

The Annual Quality Assurance Report (AQAR 2017—18) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

I. Details of the Institution

1.1 Name of the Institution	Govt. Sanskrit College,
1.2 Address Line 1	Tripunithura
Address Line 2	Tripunithura Post
City/Town	Ernakulam
State	Kerala
Pin Code	682301
Institution e-mail address	govsktclgtpra@gmail.com
Contact Nos.	0484—2777444
Name of the Head of the Institution:	Dr. K.C Suseela

Tel. No. with STD Code:

0484-2777444

Mobile:

08078030672

Name of the IQAC Co-ordinator:

Dr. Ajikumar. P.V

Mobile:

09446200567

IQAC e-mail address:

govsktclgtpraiqac@gmail.com

1.3 NAAC Track ID(For ex. MHCOGN 18879)

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

28-03-2017

1.5 Website address:

www.govtsanskritcollegetpra.edu.in

Web-link of the AQAR:

http://govtsanskritcollegetpra.edu.in/cms/File_downloads/File_12192018
20530723.docx

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.61	2009	2014
2	2 nd Cycle	A	3.02	2017	2022
3	3 rd Cycle	-	-	-	-
4	4 th Cycle	-	-	-	-

1.7 Date of Establishment of IQAC :

01/04/2009

1.8 AQAR for the year (for example 2010-11)

2017-18

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

i. AQAR 29/7/2015 (2014- 2015) (After Accreditation this the first AQAR)

1.10 Institutional Status :

University State ☐ Central ☐ Deemed ☐ Private ☐

Affiliated College Yes ☒ No ☐

Constituent College Yes ☐ No ☒

Autonomous college of UGC ☐ Yes ☐ No ☒

Regulatory Agency approved Institution Yes ☐ No ☐

Type of Institution Co-education ☒ Men ☐ Women ☐

Urban ☒ Rural ☐ Tribal ☐

Financial Status Grant-in-aid ☒ UGC 2(f) ☒ UGC 12B ☒

Grant-in-aid + Self Financing ☐ Totally Self-financing ☐

1.11 Type of Faculty/Programme

Arts ☒ Science ☐ Commerce ☐ Law ☐ PEI (Phys Edu) ☐

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☐

Others (Specify)

1.12 Name of the Affiliating University (for the Colleges)

Mahatma Gandhi University,
Kottayam, Kerala

1.13 Special status conferred by UGC/CSIR/DST/DBT/ICMR etc- Central/ State Government--
NA

Autonomy by State/Central Govt. / University

University with Potential for Excellence UGC-CPE

DST Star Scheme UGC-CE

UGC-Special Assistance Programme DST-FIST
DST-

UGC-Innovative PG programmes Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and community representatives

2.7 No. of Employers/ Industrialists:

2.8 No. of other External Experts	<div>Nil</div>		
2.9 Total No. of members	<div>11</div>		
2.10 No. of IQAC meetings held	2		
2.11 No. of meetings with various stakeholders:	No.	<div>4</div>	Faculty <div>2</div>
Non-Teaching Staff	<div>1</div>	Students <div>1</div>	Alumni <div>1</div>
Others	<div>0</div>		
2.12 Has IQAC received any funding from UGC during the year?			
Yes	<div>√</div>	No	<div></div>
If yes, mention the amount		<div>NA</div>	
2.13 Seminars and Conferences (only quality related)			
(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC–			
Total Nos.	<div>3</div>	International	<div>-</div>
		National	<div>-</div>
		State	<div>-</div>
		Institution Level	<div>2</div>
(ii) Themes	<div> 1. Workshop to finalize the syllabus revision at UG level. 2. Awareness program to the newly enrolled students of I semester BA on CBCS and new syllabus 3 . One day Extension lecture program in collaboration with International School of Sree Sankaraacharya Studies on 17-10-2017. </div>		

2.14 Significant activities and contributions made by IQAC

1. Direct intervention in sanctioning of the Ashtadasi project by MHRD for the propagation of Sanskrit.
2. Organized bridge course to link the newly enrolled students in UG level with Sanskrit language at a higher level.
3. Conducted seminars for PhD Scholars as part of their coursework.
4. Teachers were made aware of the orientation Human resources development courses conducted by UGC HRDC centers.
5. Non- teaching staff were informed about their in-service courses.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Sl. No	Plan of Action	Achievements
01	Preparing and submitting the applications to Rashtriya Sanskrit Sansthan for Ashtadasi Program	Three projects got sanctioned –one minor research project and two projects to impart spoken Sanskrit and Sanskrit Yoga.
02	Bridge courses to enrolled students in UG level	Ten day course in basic Sanskrit was conducted to students at UG level which helped them to understand the texts prescribed in the syllabus.
03	Sensitize teachers and non teaching staff of the need to attend orientation/ refresher courses.	Teachers and non-teaching staff attended the courses.
04	To enhance the effectiveness of the evaluation.	A comprehensive strategy was evolved through intensive consultation with stakeholders.
05	Syllabus revisions at UG level	Workshop to incorporate new subjects in UG syllabus from the current academic year.

06	Monitor and streamline research leading to Ph.D.	Half yearly assessment sessions were held in accordance with the regulations of Mahatma Gandhi University.
07	Publication of an online research journal.	Srutisourabham – an online research journal started with permission of Directorate of Collegiate Education, Govt. of Kerala using the college website.

** Attach the Academic Calendar of the year as Annexure. –Annexure 1*

2.15 Whether the AQAR was placed in statutory body Yes ☒ No ☐
Management ☐ Syndicate ☐ Any other body ☒

Provide the details of the action taken

The report was scrutinized and discussions were held. The suggestions and recommendations made will be incorporated in the next action plan of IQAC for the year 2018-19

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	1	-	-	-
PG	4	-	-	-
UG	5	1	-	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	-	-	-	-
Total	10	1	-	-

Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

Choice based Credit and Semester System (CBCSS) in UG

Open courses in 5th Semester BA.

CSS in PG

Elective system in PG

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	4 PG+ 5 UG =9
Trimester	Nil
Annual	Nil

1.3 Feedback from stakeholders* Alumni ☒ Parents ☒ Employers ☐ Students ☒
(On all aspects)

Mode of feedback : Online ☐ Manual ☒ Co-operating schools (for PEI) ☐

****Please provide an analysis of the feedback in the Annexure Attached – Annexure 2***

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Revisions at UG level introduced in this year with the introduction of Environmental studies and Human rights in the 5 th semester syllabus.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
27	27	Nil	Nil	One faculty in Jyotisha department as work arrangement.

2.2 No. of permanent faculty with Ph.D.

22

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
0	0	-	-	-	-	-	-	0	0

2.4 No. of Guest and Visiting faculty and Temporary faculty 0

0

0

6

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	34	63	46
Presented	1	26	15
Resource Persons	Nil	12	Nil

2.6 Innovative processes adopted by the institution in Teaching and Learning:

A foundation course aimed at introducing the basics of Sanskrit and improving conversational skills was offered to fresh undergraduate students at the beginning of the academic year.

2.7 Total No. of actual teaching days during this academic year

180

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions):

Follows the reforms of the affiliating university. Online question papers introduced by University at PG level.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop:

1

-

5

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2.10 Average percentage of attendance of students

85

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division						
		A+	A	B+	B	C+	C	Pass %
BA NYAYA	5	-	-	-	-	-	-	0
BA SAHITYA	6	-	-	-	-	-	-	-
BA VEDANTA	6	-	1	-	1	0		33
BA VYAKARANA	4	-	1	-	-	-	-	25
MA NYAYA	1	1	-	-		-		100
MA SAHITYA	4	-	-	-	3	-	-	75
MA VEDANTA	4	-	-	4	-		-	100
MA VYAKARANA	0	-	-	-	-		-	-

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

1. Ensures regular transaction of syllabus and systematic achievement of curriculum objectives.
2. Conducts continuous evaluation as recommended by University.
3. Organizes career awareness programs with the assistance of Career and Counseling Cell.
4. Ensures timely subscription of Research journals.
5. Arranges academic and awareness sessions on a regular basis.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	5
UGC – Faculty Improvement Programme	1
HRD programmes	Nil
Orientation programmes	5
Faculty exchange programme	Nil

Staff training conducted by the university	Nil
Staff training conducted by other institutions (IMG)	5
Summer / Winter schools, Workshops, etc.	Nil
Others	Nil

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	19	0	1	0
Technical Staff	-	-	-	-

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

1. Encourages the teachers with PhD to register as Research guides and others to complete to their work in a time framework.
2. Provides suitable atmosphere for doing research work
3. Facilitates the research scholars to avail research grants from the university.
4. Imparts awareness to PG students about the opportunities in research.
5. Financially assist to develop the college website to publish an e-journal.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	Nil	Nil	Nil
Outlay in Rs. Lakhs	-	-	-	-

*** One Assistant Professor was selected for research award and at present he is doing his project.**

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
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Number	2	10	Nil	Nil
Outlay in Rs. Lakhs	1,70000/	9,55000/	-	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	Nil	Nil	Nil
Non-Peer Review Journals	Nil	17	Nil
e-Journals	Nil	8	Nil
Conference proceedings	5	Nil	Nil

3.5 Details on Impact factor of publications: Not Available

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organizations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
*Minor Projects	2	UGC	5,95,000	446250
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects (other than compulsory by the University)	-	-	-	-
Any other(Specify)	-	-	-	-
Total			5,95,000/	-

* These projects were sanctioned in 2015-16 and currently the projects are ongoing.

3.7 No. of books published i) With ISBN No. 2

1. 978-81-928766-5-8
2. 978-81-928204-2-2

Chapters in Edited Books

1. 21
2. 23

ii) Without ISBN No.

Nil

3.8 No. of University Departments receiving funds from - NA

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges

Nil

 Autonomy

Nil

 CPEDBT Star Scheme

Ni

INSPIRE

Nil

 Any Other (specify)

ASPIRE

3.10 Revenue generated through consultancy

Nil

3.11 No. of conferences organized by the Institution

Level	Internati onal	National	State	Un ive rsit y	College
Number	1	6	Nil	Nil	1
Sponsoring agencies	Directorate of collegiate educated, Kerala	Directorate of collegiate educated, Kerala			Syllabus restructuring at UG level

3.12 No. of faculty served as experts, chairpersons or resource persons

12

Nil

Nil

Nil

3.13 No. of collaboration- International National Any other

Nil

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From funding agency

From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	Nil
	Granted	Nil
International	Applied	Nil
	Granted	Nil
Commercialized	Applied	Nil
	Granted	Nil

3.17 No. of research awards/ recognitions received by faculty and research fellows of institute in the year - Nil

Total	International	National	State	University	Dist	College
Nil	Nil	Nil	Nil	Nil	Nil	Nil

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones) -2

AQAR	<input type="text" value="Nil"/>	018	<input type="text" value="Nil"/>	<input type="text" value="Nil"/>	<input type="text" value="MGURF"/>
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JRF

SRF

Project Fellows

Any other

3.21 No. of students Participated in NSS events:

University level	<input type="text" value="2"/>	State level	<input type="text" value="Nil"/>
	National level	<input type="text" value="Nil"/>	International level
		<input type="text" value="Nil"/>	

3.22 No. of students participated in NCC events:

University level	<input type="text" value="Nil"/>	State level	<input type="text" value="Nil"/>
	National level	<input type="text" value="Nil"/>	International level
		<input type="text" value="Nil"/>	

3.23 No. of Awards won in NSS:

University level	<input type="text" value="Nil"/>	State level	<input type="text" value="Nil"/>
	National level	<input type="text" value="Nil"/>	International level
		<input type="text" value="Nil"/>	

3.24 No. of Awards won in NCC:

University level	<input type="text" value="Nil"/>	State level	<input type="text" value="Nil"/>
National level	<input type="text" value="Nil"/>	International level	<input type="text" value="Nil"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="Nil"/>	College forum	<input type="text" value="Nil"/>
NCC	<input type="text" value="Nil"/>	NSS	<input type="text" value="2"/>
		Any other	<input type="text" value="1"/>

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Sastrayan – an exhibition with the financial assistance of RUSA Kerala is organized to sensitize the ongoing activities of the college and potentials of Sanskrit education at the higher education level.
- JAIVAM 2017 –Awareness program conducted by MG University for promoting Eco-friendly agriculture in which the NSS volunteers of the College participated.
- Awareness classes on drug addiction and abuses.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	1.7 Acers	Nil	Nil	1.7 Acers
Class rooms	20	Nil	Nil	20
Laboratories	1	Nil	Nil	1
Seminar Halls	3	Nil	Nil	3
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	Computers – 31 Laptops - 6 UPS- 1 Laser Printer - 15	UPS (3 KV) - 1 Laser printer- 1 Air conditioner for Seminar hall – 1.5 tons -2 2 tons - 2	Plan fund - DCE	Computes – 31 Laptops - 6 UPS – 2 Laser Printer - 16 Air conditioner for Seminar hall – 1.5 tons -2 2 tons - 2
Value of the equipment purchased during the year (Rs. in Lakhs)	-	3,00000	Plan fund -DCE	3,00000
Others	-	-		-

4.2 Computerization of administration and library

7 computers in the office. Partially LAN is enabled.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	26942	1300125/	911	239617	24854	1539742/
Reference Books	2280				2280	
e-Books						
Journals	9	Complim			9	Complim

		entary copies				entary copies
e-Journals	-					
Digital Database	-					
CD & Video	Nil	Nil	9		9	Contribut ed by the teachers
Others (specify)- News Papers and Periodicals	10 Nos.					10 Nos.

4.4 Technology up-gradation (overall)

	Total Computer s	Compute r Labs	Internet	Browsin g Centres	Compute r Centres	Offic e	Depart ments	Othe rs
Existin g	31	1	31	0	0	10	9	12
Added	0	0	0	0	0	0	0	0
Total	31	1	31	0	0	10	9	12

4.5 Computer, Internet access, training to teachers and students and any other programme for technology up gradation (Networking, e-Governance etc.)

Computer training especially to teachers and students was given to improve their ability in using Sanskrit and Malayalam. Students were given special training in DTP with the financial support of UGC plan fund. Internet through OFC is enabled in office and staff room with the financial assistance of Govt. of Kerala as part of e-governance.

4.6 Amount spent on maintenance in lakhs :

i) ICT	50000/
ii) Campus Infrastructure and facilities	3485971
iii) Equipments	405650/
iv) Others	130700
Total:	4072321/

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services:

1. Customized remedial sessions; students are elected on the basis of inputs provided by the tutor; SSP, a new initiative of the Government of Kerala, is the main platform for the purpose.
2. Mentoring to give students a clear idea of future plans; WWS is extensively used in this context.
3. Information regarding new courses and training programs are displayed on notice boards and circulated in classrooms.
4. Grievance Redressal Cell offers a sympathetic ear to students' issues and promptly solves them.
5. Department of physical education offers periodic fitness checkups and suggests tips on how to improve health.

5.2 Efforts made by the institution for tracking the progression:

1. PTA meetings, both general and class-wise, held are held at a regular time and whenever there is need.
2. Tutors keep personal relations with parents and apprise them of the scholastic performance of their wards.
- 3 Students are advised on their scholastic difficulties.
4. Tutors see to it that every teacher maintains proper records of students' progress.
5. Conducting weekly seminars for PG Students to improve their knowledge level in their specified area.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
143	13	13	-

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

Men

No	%
67	43

Women

No	%
99	57

Last Year						This Year					
General	SC	ST	OB C	Physically Challenged	Total	General	SC	ST	OB C	Physically Challenged	Total
47	18	1	69	0	135	41	24	1	90	0	156

Demand ratio

Dropout % - 4%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

1. NET coaching in general paper and Sanskrit organized with the financial assistance of Ernakulam Cluster of Colleges
2. Orientation classes for outgoing students on general knowledge.
3. Special sessions on interview and group discussion
4. PSC coaching for final year students
5. Technical assistance in online registration of competitive examinations

No. of students' beneficiaries:

22

5.5 No. of students qualified in these examinations

NET	Nil	SET/SLET	Nil	GATE	Nil	CAT	Nil
IAS/IPS etc	Nil	Kerala PSC	Nil	UPSC	Nil	Others	4*

*K-TET

5.6 Details of student counselling and career guidance:

1. Teachers in charge of the cell regularly interact with students.
2. External expertise is used as and when required.
3. Tutors are directed to identify students under stress/having emotional problems.
4. Regular sessions on career guidance are organized.
5. Provides logistical support for aspiring candidates.
6. Career and Council Cell organizes Career awareness and recruitment programs to final year students.

No. of students benefitted

131

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
1	31	0	8

5.8 Details of gender sensitization programmes:

1. Women's cell organized a talk intended to sensitize students to the increasingly reported atrocities against women. Another program to sensitize the girls on their rights and to empower them against ragging.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events

~~State~~/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

AQAR 2017-2018

Sports : State/ University level

National level

International level

Cultural: State/ University level

Nil

National level

Nil

International level

Nil

5.10 Scholarships and Financial Support

	Number of Students	Amount
Financial support from institution	Nil	Nil
Financial support from government	66	474930/
Financial support from other sources	Nil	-
Number of students who received International/ National recognitions	Nil	-

5.11 Student organized / initiatives

Fairs : State/ University level

Nil

National level

Nil

International level

Nil

Exhibition: State/ University level

Nil

National level

1

International level

Nil

5.12 No. of social initiatives undertaken by the students

3

5.13 Major grievances of students (if any) redressed:

1. More toilet facilities to men.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision: Evolve and energize Sanskrit with a view to creating a refined, scholarly and edified student community.

Mission:

- Enable the greater academic community to appreciate the value Sanskrit and Indology
- Ensure the thrust areas are consistently revised and updated
- Encourage new research and original thinking
- Equip students with pragmatic competence
- Enlighten the society through outreach and extension activities
- Employ effective pedagogical tools in the transaction of Sanskrit

6. 2. Does the Institution have a management Information System:

1. College council is kept informed of everything through teachers/students concerned.
2. It is mandatory to furnish a copy of all fliers and notices to the IQAC coordinator; this helps the Committee to record all events.
3. Major programs of the institution are informed through the college website.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development:

1. One teachers is serving the UG Sanskrit Boards of Studies of Mahatma Gandhi University. Six teachers served the expert committee of MG university at UG level. They play a crucial role in the planning and implementation of curriculum and syllabus.

6.3.2 Teaching and Learning:

1. ICT is used in select classrooms especially the introductory period of UG students.
2. Peer group learning is practiced among postgraduate students and PhD scholars.
3. Seminars and presentations are a part of the syllabus
4. Special coaching for use of Sanskrit in ICT.

66.3.3 Examination and Evaluation

1. Continuous evaluation through internal written examinations is carried out
2. Project reports are to be presented before the final year examinations
3. Monthly debate programs in Sanskrit Sastras for improving the knowledge level of students..

6.3.4 Research and Development

1. The College, as a recognized research center, facilitates doctoral research and other projects. The manuscript library provides services to the researchers to refer and avail required copies for research purposes.

6.3.5 Library, ICT and physical infrastructure / instrumentation

1. Library resources are regularly updated.
2. All departments have computers, internet, laptops, printers, USB and LCD projectors.
3. There is a computer lab where some classes are engaged.
4. A smart classroom arranged with the assistance of Ernakulam cluster of colleges
5. Study materials are provided by IQAC on Sanskrit teaching and Yoga.

6.3.6 Human Resource Management

1. Teaching and office staff are appointed by the Government of Kerala through the Public Service Commission.
2. If regular appointment does not take place, guest teachers are appointed in compliance with the norms laid down by the government.

6.3.7 Faculty and Staff recruitment

1. UGC norms are followed in the appointment of teachers.
2. Vacancies are reported to the KPSC as and when they arise and Govt. of Kerala makes the appointment.

6.3.8 Industry Interaction / Collaboration

NIL

6.3.9 Admission of Students

Through Central Allotment program of MG University

6.4 Welfare schemes for

Teaching	Staff club
Non teaching	Staff club
Students	Cultural Club

6.5 Total corpus fund generated

Nil

6.6 Whether annual financial audit has been done

Yes

✓

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	A committee of 2 experts outside the	Yes	A committee of three teachers from the college

	college			
Administrative	Yes	DCE Audit	Yes	Annual internal Audit by the committee of teaching and non –teaching staff.

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes Yes ☐ No ☒

For PG Programmes Yes ☐ No ☒

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

University rules and regulations are strictly followed in examination reforms. Online question papers are introduced in PG level by University.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

The Govt. of Kerala chooses colleges for autonomy

6.11 Activities and support from the Alumni Association

1. Annual meetings
2. Conducting cultural programs.
3. Providing Scholarships for meritorious students
4. Financial support to the college
5. Financial support to old students and present students.

6.12 Activities and support from the Parent – Teacher Association

An blood donation camp was organized in collaboration with IMA.

6.13 Development programmes for support staff

Support staff attend in-service program offered by IMG and other government agencies

6.14 Initiatives taken by the institution to make the campus eco-friendly

1. Observed World environmental day on June 5
2. Plastic is banned in the campus
3. There is a medicinal garden.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

1. Awards for meritorious students
2. Programs to attract school students to Sanskrit – Special competitions to High school and Higher secondary students who study Sanskrit as their optional language along with annual Sastra Sadas. This year competition at Lower primary level is also initiated.
3. Office reforms to enhance efficiency and transparency.
4. Internet facility is extended to all staff room and Wi-Fi is made available in selected areas.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

1. Notable improvement in the research involvement and output of teachers
2. Entry level courses were conducted to the beginners.
3. Teachers who got Minor research project from UGC are encouraged to submit their project report.
4. Training programs for competitive examinations and NET are conducted.
5. Training in Sanskrit DTP conducted.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

1. Students of National Service Scheme conducted eco-friendly farming awareness program along with JAIVAM 2017 organized by MG University.
2. A program to impart knowledge in Sanskrit and Jyotisha is organized by department of Jyotisha.
3. Students of NSS unit were part of bio-farming in Amballoor Panchayath in Ernakulam District.

****Provide the details in annexure (annexure 3)***

7.4 Contribution to environmental awareness / protection

1. JAIVAM 2017
2. Awareness sessions in 7day camp of NSS
3. Students' participation in bio –farming in connection with the camp.

7.5 Whether environmental audit was conducted? Yes ☒ No ☐

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

Strength	Weakness	Opportunities	Challenges
Library with rare and valuable books along with manuscripts 24 teachers out of 28 permanent teachers are PhD holders. Appointment based on constitutionally defined merit. Financial support and innovative programs by Central and State Governments.	Inadequate infrastructure to provide qualitative educational atmosphere. First generation learners.	Potential to facilitate higher studies and research in Sanskrit and allied subjects.	To bridge divergent disciplines and bring about a meaningful academic confluence.

8.Plans of institution for next year

1. Implementation of Ashtadasi projects.
2. Starting of New courses for public in Sanskrit
3. Preparation of DPR to be submitted to RUSA
4. Conducting awareness programs on different subjects by various cells.

5. Registration in NIRF.

Name

Dr. Ajikumar P V

Dr. K C Suseela

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Annexure I

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission
