.ac.in/ict?id=1 |

4.3.2 - Number of Computers

395

| File Description | Documents |
|-----------------------------------|---------------------------|
| Upload any additional information | View File |
| List of Computers | View File |

4.3.3 - Bandwidth of internet connection in the Institution **A. ? 50MBPS**

| File Description | Documents |
|--|---------------------------|
| Upload any additional Information | View File |
| Details of available bandwidth of internet connection in the Institution | View File |

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | View File |
| Audited statements of accounts | View File |
| Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates) | View File |

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Policies and procedures

1. Various Committees prepares annual budget for maintenance of infrastructure development of the college.
2. Regular meeting to assess the infrastructure requirements.
3. Every department maintains stock register and an annual

stock verification is carried out.

Academic and Physical Facilities

1. Construction, repairs and maintenance works carried out and monitored by Bursar
1. The Heads of the Departments report about maintenance and repairs of the assigned areas to the authorities.
2. Servicing of LCD projector and Filters done annually
1. Library Advisory Committee is assigned for maintenance and monitoring of library activities
2. Internal stock verification is carried out at the end of academic year.
1. A Technical Assistant has been appointed for the regular maintenance of computer.
2. Maintenance of equipment ensured through AMC.
3. In every year soft ware of antivirus is installed/updated.
1. The indoor and outdoor sports facilities are maintained under the supervision of Head of the Physical Education Department.
2. Periodical upgrading of sports and games items and facilities.
1. Waste management systems are in place in the campus.
2. waste disposal Incinerators, Bio Compost.
1. Rainwater harvesting tank with 1lakh litter capacity.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | https://www.sgcaruvithura.ac.in/policy-documents |

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

Government during the year

739

| File Description | Documents |
|--|---------------------------|
| Upload self attested letter with the list of students sanctioned scholarship | View File |
| Upload any additional information | View File |
| Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template) | View File |

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year**5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year**

853

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

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

A. All of the above

| File Description | Documents |
|---|---|
| Link to Institutional website | https://www.sgcaruvithura.ac.in/student-support?sid=Capacity%20building%20&%20skill%20enhancement |
| Any additional information | View File |
| Details of capability building and skills enhancement initiatives (Data Template) | View File |

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

1022

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

1022

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template) | View File |

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

| File Description | Documents |
|--|---------------------------|
| Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee | View File |
| Upload any additional information | View File |
| Details of student grievances including sexual harassment and ragging cases | View File |

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

91

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

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

121

| File Description | Documents |
|--|---------------------------|
| Upload supporting data for student/alumni | View File |
| Any additional information | View File |
| Details of student progression to higher education | View File |

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

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

31

| File Description | Documents |
|--|---------------------------|
| Upload supporting data for the same | View File |
| Any additional information | View File |
| Number of students qualifying in state/ national/ international level examinations during the year (Data Template) | View File |

5.3 - Student Participation and Activities

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

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

19

| File Description | Documents |
|--|---------------------------|
| e-copies of award letters and certificates | View File |
| Any additional information | View File |
| Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template) | View File |

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

Student's representation in administrative, co - curricular and extra- curricular activities is ensured in the institution. Student union is the major representative body of students. All the office

bearers are elected from among the elected class representatives of each class following a parliamentary system. The student's union encourage and ensure student participation in extracurricular activities like Youth festival, inter-collegiate sports meets etc. Together with this we have various active cells and associations in the College which provide ample opportunities for the all round development of students. We have Departmental associations which have a vital role in providing exposure to students to the recent developments in the respective subjects by conducting seminars, workshops and interactive sessions. We provide platforms like IQAC , anti-ragging committee, grievance redressal cell, internal complaint cell, NSS, NCC, sports club, oratory club, quiz club, music club, women cell - Dhaksha , Student's librarian Anti-narcotic cell, Jesus youth, adventure club, Bhoomithrasena etc. IIC, ED club and IEDC gives exposure to students in incubation, innovation and entrepreneurial activities.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://www.sgcaruvithura.ac.in/clubs-and-cells?cid=Student%20Council |
| Upload any additional information | View File |

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

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

62

| File Description | Documents |
|--|---------------------------|
| Report of the event | View File |
| Upload any additional information | View File |
| Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template) | View File |

5.4 - Alumni Engagement

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

With the vibrant presence of GEORGIALUM, SGC Alumni Association, the institution always nourishes its bond with our former teachers and students who are an integral part of the Georgian family. After the long two years of pandemic, the alumni meetings and batch wise gatherings gained momentum during this academic year. The common alumni meeting was convened on 19th November 2021 and it was huge success reverberating memories and humour.

Apart from this, each Department has an active alumni forum which convenes annual alumni meetings every year. The Departments of Chemistry and Mathematics conducted annual meetings and it was done virtually in PG Department of Physics.

The Department of BA English organised alumni interactions in the form of seminars. They served as mentors/guides to the present students.

The Departmental alumni offer scholarships, sponsor programmes and donate books as a token of love and gratitude to their alma mater. The Alumni Association also offers feedback for constructive rectification.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://sgcaruvithura.ac.in/alumini |
| Upload any additional information | View File |

5.4.2 - Alumni contribution during the year (INR in Lakhs) **A. ? 5Lakhs**

| File Description | Documents |
|-----------------------------------|---------------------------|
| Upload any additional information | View File |

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The institution, aims at imparting holistic education adhering to

its noble vision and mission. The college has a vigorous

leadership that coordinates all the activities of the campus to mould globally competent students. A well founded organizational structure and well-marked and effectively functioning systems under a strong leadership marks the nature of governance of the institution. The participatory governance system of the institution consists of Governing body, College Council, IQAC, College Students' Council, Finance Committee etc. Governing Body is the apex body of the institution. The decisions taken by the Governing Body and IQAC are presented before the College Council before implementation. The decentralization of administration is guaranteed by the faculty representation in Governing Body, College Council, IQAC and committees like Discipline, ICC, Grievance Redressal, Anti- Ragging, Minority, Sexual Harassment prevention Committee. The action plan and budget proposal for the year are prepared by departments and various cells and Committees and sent to the IQAC for its approval. The College Council finalizes the budget forward that to the Governing Body. A decentralized implementation of the plans then is effected by delegating the plan and its implementations to the heads of the departments and Conveners of various cells.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://www.sgcaruvithura.ac.in/our-vision |
| Upload any additional information | View File |

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

Ever since the inception of the college, administration is carried effectively through a decentralized mechanism. This inclusive and participatory approach promotes an environment of solidarity and mutual respect which ensure the smooth functioning and growth of the institution.

The following cells and committees are operational in the institution to implement various activities which are part of the strategic plan.

- Managing Board
- General Staff Meeting
- IQAC
- Staff Council

- Exam Cell
- Research Cell
- Planning Board
- Building Committee
- Purchase Committee
- Grievance Redressal Cell for students and staff
- SC/ST Cell
- Ethics Committee
- Library Committee
- Anti-Ragging Committee
- Anti- Sexual Harassment Committee
- Academic Review Committee
- Admission Committee
- Alumni Association Executive Committee
- PTA Executive Committee
- Public Relations Cell
- Staff welfare Committee
- Right to Information Cell

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://www.sgcaruvithura.ac.in/administrative-bodies?= ve-bodies?= = |
| Upload any additional information | View File |

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution has a well-charted strategic plan incorporating the idealistic principles of the institutional vision and mission. Aiming to concretize the vision and mission statements, the institution targets the accomplishment of the set goals in a consistent pace. The governing body prepared the strategic plans and sets a framework for the implementation of the same. The Manager recommends strategic plans that can be adopted in matters like infrastructural development, enhancement of quality in teaching learning process, promotion of research and best practices. The principal who is the executive head of the institution is entrusted with the responsibility of managing the day-to-day affairs of the college. He implements the directions of the governing body in accordance with the norms and guidelines of the government, UGC and other regulatory agencies. Following are the effectively deployed strategic plans.

1. Science block

2. Network Lab
3. Generator Facility
4. Renovation of old blocks and Roofing
5. New Library
6. Installation of Solar Power
7. Implementation of AMS
8. Installation of new ICT devices.
9. New Canteen.
10. Faculty Development programmes.
11. Installation of RFID
12. Submission and award of the project JALACHETHANA
13. Academic retreat.
14. Academic and administrative Audit.
15. Functioning of IIC, YIP and IEDC

| File Description | Documents |
|--|---|
| Strategic Plan and deployment documents on the website | View File |
| Paste link for additional information | https://www.sgcaruvithura.ac.in/action-plans |
| Upload any additional information | View File |

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

The College has a well Organizational structure . The governing body prepared the strategic plans and sets a framework for the implementation of the same. The Manager who recommends strategic plans that can be adopted in matters like infrastructural development, enhancement of quality in teaching learning process, promotion of research and best practices. The administration is

carried effectively through a decentralized mechanism. The principalexecutive head of the institution is entrusted with the responsibility of managing the day-to-dayaffairs of the college. He implements the directions of the governing body in accordance with the norms and guidelines of the government,UGC and other regulatory agencies.Academic Council reviews the internal affairs of the college and offers suggestions for improvement.The Administration of the college is supported by a number ofcommittees and cells like governing body, college council, IQAC, PTA, Anti-Ragging Cell, Ethics Committee, Internal Complaint Cell etc. The college has exclusive policies and procedural directions that form the quintessence of its efficient functioning which are displayed on the college website.We strictly follow the rules (KER and KSR) and regulations given by the government ,UGC and other regulatory agencies.

| File Description | Documents |
|---|---|
| Paste link for additional information | https://www.sgcaruvithura.ac.in/policy-documents |
| Link to Organogram of the institution webpage | https://www.sgcaruvithura.ac.in/Organogram.html |
| Upload any additional information | View File |

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

A. All of the above

| File Description | Documents |
|--|---------------------------|
| ERP (Enterprise Resource Planning)Document | View File |
| Screen shots of user inter faces | View File |
| Any additional information | View File |
| Details of implementation of e-governance in areas of operation, Administration etc(Data Template) | View File |

6.3 - Faculty Empowerment Strategies

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

The institution provides a satisfactory environment which ensures high degree of job satisfaction of the employees. The following are the welfare schemes put forward for the benefit of the employees. Staff Co-operative society is functioning in the college for meeting the financial needs of the staff. Financial services are offered at an affordable rate of interest. Financial support is provided for the staff to meet medical expenses in times of emergency. Free Wi-Fi facility on campus and domain email addresses to all staff members. Special Casual Leave is given to staff members during any medical emergency. Canteen facilities are provided to staff at a subsidized rate. Free uniform is supplied to supporting staff and security men. Gymnasium is available for the staff to maintain their physical fitness. Recreation Room is provided to staff for their recreation. Separate Parking area is maintained for parking the staff vehicles. Retirement party is arranged for the staff as a recognition of their committed service. The staff meeting is conducted regularly and actions and policies are framed based on the suggestion raised by the faculty. Annual get together of the staff and the family members is conducted.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://www.sgcaruvithura.ac.in/staff-welfare.html |
| Upload any additional information | View File |

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

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

39

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | View File |
| Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template) | View File |

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

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

10

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

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

39

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

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

It is given to each teacher at the beginning of every academic year to record their everyday engagements. All details pertaining to lesson plans, tests, assignments, projects, mentoring, tutoring, remedial classes, leave taken etc. are recorded. It is monitored by the head of the department, IQAC Coordinator and the principal. It is also evaluated by the management team during the annual academic audit.

Faculty evaluation by the students

The students can assess the teachers on the following criteria: accessibility to teacher, classroom management, communication skills, effective completion of syllabus in time, subject knowledge and the use of ICT in teaching learning process. The IQAC does feedback evaluation and suggests corrective measures to teachers.

Non-teaching Evaluation by Students, Management and Teaching Staff:

The Management evaluates the non-teaching staff every year through a performance appraisal system designed by IQAC. The principal monitors the performance of non-teaching staff and gives them continuous feedback.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://sgcaruvithura.ac.in/sgc-iqac?iqac=quality%20policy |
| Upload any additional information | View File |

6.4 - Financial Management and Resource Mobilization

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

Internal financial audit:

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.

External financial audit:

The Govt. of Kerala, through the 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. Since the financial receipts and payments of the institution are from /through diverse agencies including state government , Central government, non-governmental organization, 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. Moreover the college conducts and undergoes external audits of fund relating to UGC ,DST,FIST etc.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://www.sgcaruvithura.ac.in/AQAR/2021_22/criteria_6/6_4_1.pdf |
| Upload any additional information | View File |

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

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

146.65963

| File Description | Documents |
|---|---------------------------|
| Annual statements of accounts | View File |
| Any additional information | View File |
| Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template) | View File |

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

Funds availed from the central government sources are used for developmental activities, academic resources such as books and journals and infrastructure development which includes labs, equipment, sports facilities, etc. State government funds are promptly availed for introducing innovative programmes, workshop, seminars and conferences, green initiatives of the college, extension activities. The Management/ PTA/ Alumni funds and other contributions are used to meet the developmental needs and the maintenance of the institution. Financial Assistance by the Management include financing for the construction of buildings and other infrastructure developments, salary to self-financing staff, scholarships for needy students etc. Optimal utilization of available resources is ensured to cater the needs of the stakeholders. The departments and other forums are intimated about the approval of their budget and are required to maintain proper accounts and reports of expenditure. At the end of the financial year internal and external auditing is conducted to ensure utilization and proper accounting of the funds availed. Accounts are maintained by the Head Accountant and the Principal is accountable for all the financial transactions.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://www.sgcaruvithura.ac.in/AQAR/2021_22/criteria_6/6_4_3_a.pdf |
| Upload any additional information | View File |

6.5 - Internal Quality Assurance System

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

Significant Contributions made by IQAC

1. IQAC took up the initiative to ensure the preparedness for NEP by starting Certificate courses of Multi-disciplinary nature and a host of Skill Development programmes like making of LED bulbs, paper bags and pens, training in tailoring, handicraft making and baking.
2. IQAC has put forward suggestions for the inculcation of the spirit of innovation and entrepreneurship among the students. The institution participated in the Atal Ranking and was recognized as Performer Institution. The IIC of the college

was able to implement the Impact Lecture series and participated in Smart India Hackathon.

3. IQAC has pointed out the need for a new spacious a Science Block and the New Science Block with well-equipped laboratories under the RUSA scheme was opened.
4. In order to enhance the Academic flexibility of the curriculum IQAC initiated the starting of new Certificate courses. UGC Approved NSQF Certificate courses in Certified GST Practitioner and Certified Secondary Market Analyst were started running in the college under the Skill India Scheme.
5. As part of the Climate Resilience Extension activities of the institution, IQAC launched the project Jalachetana funded by Koll Science Foundation and guided by Dr Roxy Mathew, Scientist, Indian Institute of Tropical Meterology, Pune.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://www.sgcaruvithura.ac.in/sgc-igac?igac=Meetings,%20Minutes%20&%20ATR |
| Upload any additional information | View File |

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

Academic Review on Teaching-Learning Process

At the beginning of the academic year, IQAC collects department academic plan and annual course plan and designs the Academic Calendar and monitors the implementation. Teacher Performance Records are periodically monitored. IQAC endorses a transparent mechanism for evaluation and uploading of marklists and result analysis. IQAC communicates its policies regarding Remedial, Mentoring and OBE to all teaching departments at the beginning of the academic year.

Review of Online Learning

IQAC set up a technical advisory committee in the initial days of the pandemic to smoothen the transition from the offline mode to the online.

IQAC Evaluation of Learning Outcomes

A committee is constituted by the IQAC to evaluate Outcome Based Education (OBE) in the college. All departments identify POs and PSOs and COs are also set up by the faculty concerned.

Stakeholder Review on Teaching-Learning Process

IQAC collects and processes feedback from all the stakeholders. The collected data is analysed by IQAC and recommendations are submitted to the Principal.

IQAC Institutional Review Mechanism

Annual Academic and Administrative Audit are conducted by IQAC. It has set up a system to evaluate the performance of the administrative staff as well.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://www.sgcaruvithura.ac.in/sgc-igac?igac=administrative%20and%20academic%20audit |
| Upload any additional information | View File |

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

A. All of the above

| File Description | Documents |
|--|---|
| Paste web link of Annual reports of Institution | https://www.sgcaruvithura.ac.in/annual-reports |
| Upload e-copies of the accreditations and certifications | View File |
| Upload any additional information | View File |
| Upload details of Quality assurance initiatives of the institution (Data Template) | View File |

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Gender sensitivity is an inherent value in the cultural ethos of the institute and it is highly sensitive to the pressing issues of gender and has taken appropriate measures to curb them effectively. Safety, Security and well being along with gender equity and friendly atmosphere are the major concerns of the institution. The institution Imparts gender sensitivity among students and faculties through various clubs like Women Cell, Ant- ragging Cell, Prevention of Sexual Harassment cell etc. As part of safety measure and monitoring purpose, the college has installed 85 24*7 CCTV surveillance cameras inside and outside the campus. Our college provides an effective counseling system to deal with all sort of of problems that the students might face. A dedicated common room for girls and teachers is situated separately

The college offers more than 20 courses in the curriculum which explicitly address gender related issues. There are specific papers in MA English, BA Political Science and BA English which deal with gender theories and gender issues. The college has 64% girl students. 65% of the total faculty represents women. Women faculties are appointed in administrative positions such as HoDs, and other prominent positions.

| File Description | Documents |
|---|---|
| Annual gender sensitization action plan | https://www.sgcaruvithura.ac.in/AQAR/2021_22/criteria_7/7_1_1_a.pdf |
| Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information | https://www.sgcaruvithura.ac.in/AQAR/2021_22/criteria_7/7_1_1_b.pdf |

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

A. 4 or All of the above

| File Description | Documents |
|--------------------------------|---------------------------|
| Geo tagged Photographs | View File |
| Any other relevant information | View File |

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

Waste management is an essential part of environmental protection. Its purpose is to provide hygienic, efficient, and economical solid waste storage, collection, transportation and treatment or disposal of waste without polluting the atmosphere, soil or water system. In the post-covid-19 scenario waste management in the campus and community/adopted villages is implemented by the college through Recognized SES REC (Social Entrepreneurship, Swachata & Rural Engagement Cell) in line with the Action Plan by the ministry of education government of India. It includes waste audit, waste segregation, Reduction in waste-month-on-month, Recycling waste (paper, organic waste). The committee is headed by Dr. Sibil Jose.

Three incinerators installed on the premises of aided section and self-financing block in the college campus is running as expected and results in effective waste disposal. The Garbage collected from various departments, offices and campus premises is regularly segregated. The extracted waste is then scientifically disposed of

using the three incinerators.

Besides, organic wastes from various departments and campus premises are processed in Earthworm composting pits. This earthworm bio compost has been installed behind the college's main building in collaboration with the State Horticulture Mission. The vermicompost obtained through this process is used for gardening and agriculture on campus.

| File Description | Documents |
|---|---------------------------|
| Relevant documents like agreements / MoUs with Government and other approved agencies | View File |
| Geo tagged photographs of the facilities | View File |

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus **A. Any 4 or all of the above**

| File Description | Documents |
|---|---------------------------|
| Geo tagged photographs / videos of the facilities | View File |
| Any other relevant information | View File |

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: **A. Any 4 or All of the above**

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

| File Description | Documents |
|--|---------------------------|
| Geo tagged photos / videos of the facilities | View File |
| Various policy documents / decisions circulated for implementation | View File |
| Any other relevant documents | View File |

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following
1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

A. Any 4 or all of the above

| File Description | Documents |
|---|---------------------------|
| Reports on environment and energy audits submitted by the auditing agency | View File |
| Certification by the auditing agency | View File |
| Certificates of the awards received | View File |
| Any other relevant information | View File |

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

A. Any 4 or all of the above

| File Description | Documents |
|--|---------------------------|
| Geo tagged photographs / videos of the facilities | View File |
| Policy documents and information brochures on the support to be provided | View File |
| Details of the Software procured for providing the assistance | View File |
| Any other relevant information | View File |

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

Diverse cultures assume endless varieties of humanitarian values, languages and robust measures for social cohesion. Our institution undertakes various initiatives to promote tolerance towards cultural, regional, linguistic, communal and socio-economic diversities. As per the University mandates, admissions to U.G and P.G programmes are achieved through a single window method, ensuring preference to SC, ST, OBC, Divyangjan and marginalized communities. Through the inclusive environment of our institution, the government sponsors different scholarship schemes for the underprivileged students to ensure balanced development and growth. The college's commitment to economically disadvantaged students helps them integrate into the mainstream. To embrace pluralism, we observe the days of cultural and regional importance under the guidance of IQAC, Women's Cell and NSS with maximum student support by accommodating regional specialties across the state. Competitions like 'Malayali Manka' and 'Malayali Maman' are organized with much vigour. To upgrade linguistic diversity, various departments organize language day celebrations and put efforts in providing an inclusive environment by celebrating different festivals, commemorative days and events. Prayer for harmony and peace is organized on Gandhi Samadhi day and International day of Nonviolence. Value education sessions and outreach programmes disseminate annual spiritual renewal for all students to promote communal harmony and tolerance.

| File Description | Documents |
|--|---------------------------|
| Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution) | View File |
| Any other relevant information | View File |

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

The institution ensures a special attention to maintain constitutional obligations and responsibilities of citizens. We observe days of cultural and regional significance in order to accept cultural, regional, linguistic, and communal diversity. The college pays special attention to economically disadvantaged students and has implemented a variety of programmes to help them and their acceptance into the mainstream. The college's NCC and NSS units hold various programmes on a regular basis to promote social inclusion, cultural harmony, and national unity. The college celebrates the days of national importance such as Gandhi Jayanthi, Independence Day, Republic Day, Environment Day, NATIONAL Science Day, Kargil Vijay Divas etc. The NCC unit honors International Yoga Day on June 21, with a focus on the college's best practice, Psychosomatic Wellness. On particular days, the NSS unit organizes rallies as part of Anti-drug campaigns, Anti-dowry Campaigns etc. The institution has also arranged food for Karuna Palliative Care and Maria Sadana, both act as a shelter for the underprivileged in the vicinity of the college in order to instill social and humanitarian principles among the students. The meal packages are gathered in various collection boxes and handed delivered to the Home's authorities.

| File Description | Documents |
|--|---|
| Details of activities that inculcate values; necessary to render students in to responsible citizens | https://www.sgcaruvithura.ac.in/AQAR/2021_22/criteria_7/7_1_9_d.pdf |
| Any other relevant information | https://www.sgcaruvithura.ac.in/AQAR/2021_22/criteria_7/7_1_9_r.pdf |

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts A. All of the above

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

| File Description | Documents |
|--|---------------------------|
| Code of ethics policy document | View File |
| Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims | View File |
| Any other relevant information | View File |

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

Our college took all steps inculcate the feelings of patriotism, secularism, and nationalism in our students. One way of achieving this is through celebrating all days of national importance with students' participation. National days on campus can provide an opportunity for students to share their own heritage and culture with others. National festivals like Independence Day, Republic Day, women's day, teachers' day etc.. were duly observed in the year. The college additionally conducts events that make our students feeling proud of being citizens of India.

The college has celebrated the following days of national importance

1. World Tourism Day
2. Independence Day Celebration
3. Online Power point Making Competition on Freedom struggle
4. Teachers day celebration
5. Understanding Gandhi
6. National Science Day Celebrations 2022
7. Christmas Celebrations
8. Reading Day Celebrations
9. Gender Awareness Programme

10. Environmental Day Celebration
11. International Yoga Day Celebration
12. Freedom Run
13. Women's Day : Empower her steps
14. Anti Drug Campaign
15. Webinar on Natural Disaster
16. Desi Voice
17. Vande Mataram
18. 'Divas in Defence Self Defence classes for Girls"
19. 'Anti- Dowry Rally"
20. 'Orange the World"
21. 'Nari Sakthi Honouring 75 Indian Women"

| File Description | Documents |
|---|---------------------------|
| Annual report of the celebrations and commemorative events for the last (During the year) | View File |
| Geo tagged photographs of some of the events | View File |
| Any other relevant information | View File |

7.2 - Best Practices

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

Best Practice I Gift in Green

Objectives

To leave Green foot prints by Building resilience and sustainability into the fabric of curricular strategies

Practice : Project Jalachetana funded by Koll Science Foundation ,Rain monitoring using rain gauges, Pachathuruthu, Cleaning the peripheries of Meenachil River, Seminar on Carbon Accounting, Energy Conservation measures-Solar Lamp, Solar panel, assembling of LED Bulbs, Tree plantation Drive are some of the practices adopted.

Evidence of Success : The college has become a plastic free space that offers a wholesome green ambience for learning.

Best Practice II

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 abilities, and emotional abilities.

Practice: Physical Development: A host of measures like Yoga Training sessions are adopted to ensure a healthy life style among students.

Emotional Development: Counselling Sessions -Regular counselling sessions for the needy student are offered in the campus.

Social Skill Development and Cultural Programmes:

Evidence of Success : 1.The most striking evidence of success is the improved academic performance of the students in the university examinations and the increased civic and moral sense of the students.

| File Description | Documents |
|---|---|
| Best practices in the Institutional website | https://www.sgcaruvithura.ac.in/sgc-igac?igac=best%20practices |
| Any other relevant information | Nil |

7.3 - Institutional Distinctiveness

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

Over the last five decades St George's College Aruvithura has beencatering 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 to ensure equalopportunity of education Most of our students hail from theremote, ecologically vulnerable villages in the Western Ghats. Thecollege timings have been scheduled as per their comfort. Theinstitution makes it a point to give disaster management trainingfor the students. Situated in an area populated mainly by theminority section and itself a minority college, the college has afair and inclusive educational system that promotes

the underprivileged especially the women and has enabled them to manage their studies alongside the encumbrances involved in early marriages and motherhood. Free ships are offered to address economic backwardness. Proper civic sense and charity is instilled among them. The college has a clean, green and pollution free environment that facilitates effective learning. The college campus is blessed with diverse flora and fauna, a beautiful garden, meditation park and butterfly garden. The pivots of the environment policy are rain water harvesting, organic farming, solid waste management, conservation of energy and community cleanliness.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

St. George's college, though closely follows the syllabus specified by the university, also innovates within the established academic framework in its pursuit of the holistic development of its students. The efficacy of the academic processes is ensured through the Annual Academic Plan, the Plan of action and the Academic Retreat meticulously prepared and held well in advance under the guidance of HOD annually. The Academic Audit conducted systematically at the end of the year warrants the efficiency of the curriculum delivery. Induction programmes, bridge and certificate courses are organized regularly for complementing course outcomes. Extension activities with a focus on students are arranged. Teachers periodically participate in various faculty development programmes and adopt updated strategies. Learning Management Systems and platforms like Moodle, Linways, Google Classrooms, Kahoot Quiz, are effectively incorporated in curriculum delivery mechanism. For improving academic performance of the students, internal exams are conducted and each student is evaluated through regular PTA meetings. Revision classes are organised which practice brainstorming sessions. Quizzes, projects, internships, webinars, etc are organized with an emphasis on boosting the productivity of students. Remedial teaching and mentoring are given on need basis. Feedback regarding the curriculum from the stakeholders are sought on a regular basis.

| File Description | Documents |
|-------------------------------------|---|
| Upload relevant supporting document | View File |
| Link for Additional information | https://www.sgcaruvithura.ac.in/academic-calender-main |

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

St. George's college Aruvithura, building on the framework of the calendar provided by MG university, prepares its own calendar of

events and activities to serve the curricular and co-curricular needs of each student and to ensure the systematic planning and execution of learning activities and comprehensive evaluation. The calendar thus prepared is made available to the staff and students at the onset. The Academic calendar prepared by the college delineates the schedules of holidays, various curricular and co-curricular activities, internal exam schedules etc. Academic Council meetings and departmental and college-level meetings are held well in advance to discuss and decide the conduct of CIE. The copies of the Handbook prepared by IQAC, which includes the schedule for internal exams, class tests, and their assessment criteria, are circulated among the staff and students at the beginning of each academic year. The teachers adopt different assessment mechanisms and provide extra-academic support to the students on a need basis. The college facilitates platforms for presentations, seminars, peer teaching, Project work, field work etc to ensure participatory learning. The annual Academic Retreat and Academic Audit ensure the successful transaction of curriculum and the conduct of innovative and effective academic experiences for the students.

| File Description | Documents |
|-------------------------------------|---|
| Upload relevant supporting document | View File |
| Link for Additional information | https://www.sgcaruvithura.ac.in/academic-calender-main |

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.
Academic council/BoS of Affiliating University
Setting of question papers for UG/PG programs
Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
Assessment /evaluation process of the affiliating University

| File Description | Documents |
|--|---------------------------|
| Details of participation of teachers in various bodies/activities provided as a response to the metric | View File |
| Any additional information | View File |

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

25

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Minutes of relevant Academic Council/ BOS meetings | View File |
| Institutional data in prescribed format (Data Template) | View File |

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

18

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

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

1020

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

1.3 - Curriculum Enrichment

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

St. George's College, Aruvithura incorporates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment, and Sustainability in its curriculum. The institution conducts seminars, workshops, and competitions to inculcate these values which contributes to sustainable development of the students.

Professional Ethics

- Placement Cell organizes various placement activities like placement training, soft skill training, etc. on a regular basis for the students as per the requirements of the industry.
- Training programs to develop civic sense.

Gender

- Gender awareness programmes and self-defense classes for girls to ensure the safety and security of weaker sections.
- Celebrates women's day and conducts women empowerment seminars
- Sessions on meditation and behavior therapy, personal hygiene.

Human Values

- Blood Donation and hair donation camps for cancer patients
- Workshops on the Indian constitution, social issues, public health, gender issues, hygiene and health, food safety,
- Awareness programs on drug abuse, anti-dowry, psychoanalyzing feminism.
- Celebrates and organizes national and international commemorative days, events, and festivals

- Seminars and competitions as part of the celebrations to enliven patriotic and moral values.

Environment and Sustainability

- Seminars, guest lectures, to encourage ecological awareness
- Environment day is celebrated with various competitions .
- Paper bag-making training, trash-to-art, and bottle art competitions are conducted regularly

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

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

4

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

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

551

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

| File Description | Documents |
|---|---|
| URL for stakeholder feedback report | https://www.sgcaruvithura.ac.in/AQAR/202122/criteria_1/1_4_1.pdf |
| Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management | View File |
| Any additional information | View File |

1.4.2 - Feedback process of the Institution may be classified as follows

| File Description | Documents |
|-----------------------------------|---|
| Upload any additional information | View File |
| URL for feedback report | https://www.sgcaruvithura.ac.in/AQAR/202122/criteria_1/1_4_1_a.pdf |

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

714

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

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats))

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

67

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

2.2 - Catering to Student Diversity

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

Assessment of learning levels and catering to diversity

St. George's College Aruvithura assesses the learning levels of students and organizes special programmes for different categories of learners. Right at the time of admission, each department collects marks of the qualifying exams and makes a preliminary assessment of the students. After the admission process complete, the class teachers conduct the induction analysis of learners with the help of a set of questions to assess the various aspects of the learners. Each department makes subject specific assessment tools. Then an interview is conducted for the qualitative assessment of learners. The marks of the qualifying exam, induction test and interview are calculated to assign the learners to different categories like slow, average and advanced learners. The departments organizes various programmes to cater to the developmental needs of each category of learners. Improvement from the present level is the key focus of these programmes. Advanced learners are given various opportunities to prove their mettle in teaching, research, coordination of learning activities and are exposed to world class learning techniques. The average learners are encouraged to become advanced learners. The slow learners are provided with

special care through motivating sessions remedial classes and simplified notes.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://www.sgcaruvithura.ac.in/AOAR/202122/criteria 2/2 2 1 i.pdf |
| Upload any additional information | View File |

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

| Number of Students | Number of Teachers |
|--------------------|--------------------|
| 2091 | 102 |

| File Description | Documents |
|----------------------------|---------------------------|
| Any additional information | View File |

2.3 - Teaching- Learning Process

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

Student centric methods such as experiential learning, participative learning and problem-solving methodologies used for enhancing learning experience.

St. George's College Aruvithura focuses on the all-round development of learners through student centered, participative and experimental learning techniques. In general there is a shift from the traditional mode of lecture to the learner centered approach. Each department develops subject specific methods to involve learners in the teaching learning process. The learners are made active participants in the learning process through methods like peer teaching, aptitude test training, quizzes, workshops, practical learning sessions, field visits, lab activities, seminars, assignments, group discussions and skill development programmes. In tune with the technological boom in the educational sector following Covid-19, the departments deploy ICT tools and resources to get maximum learner involvement in the learning process. The learners complement and supplement the teaching learning process with their technological prowess. All categories of learners are encouraged to make their own contribution and hence the class becomes a learning hub.

| File Description | Documents |
|-----------------------------------|---|
| Upload any additional information | View File |
| Link for additional information | https://sgcaruvithura.ac.in/experiential-Learning |

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

Teachers use ICT enabled tools for effective teaching learning process.

ICT has become an inevitable and effective component of teaching and St. George's College, Aruvithura taps the educational prospects involved in the increased interest of the learners in technology. The teachers of the various departments make use of ICT tools like desktops, laptops, tablets, pen drives, scanners, microphones, videos, mobile phones, smart TVs and projectors, Google Classrooms and Google forms. Besides that, the teachers rely on e-resources like e-journals, e-books, online databases, .pdf documents and web pages. Google classrooms, Google forms and Google meets have become normal part of teaching learning process. The teachers ask the students submit their assignments in the online mode. Teachers prepare power points to enhance the leaning experience and encourage the learners to prepare power points based on the topics discussed in the class. Teachers attend various NPTEL courses to gain inputs in specific topics. Students are encouraged to attend MOOC courses and access digital libraries and learning platforms.

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

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

2.3.3.1 - Number of mentors

102

| File Description | Documents |
|--|---------------------------|
| Upload, number of students enrolled and full time teachers on roll | View File |
| Circulars pertaining to assigning mentors to mentees | View File |
| Mentor/mentee ratio | View File |

2.4 - Teacher Profile and Quality

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

102

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

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

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

29

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

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

2.4.3.1 - Total experience of full-time teachers

102

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

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Mechanism of internal assessment is transparent and robust in terms of frequency and mode:

St. George's College Aruvithura has adopted evaluative tools and assessment methods for continuous and comprehensive evaluation of learners. The College adheres to the norms for evaluation prescribed by the Mahatma Gandhi University, Kottayam to which it is affiliated. Each department adopts programme specific procedures for evaluation and assessment. Teachers use various techniques to assess the learners' progress like question answer sessions, assignments, quizzes, student seminars, projects and presentations. Written internal exams and model exams ensure transparent and feedback-oriented assessment possible. The learners are informed well in advance about the modes of assessment so that maximum output is made possible. Internal evaluation components include attendance, assignment and two internal exams. The result of the internal evaluation is communicated to the learners and grievances are taken seriously. Students are given chance to improve their performance. Teachers employ informal methods like observation and personal talk to analyse and enhance the learner performance. The learners are encouraged to make use of the internal evaluation as an opportunity to make self assessment and work for better results.

| File Description | Documents |
|---------------------------------|---|
| Any additional information | View File |
| Link for additional information | https://www.sgcaruvithura.ac.in/examinations.html?id=3 |

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

Mechanism to deal with internal examination related grievances in transparent, time bound and efficient manner.

At St. George's College, internal evaluation is seen as a major component of the teaching learning process and the grievances related to the internal examination are dealt with in a transparent and impartial manner. The learners are informed well in advance about the modes of assessment and criteria of evaluation to rule out the chances of any kind of obscurity regarding internal examination. Objective criteria are laid out for assessment. The internal marks are published in the department and ample time is given to the learners to raise their concerns. In the case of any grievance related to internal assessment, the learners are free to approach the respective teachers for redressal. The teacher evaluates the case and immediate action is taken. Those who were not able to attend internal exams due to genuine reasons are given another chance. The learners can approach the Head of the Department and then the Principal, if their concerns remain. A record is kept regarding the internal exam related grievances.

| File Description | Documents |
|---------------------------------|---|
| Any additional information | View File |
| Link for additional information | https://www.sgcaruvithura.ac.in/Student-support.html?sid=Grievance%20Redressal%20Cell |

2.6 - Student Performance and Learning Outcomes

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

The Course outcomes and programme outcomes determine the general plan of action in the teaching learning process. The website of the college displays POs and COs for all programme. Besides, a hard copy of the syllabus is kept in the department for reference.

Methods adopted

- The course results as well as the specific programme outcomes will be highlighted to the students and their parents at the orientation programme for first-year undergraduate and post-graduate students.
- The training and placement cell will provide students with information on career opportunities based on programme specific results, allowing them to gain a better understanding of their courses and their relevance.
- For each course offered, a unique set of learning outcomes have been defined. The faculty will clarify the learning goals and expected outcomes of each course at the beginning of the semester and before each topic of the curriculum.
- To strengthen the attainment of the outcomes, the college has arranged resource persons from the industry to interact with learners.
- Alumni are invited to interact with students and teachers in order to share industry expectations. Such contacts with industry professionals and alumni provide practical insight into the subject and make it relevant to the current need.

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for Additional information | https://www.sgcaruvithura.ac.in/learning-outcomes.html |
| Upload COs for all Programmes (exemplars from Glossary) | View File |

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

Attainment of programme outcomes and course outcomes are evaluated by the institution.

Programme Outcomes and Course outcomes gives a clear idea of the objectives of prescribing a particular programme and courses within that programme. It gives a clear idea of the outcomes

expected of the programme and the many courses within the programme. The Course Outcomes and Programme Outcomes determine the general plan of action in the teaching learning process. The Principal entrusts the Heads of the Departments with the responsibility of assigning different courses respective teachers. The teachers go through the detailed syllabus and internalize the POs, PSOs and Cos. They familiarize themselves with different modules in each course and devise learning activities accordingly. At the beginning of the course, the teachers give a detailed description of the ideas and issues raised in the modules. Discussions, data collection, brainstorming sessions, seminars, role plays, quizzes, question answer sessions, exams, presentations, collection, field visit, drilling and recitation are the different methods used by the teachers to assess the attainment of course outcome. The students are encouraged to come up their ideas and opinions regarding the topics and the teacher tries to build up the existing knowledge of the learners.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for Additional information | https://www.sgcaruvithura.ac.in/learning-outcomes.html |

2.6.3 - Pass percentage of Students during the year

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

647

| File Description | Documents |
|--|---|
| Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template) | View File |
| Upload any additional information | View File |
| Paste link for the annual report | https://www.sgcaruvithura.ac.in/discover-Annual-report.html |

2.7 - Student Satisfaction Survey

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

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

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

21.4

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

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

3.1.2.1 - Number of teachers recognized as research guides

4

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

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

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

2

| File Description | Documents |
|---|---|
| List of research projects and funding details (Data Template) | View File |
| Any additional information | View File |
| Supporting document from Funding Agency | View File |
| Paste link to funding agency website | https://www.sgcaruvithura.ac.in/research |

3.2 - Innovation Ecosystem

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

Our college community has witnessed humongous number of innovative profusion in the academic year 2021-22. We were enlisted in the 'Atal Ranking' and again under the process of achieving that .Our institution was honoured with the recognition of the Ministry of Commerce and Industry Department for the active participation in the NIPAM under the banner "Azadi Ka Amrit Mahotsav". The IIC has conducted an Impact Lecture Series sponsored by MoU's Innovation Cell. We have extended our Innovation promotion mission by conducting a session at LF HS Chemmalamattom. As the initiative of social and ecological commitment, we have manufactured and distributed LED bulbs among the surrounding communities. We have signed an MoU with the ICT Academy of Tamilnadu. Some of our teachers have undergone Innovation Ambassador training 'foundation Level' and 'advanced level'. Many of our students have completed the Voice of Customer (VoC) training and some got certificate of recognition for submitting an idea in YIP. We have conducted Internal Hackathon

competition and a talk on 'technopreneurship', a workshop on Bash Shell scripting, an All Kerala online coding competition and an Innovation and Entrepreneurship Development Programme. The contest 'Trash to Day' was conducted for promoting awareness about protecting nature. Department of Commerce has organized a mega exhibition with the theme 'Innovative Ideas of Change'

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | https://www.sgcaruvithura.ac.in/innovation-ecosystem?cid=1 |

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

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

22

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

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

| File Description | Documents |
|--|---|
| URL to the research page on HEI website | https://www.sgcaruvithura.ac.in/Research.html |
| List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template) | View File |
| Any additional information | View File |

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

8

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| List of research papers by title, author, department, name and year of publication (Data Template) | View File |

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

11

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| List books and chapters edited volumes/ books published (Data Template) | View File |

3.4 - Extension Activities

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

The college gives special importance to the complete development

of the students. Such development will be comprehensive only when they are aware of, and sensitive towards the poor and the needy around them. At the same time, such action could at least be a little useful for the downtrodden. Various departments and cells of the college organize programs with these objects in the mind. Hence there are charitable activities conducted by the Department of Food Science and the Georgan Charitable Trust. The department of Physics conducted Faculty Development Programme, Workshop on Experimental Physics, Science quiz for Plus two students etc. Various faculty from the department actively participated in the programmes of the neighbourhood institutes. The department of Media studies created campaign Videos on calamities, ocean protection and child labour and broadcasted them through SGC TV and streamed via platforms like YouTube and Facebook keeping in mind the people outside the campus. Commerce department organized mega exhibition, environmental awareness programmes, and cleaning programmes for the neighbourhood community. Special coaching was organized for the students of rural schools near the college. There were also programmes like Election literacy, self-defence classes for women, anti-dowry rally, hair donation, and a class on menstrual hygiene.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://www.sgcaruvithura.ac.in/campus_life.html?cid=1 |
| Upload any additional information | View File |

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

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

5

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| Number of awards for extension activities in last 5 year (Data Template) | View File |
| e-copy of the award letters | View File |

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

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

21

| File Description | Documents |
|--|---------------------------|
| Reports of the event organized | View File |
| Any additional information | View File |
| Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template) | View File |

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

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

1091

| File Description | Documents |
|--|---------------------------|
| Report of the event | View File |
| Any additional information | View File |
| Number of students participating in extension activities with Govt. or NGO etc (Data Template) | View File |

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

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

126

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

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

10

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college established in 1965, situated at 24.1 acres of land .The Institution has adequate infrastructure and physical facilities for teaching-learning as per the University norms. Taking into consideration of present needs and future perspective, the campus infrastructure is continuously increasing and updated. The institution has a well maintained infrastructure conducive toteaching, learning and comprehensive development of students.

Classrooms Facilities

- The Teaching Block has well-appointed and spacious

classrooms, tutorial rooms, department rooms. The classrooms are equipped with projectors/Smart TV so that ICT can be used for strengthening academic discourse.

Laboratories Facilities

- Separate laboratories for UG and PG students.
- 19 science lab including 1 research lab
- 1 language lab with 30 computers
- 6 Well equipped computer lab for use by students.

Other Facilities

- Fully CCTV Enabled Campus.
- Filters and Coolers in Each Floor.
- Ramps and sanitary facilities for the benefit of PWDs.
- Media centre with audio-video recording studio.
- Lift, co-operative store, indoor and outdoor health and fitness centre (gymnasium).
- Football & Cricket Field.
- One indoor and one outdoor multi-purpose Auditorium.
- 315 KV Transformer and 125KV Generator.
- 33.5 KW Solar Power Plant.
- New Canteen Block (752 SQM) under construction (70% work completed).
- New Library Block (2354.08 SQM) under construction (80% work completed).

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | https://www.sgcaruvithura.ac.in/physical_infrastructure.php?pi_id=3 |

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

The diversity of the students and the interdisciplinary nature of the campus make SGC as a hub for a plethora of cultural and sports activities. The Institution has developed adequate and sufficient facilities for cultural activities, sports, games, gymnasium and yoga. The college organises inter collegiate competition for volley ball, badminton and other games. The Physical education department of SGC promote the progress of

students in sports and games.

Sports Facilities

- Multipurpose indoor Stadium for Basketball, Volleyball and badminton courts.
- Indoor and outdoor fitness centre for students and staff.
- Yoga centre.
- Space for indoor games like Chess and Caroms.
- Spacious playground for Football and Cricket.

Cultural Activities

SGC offers a wide range of opportunities for students to engage in cultural activities. SGC has its own set of student clubs dealing with diverse cultural activities. SGC provides a platform to the students to develop inner potentialities participating in various events including drama, skit, mime, dance, singing and a sense of social service.

Facilities for Cultural Activities

- A Spacious and amphitheatre air conditioned Audio-visual centre
- Multipurpose indoor stadium.
- Main Auditorium with a large stage and green room.
- Multipurpose seminar hall for organising various events.
- SGC Channel and campus community telecasting centre

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | https://www.sgcaruvithura.ac.in/clubs-and-cells?cid=Student%20Council |

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

60

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for additional information | https://www.sgcaruvithura.ac.in/ict?id=1 |
| Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template) | View File |

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

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

434.53307

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | No File Uploaded |
| Upload audited utilization statements | View File |
| Upload Details of budget allocation, excluding salary during the year (Data Template) | View File |

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The library has 33070 available books along with vast collection of journals, CDs and newspapers and journals. The library is automated with leading LMS , Koha-full-featured open source ILS.

Name of the LMS software. Koha version 21.05

The library provides

- OPAC can be accessed at SGC Koha OPAC with following features
 - 247 Access
 - Check availability of Library Book
 - Reservation of books that already issued

- Check return date and self-renewing facility

<http://opac.sgcaruvithura.ac.in.9000/>

1. Digital Repositories <http://lms.sgcaruvithura.ac.in.8500/>

Digital repositories includes e-books, e- journal and previous year question papers.

1. An automatic gate register facility.

It maintains the data electronically with the help of an RFID tag. The college identity card of each student consists of an RFID chip with a unique serial number.

Library Services

- Ten computers with internet facility
 - Reprographic facility
 - Digital Repository
 - Access to INFLIBNET , N-LIST and DELNET resources.
 - Open Access System
 - Reference Survey
- Display of new arrivals
 - Attendance, issue /return and renewal is computerized.
 - Wi-Fi facility

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for Additional Information | http://opac.sgcaruvithura.ac.in:9000/ |

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

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

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

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

1.36572

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| Audited statements of accounts | View File |
| Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template) | View File |

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

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

261

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Details of library usage by teachers and students | View File |

4.3 - IT Infrastructure

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

St. George's College, Aruvithura has following IT upgradation during the year 2021-2022.

- Introduction of ICT facilities to all classrooms, departments and labs. (Projector, Smart TV, Wired Networks)

- New separate block for library. (Near to completion)
- Renovation of RFID facility in library.
- New PG block with ICT facilities.
- IT equipped new IQAC room.
- G-suit (standard) for delivering online content.
- Purchased 3 desktops with higher storage and memory capacity.
- Updated computer labs.

The existing facilities include:

- 390 Computers and 4 Laptops
- 10 ICT enabled seminar Halls
- Fully wired (LAN) campus
- Printers and scanners in each Department
- 6 Computer labs
- Computers with browsing facility in the library
- Language lab
- SGC broadcasting center
- Academic Management System - Linways
- Learning Management System - Moodle
- Office Management System
- Content Management System related to college website
- WIFI enabled campus
- CCTV camera surveillance
- Inlibnet facility
- Audio visual Room
- Reprographic facility in library
- Social media support through YouTube, Instagram and Facebook
- Dynamic College Website

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | https://www.sgcaruvithura.ac.in/ict?id=1 |

4.3.2 - Number of Computers

395

| File Description | Documents |
|-----------------------------------|---------------------------|
| Upload any additional information | View File |
| List of Computers | View File |

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

| File Description | Documents |
|--|---------------------------|
| Upload any additional Information | View File |
| Details of available bandwidth of internet connection in the Institution | View File |

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | View File |
| Audited statements of accounts | View File |
| Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates) | View File |

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Policies and procedures

1. Various Committees prepares annual budget for maintenance of infrastructure development of the college.
2. Regular meeting to assess the infrastructure requirements.
3. Every department maintains stock register and an annual

stock verification is carried out.

Academic and Physical Facilities

1. Construction, repairs and maintenance works carried out and monitored by Bursar

1. The Heads of the Departments report about maintenance and repairs of the assigned areas to the authorities.

2. Servicing of LCD projector and Filters done annually

1. Library Advisory Committee is assigned for maintenance and monitoring of library activities

2. Internal stock verification is carried out at the end of academic year.

1. A Technical Assistant has been appointed for the regular maintenance of computer.

2. Maintenance of equipment ensured through AMC.

3. In every year soft ware of antivirus is installed/updated.

1. The indoor and outdoor sports facilities are maintained under the supervision of Head of the Physical Education Department.

2. Periodical upgrading of sports and games items and facilities.

1. Waste management systems are in place in the campus.

2. waste disposal Incinerators, Bio Compost.

1. Rainwater harvesting tank with 1lakh litter capacity.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | https://www.sgcaruvithura.ac.in/policy-documents |

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

739

| File Description | Documents |
|--|---------------------------|
| Upload self attested letter with the list of students sanctioned scholarship | View File |
| Upload any additional information | View File |
| Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template) | View File |

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

853

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

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

A. All of the above

| File Description | Documents |
|---|---|
| Link to Institutional website | https://www.sgcaruvithura.ac.in/student-support?sid=Capacity%20building%20&%20skill%20enhancement |
| Any additional information | View File |
| Details of capability building and skills enhancement initiatives (Data Template) | View File |

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

1022

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

1022

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template) | View File |

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

| File Description | Documents |
|--|---------------------------|
| Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee | View File |
| Upload any additional information | View File |
| Details of student grievances including sexual harassment and ragging cases | View File |

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

91

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

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

121

| File Description | Documents |
|--|---------------------------|
| Upload supporting data for student/alumni | View File |
| Any additional information | View File |
| Details of student progression to higher education | View File |

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

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

31

| File Description | Documents |
|--|---------------------------|
| Upload supporting data for the same | View File |
| Any additional information | View File |
| Number of students qualifying in state/ national/ international level examinations during the year (Data Template) | View File |

5.3 - Student Participation and Activities

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

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

19

| File Description | Documents |
|--|---------------------------|
| e-copies of award letters and certificates | View File |
| Any additional information | View File |
| Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template) | View File |

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

Student's representation in administrative, co - curricular and extra- curricular activities is ensured in the institution. Student union is the major representative body of students. All

the office bearers are elected from among the elected class representatives of each class following a parliamentary system. The student's union encourage and ensure student participation in extracurricular activities like Youth festival, inter-collegiate sports meets etc. Together with this we have various active cells and associations in the College which provide ample opportunities for the all round development of students. We have Departmental associations which have a vital role in providing exposure to students to the recent developments in the respective subjects by conducting seminars, workshops and interactive sessions. We provide platforms like IQAC , anti-ragging committee, grievance redressal cell, internal complaint cell, NSS, NCC, sports club, oratory club, quiz club, music club, women cell - Dhaksha , Student's librarian Anti-narcotic cell, Jesus youth, adventure club, Bhoomithrasena etc. IIC, ED club and IEDC gives exposure to students in incubation, innovation and entrepreneurial activities.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://www.sgcaruvithura.ac.in/clubs-and-cells?cid=Student%20Council |
| Upload any additional information | View File |

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

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

62

| File Description | Documents |
|---|---------------------------|
| Report of the event | View File |
| Upload any additional information | View File |
| Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template) | View File |

5.4 - Alumni Engagement

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

With the vibrant presence of GEORGIALUM, SGC Alumni Association, the institution always nourishes its bond with our former teachers and students who are an integral part of the Georgian family. After the long two years of pandemic, the alumni meetings and batch wise gatherings gained momentum during this academic year. The common alumni meeting was convened on 19th November 2021 and it was huge success reverberating memories and humour.

Apart from this, each Department has an active alumni forum which convenes annual alumni meetings every year. The Departments of Chemistry and Mathematics conducted annual meetings and it was done virtually in PG Department of Physics.

The Department of BA English organised alumni interactions in the form of seminars. They served as mentors/guides to the present students.

The Departmental alumni offer scholarships, sponsor programmes and donate books as a token of love and gratitude to their alma mater. The Alumni Association also offers feedback for constructive rectification.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://sgcaruvithura.ac.in/alumini |
| Upload any additional information | View File |

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

A. ? 5Lakhs

| File Description | Documents |
|-----------------------------------|---------------------------|
| Upload any additional information | View File |

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The institution, aims at imparting holistic education adhering to its noble vision and mission. The college has a vigorous

leadership that coordinates all the activities of the campus to mould globally competent students. A well founded organizational structure and well-marked and effectively functioning systems under a strong leadership marks the nature of governance of the institution. The participatory governance system of the institution consists of Governing body, College Council, IQAC, College Students' Council, Finance Committee etc. Governing Body is the apex body of the institution. The decisions taken by the Governing Body and IQAC are presented before the College Council before implementation. The decentralization of administration is guaranteed by the faculty representation in Governing Body, College Council, IQAC and committees like Discipline, ICC, Grievance Redressal, Anti- Ragging, Minority, Sexual Harassment prevention Committee. The action plan and budget proposal for the year are prepared by departments and various cells and Committees and sent to the IQAC for its approval The College Council finalizes the budget forward that to the Governing Body. A decentralized implementation of the plans then is effected by delegating the plan and its implementations to the heads of the departments and Conveners of various cells.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://www.sgcaruvithura.ac.in/our-vision |
| Upload any additional information | View File |

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

Ever since the inception of the college, administration is carried effectively through a decentralized mechanism. This inclusive and participatory approach promotes an environment of solidarity and mutual respect which ensure the smooth functioning and growth of the institution.

The following cells and committees are operational in the institution to implement various activities which are part of the strategic plan.

- Managing Board
- General Staff Meeting

- IQAC
- Staff Council
- Exam Cell
- Research Cell
- Planning Board
- Building Committee
- Purchase Committee
- Grievance Redressal Cell for students and staff
- SC/ST Cell
- Ethics Committee
- Library Committee
- Anti-Ragging Committee
- Anti- Sexual Harassment Committee
- Academic Review Committee
- Admission Committee
- Alumni Association Executive Committee
- PTA Executive Committee
- Public Relations Cell
- Staff welfare Committee
- Right to Information Cell

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://www.sgcaruvithura.ac.in/administrative-bodies?= = |
| Upload any additional information | View File |

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution has a well-charted strategic plan incorporating the idealistic principles of the institutional vision and mission. Aiming to concretize the vision and mission statements, the institution targets the accomplishment of the set goals in a consistent pace. The governing body prepared the strategic plans and sets a framework for the implementation of the same. The Manager recommends strategic plans that can be adopted in matters like infrastructural development, enhancement of quality in teaching learning process, promotion of research and best practices. The principal who is the executive head of the institution is entrusted with the responsibility of managing the day-to-day affairs of the college. He implements the directions of the governing body in accordance with the norms and guidelines of the government, UGC and other regulatory agencies. Following are

the effectively deployed strategic plans.

1. Science block
2. Network Lab
3. Generator Facility
4. Renovation of old blocks and Roofing
5. New Library
6. Installation of Solar Power
7. Implementation of AMS
8. Installation of new ICT devices.
9. New Canteen.
10. Faculty Development programmes.
11. Installation of RFID
12. Submission and award of the project JALACHETHANA
13. Academic retreat.
14. Academic and administrative Audit.
15. Functioning of IIC, YIP and IEDC

| File Description | Documents |
|--|---|
| Strategic Plan and deployment documents on the website | View File |
| Paste link for additional information | https://www.sgcaruvithura.ac.in/action-plans |
| Upload any additional information | View File |

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

The College has a well Organizational structure . The governing

body prepared the strategic plans and sets a framework for the implementation of the same. The Manager who recommends strategic plans that can be adopted in matters like infrastructural development, enhancement of quality in teaching learning process, promotion of research and best practices. The administration is carried effectively through a decentralized mechanism. The principal executive head of the institution is entrusted with the responsibility of managing the day-to-day affairs of the college. He implements the directions of the governing body in accordance with the norms and guidelines of the government, UGC and other regulatory agencies. Academic Council reviews the internal affairs of the college and offers suggestions for improvement. The Administration of the college is supported by a number of committees and cells like governing body, college council, IQAC, PTA, Anti-Ragging Cell, Ethics Committee, Internal Complaint Cell etc. The college has exclusive policies and procedural directions that form the quintessence of its efficient functioning which are displayed on the college website. We strictly follow the rules (KER and KSR) and regulations given by the government, UGC and other regulatory agencies.

| File Description | Documents |
|---|---|
| Paste link for additional information | https://www.sgcaruvithura.ac.in/policy-documents |
| Link to Organogram of the institution webpage | https://www.sgcaruvithura.ac.in/Organogram.html |
| Upload any additional information | View File |

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

A. All of the above

| File Description | Documents |
|--|---------------------------|
| ERP (Enterprise Resource Planning) Document | View File |
| Screen shots of user inter faces | View File |
| Any additional information | View File |
| Details of implementation of e-governance in areas of operation, Administration etc(Data Template) | View File |

6.3 - Faculty Empowerment Strategies

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

The institution provides a satisfactory environment which ensures high degree of job satisfaction of the employees. The following are the welfare schemes put forward for the benefit of the employees. Staff Co-operative society is functioning in the college for meeting the financial needs of the staff. Financial services are offered at an affordable rate of interest. Financial support is provided for the staff to meet medical expenses in times of emergency. Free Wi-Fi facility on campus and domain email addresses to all staff members. Special Casual Leave is given to staff members during any medical emergency. Canteen facilities are provided to staff at a subsidized rate Free uniform is supplied to supporting staff and security men. Gymnasium is available for the staff to maintain their physical fitness. Recreation Room is provided to staff for their recreation. Separate Parking area is maintained for parking the staff vehicles. Retirement party is arranged for the staff as a recognition of their committed service. The staff meeting is conducted regularly and actions and policies are framed based on the suggestion raised by the faculty. Annual get together of the staff and the family members is conducted.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://www.sgcaruvithura.ac.in/staff-welfare.html |
| Upload any additional information | View File |

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

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

39

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | View File |
| Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template) | View File |

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

10

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

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

39

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

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

It is given to each teacher at the beginning of every academic year to record their everyday engagements. All details pertaining to lesson plans, tests, assignments, projects, mentoring, tutoring, remedial classes, leave taken etc. are recorded. It is monitored by the head of the department, IQAC Coordinator and the principal. It is also evaluated by the management team during the annual academic audit.

Faculty evaluation by the students

The students can assess the teachers on the following criteria: accessibility to teacher, classroom management, communication skills, effective completion of syllabus in time, subject knowledge and the use of ICT in teaching learning process. The IQAC does feedback evaluation and suggests corrective measures to teachers.

Non-teaching Evaluation by Students, Management and Teaching Staff:

The Management evaluates the non-teaching staff every year through a performance appraisal system designed by IQAC. The principal monitors the performance of non-teaching staff and gives them continuous feedback.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://sgcaruvithura.ac.in/sgc-igac?igac=quality%20policy |
| Upload any additional information | View File |

6.4 - Financial Management and Resource Mobilization

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

Internal financial audit:

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.

External financial audit:

The Govt. of Kerala, through the 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. Since the financial receipts and payments of the institution are from /through diverse agencies including state government , Central government, non-governmental organization, 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. Moreover the college conducts and undergoes external audits of fund relating to UGC ,DST,FIST etc.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://www.sgcaruvithura.ac.in/AQAR/202122/criteria_6/6_4_1.pdf |
| Upload any additional information | View File |

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

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

146.65963

| File Description | Documents |
|---|---------------------------|
| Annual statements of accounts | View File |
| Any additional information | View File |
| Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template) | View File |

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

Funds availed from the central government sources are used for developmental activities, academic resources such as books and journals and infrastructure development which includes labs, equipment, sports facilities, etc. State government funds are promptly availed for introducing innovative programmes, workshop, seminars and conferences, green initiatives of the college, extension activities. The Management/ PTA/ Alumni funds and other contributions are used to meet the developmental needs and the maintenance of the institution. Financial Assistance by the Management include financing for the construction of buildings and other infrastructure developments, salary to self-financing staff, scholarships for needy students etc. Optimal utilization of available resources is ensured to cater the needs of the stakeholders. The departments and other forums are intimated about the approval of their budget and are required to maintain proper accounts and reports of expenditure. At the end of the financial year internal and external auditing is conducted to ensure utilization and proper accounting of the funds availed.

Accounts are maintained by the Head Accountant and the Principal is accountable for all the financial transactions.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://www.sgcaruvithura.ac.in/AOAR/202122/criteria 6/6 4 3 a.pdf |
| Upload any additional information | View File |

6.5 - Internal Quality Assurance System

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

Significant Contributions made by IQAC

1. IQAC took up the initiative to ensure the preparedness for NEP by starting Certificate courses of Multi-disciplinary nature and a host of Skill Development programmes like making of LED bulbs, paper bags and pens, training in tailoring, handicraft making and baking.
2. IQAC has put forward suggestions for the inculcation of the spirit of innovation and entrepreneurship among the students. The institution participated in the Atal Ranking and was recognized as Performer Institution. The IIC of the college was able to implement the Impact Lecture series and participated in Smart India Hackathon.
3. IQAC has pointed out the need for a new spacious a Science Block and the New Science Block with well-equipped laboratories under the RUSA scheme was opened.
4. In order to enhance the Academic flexibility of the curriculum IQAC initiated the starting of new Certificate courses. UGC Approved NSQF Certificate courses in Certified GST Practitioner and Certified Secondary Market Analyst were started running in the college under the Skill India Scheme.
5. As part of the Climate Resilience Extension activities of the institution, IQAC launched the project Jalachetana funded by Koll Science Foundation and guided by Dr Roxy Mathew, Scientist, Indian Institute of Tropical Meterology, Pune.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://www.sgcaruvithura.ac.in/sgc-igac?igac=Meetings,%20Minutes%20&%20ATR |
| Upload any additional information | View File |

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

Academic Review on Teaching-Learning Process

At the beginning of the academic year, IQAC collects department academic plan and annual course plan and designs the Academic Calendar and monitors the implementation. Teacher Performance Records are periodically monitored. IQAC endorses a transparent mechanism for evaluation and uploading of marklists and result analysis. IQAC communicates its policies regarding Remedial, Mentoring and OBE to all teaching departments at the beginning of the academic year.

Review of Online Learning

IQAC set up a technical advisory committee in the initial days of the pandemic to smoothen the transition from the offline mode to the online.

IQAC Evaluation of Learning Outcomes

A committee is constituted by the IQAC to evaluate Outcome Based Education (OBE) in the college. All departments identify POs and PSOs and COs are also set up by the faculty concerned.

Stakeholder Review on Teaching-Learning Process

IQAC collects and processes feedback from all the stakeholders. The collected data is analysed by IQAC and recommendations are submitted to the Principal.

IQAC Institutional Review Mechanism

Annual Academic and Administrative Audit are conducted by IQAC. It has set up a system to evaluate the performance of the administrative staff as well.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://www.sgcaruvithura.ac.in/sgc-igac?igac=administrative%20and%20academic%20audit |
| Upload any additional information | View File |

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

A. All of the above

| File Description | Documents |
|--|---|
| Paste web link of Annual reports of Institution | https://www.sgcaruvithura.ac.in/annual-reports |
| Upload e-copies of the accreditations and certifications | View File |
| Upload any additional information | View File |
| Upload details of Quality assurance initiatives of the institution (Data Template) | View File |

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Gender sensitivity is an inherent value in the cultural ethos of the institute and it is highly sensitive to the pressing issues of gender and has taken appropriate measures to curb them effectively. Safety, Security and well being along with gender equity and friendly atmosphere are the major concerns of the institution. The institution Imparts gender sensitivity among students and faculties through various clubs like Women Cell,

Ant- ragging Cell, Prevention of Sexual Harassment cell etc. As part of safety measure and monitoring purpose, the college has installed 85 24*7 CCTV surveillance cameras inside and outside the campus. Our college provides an effective counseling system to deal with all sort of of problems that the students might face. A dedicated common room for girls and teachers is situated separately

The college offers more than 20 courses in the curriculum which explicitly address gender related issues. There are specific papers in MA English, BA Political Science and BA English which deal with gender theories and gender issues. The college has 64% girl students. 65% of the total faculty represents women. Women faculties are appointed in administrative positions such as HoDs, and other prominent positions.

| File Description | Documents |
|---|---|
| Annual gender sensitization action plan | https://www.sgcaruvithura.ac.in/AQAR/202122/criteria_7/7_1_1_a.pdf |
| Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information | https://www.sgcaruvithura.ac.in/AQAR/202122/criteria_7/7_1_1_b.pdf |

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

A. 4 or All of the above

| File Description | Documents |
|--------------------------------|---------------------------|
| Geo tagged Photographs | View File |
| Any other relevant information | View File |

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

Hazardous chemicals and radioactive waste management

Waste management is an essential part of environmental protection. Its purpose is to provide hygienic, efficient, and economical solid waste storage, collection, transportation and treatment or disposal of waste without polluting the atmosphere, soil or water system. In the post-covid-19 scenario waste management in the campus and community/adopted villages is implemented by the college through Recognized SES REC (Social Entrepreneurship, Swachata & Rural Engagement Cell) in line with the Action Plan by the ministry of education government of India. It includes waste audit, waste segregation, Reduction in waste-month-on-month, Recycling waste (paper, organic waste). The committee is headed by Dr. Sibil Jose.

Three incinerators installed on the premises of aided section and self-financing block in the college campus is running as expected and results in effective waste disposal. The Garbage collected from various departments, offices and campus premises is regularly segregated. The extracted waste is then scientifically disposed of using the three incinerators.

Besides, organic wastes from various departments and campus premises are processed in Earthworm composting pits. This earthworm bio compost has been installed behind the college's main building in collaboration with the State Horticulture Mission. The vermicompost obtained through this process is used for gardening and agriculture on campus.

| File Description | Documents |
|---|---------------------------|
| Relevant documents like agreements / MoUs with Government and other approved agencies | View File |
| Geo tagged photographs of the facilities | View File |

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

A. Any 4 or all of the above

| File Description | Documents |
|---|---------------------------|
| Geo tagged photographs / videos of the facilities | View File |
| Any other relevant information | View File |

7.1.5 - Green campus initiatives include

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

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

A. Any 4 or All of the above

| File Description | Documents |
|--|---------------------------|
| Geo tagged photos / videos of the facilities | View File |
| Various policy documents / decisions circulated for implementation | View File |
| Any other relevant documents | View File |

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following
1.Green audit 2. Energy audit
3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

A. Any 4 or all of the above

| File Description | Documents |
|---|---------------------------|
| Reports on environment and energy audits submitted by the auditing agency | View File |
| Certification by the auditing agency | View File |
| Certificates of the awards received | View File |
| Any other relevant information | View File |

| | |
|--|--|
| <p>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment</p> <p>5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</p> | <p>A. Any 4 or all of the above</p> |
|--|--|

| File Description | Documents |
|--|---------------------------|
| Geo tagged photographs / videos of the facilities | View File |
| Policy documents and information brochures on the support to be provided | View File |
| Details of the Software procured for providing the assistance | View File |
| Any other relevant information | View File |

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

Diverse cultures assume endless varieties of humanitarian values, languages and robust measures for social cohesion. Our institution undertakes various initiatives to promote tolerance towards cultural, regional, linguistic, communal and socio-economic diversities. As per the University mandates, admissions

to U.G and P.G programmes are achieved through a single window method, ensuring preference to SC, ST, OBC, Divyangjan and marginalized communities. Through the inclusive environment of our institution, the government sponsors different scholarship schemes for the underprivileged students to ensure balanced development and growth. The college's commitment to economically disadvantaged students helps them integrate into the mainstream. To embrace pluralism, we observe the days of cultural and regional importance under the guidance of IQAC, Women's Cell and NSS with maximum student support by accommodating regional specialties across the state. Competitions like 'Malayali Manka' and 'Malayali Maman' are organized with much vigour. To upgrade linguistic diversity, various departments organize language day celebrations and put efforts in providing an inclusive environment by celebrating different festivals, commemorative days and events. Prayer for harmony and peace is organized on Gandhi Samadhi day and International day of Nonviolence. Value education sessions and outreach programmes disseminate annual spiritual renewal for all students to promote communal harmony and tolerance.

| File Description | Documents |
|--|---------------------------|
| Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution) | View File |
| Any other relevant information | View File |

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

The institution ensures a special attention to maintain constitutional obligations and responsibilities of citizens. We observe days of cultural and regional significance in order to accept cultural, regional, linguistic, and communal diversity. The college pays special attention to economically disadvantaged students and has implemented a variety of programmes to help them and their acceptance into the mainstream. The college's NCC and NSS units hold various programmes on a regular basis to promote social inclusion, cultural harmony, and national unity. The college celebrates the days of national importance such as Gandhi Jayanthi, Independence Day, Republic Day, Environment Day, NATIONAL Science Day, Kargil Vijay Divas etc. The NCC unit honors International Yoga Day on June 21, with a focus on the college's best practice, Psychosomatic Wellness. On particular

days, the NSS unit organizes rallies as part of Antidrug campaigns, Anti -dowry Campaigns etc. The institution has also arranged food for Karuna Palliative Care and Maria Sadana, both act as a shelter for the underprivileged in the vicinity of the college in order to instill social and humanitarian principles among the students. The meal packages are gathered in various collection boxes and handed delivered to the Home's authorities.

| File Description | Documents |
|--|---|
| Details of activities that inculcate values; necessary to render students in to responsible citizens | https://www.sgcaruvithura.ac.in/AOAR/202122/criteria_7/7_1_9_d.pdf |
| Any other relevant information | https://www.sgcaruvithura.ac.in/AOAR/202122/criteria_7/7_1_9_r.pdf |

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

A. All of the above

| File Description | Documents |
|--|---------------------------|
| Code of ethics policy document | View File |
| Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims | View File |
| Any other relevant information | View File |

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

Our college took all steps inculcate the feelings of patriotism, secularism, and nationalism in our students. One way of achieving this is through celebrating all days of national importance with students' participation. National days on campus can provide an opportunity for students to share their own heritage and culture with others. National festivals like Independence Day, Republic Day, women's day, teachers' day etc... were duly observed in the year. The college additionally conducts events that make our students feeling proud of being citizens of India.

The college has celebrated the following days of national importance

1. World Tourism Day
2. Independence Day Celebration
3. Online Power point Making Competition on Freedom struggle
4. Teachers day celebration
5. Understanding Gandhi
6. National Science Day Celebrations 2022
7. Christmas Celebrations
8. Reading Day Celebrations
9. Gender Awareness Programme
10. Environmental Day Celebration
11. International Yoga Day Celebration
12. Freedom Run
13. Women's Day : Empower her steps
14. Anti Drug Campaign
15. Webinar on Natural Disaster
16. Desi Voice
17. Vande Mataram
18. 'Divas in Defence Self Defence classes for Girls"
19. 'Anti- Dowry Rally"
20. 'Orange the World"
21. 'Nari Sakthi Honouring 75 Indian Women"

| File Description | Documents |
|---|---------------------------|
| Annual report of the celebrations and commemorative events for the last (During the year) | View File |
| Geo tagged photographs of some of the events | View File |
| Any other relevant information | View File |

7.2 - Best Practices

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

Best Practice I Gift in Green

Objectives

To leave Green foot prints by Building resilience and sustainability into the fabric of curricular strategies

Practice : Project Jalachetana funded by Koll Science Foundation ,Rain monitoring using rain gauges, Pachathuruthu, Cleaning the peripheries of Meenachil River, Seminar on Carbon Accounting, Energy Conservation measures-Solar Lamp, Solar panel, assembling of LED Bulbs, Tree plantation Drive are some of the practices adopted.

Evidence of Success : The college has become a plastic free space that offers a wholesome green ambience for learning.

Best Practice II

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 abilities, and emotional abilities.

Practice: Physical Development: A host of measures like Yoga Training sessions are adopted to ensure a healthy life style among students.

Emotional Development: Counselling Sessions -Regular counselling sessions for the needy student are offered in the campus.

Social Skill Development and Cultural Programmes:

Evidence of Success : 1.The most striking evidence of success is the improved academic performance of the students in the university examinations and the increased civic and moral sense

of the students.

| File Description | Documents |
|---|---|
| Best practices in the Institutional website | https://www.sgcaruvithura.ac.in/sgc-igac?igac=best%20practices |
| Any other relevant information | Nil |

7.3 - Institutional Distinctiveness

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

Over the last five decades St George's College Aruvithura 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 to ensure equal opportunity of education. Most of our students hail from the remote, ecologically vulnerable villages in the Western Ghats. The college timings have been scheduled as per their comfort. The institution makes it a point to give disaster management training for the students. Situated in an area populated mainly by the minority section and itself a minority college, the college has a fair and inclusive educational system that promotes the underprivileged especially the women and has enabled them to manage their studies alongside the encumbrances involved in early marriages and motherhood. Free ships are offered to address economic backwardness. Proper civic sense and charity is instilled among them. The college has a clean, green and pollution free environment that facilitates effective learning. The college campus is blessed with diverse flora and fauna, a beautiful garden, meditation park and butterfly garden. The pivots of the environment policy are rain water harvesting, organic farming, solid waste management, conservation of energy and community cleanliness.

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

7.3.2 - Plan of action for the next academic year

Plan of action Next year

To be accredited with A++ in the fourth cycle of NAAC accreditation.

To start Research Centre in Physics.

Adopt appropriate measures for the smooth and gradual implementation of NEP 2020 : promote and ensure blended learning enrolments among students - Guiding students to acquiring additional credits through Swayam / NPTEL courses and other courses from International Platforms .

Participate in ATAL Ranking and strengthen the innovation activities of IIC.

Revamping the studio floor of SGC TV for the enhancement E-Content making.

To apply for green campus certification.

To install Automated weather station.

To conduct OBE based internal examinations

Upgradation of Language Lab.

To promote more collaborations and linkages

Augment the infrastructure facilities like constructing a new canteen building, and Library block.

To start the more certificate and MOOC courses.

To Conduct Annual Academic and Administrative Audit.

To Monitor the Curricular and Co-curricular activities.