



## YEARLY STATUS REPORT - 2022-2023

### Part A

#### Data of the Institution

##### 1. Name of the Institution

PAVANATMA COLLEGE

- Name of the Head of the institution **Dr. Bennichen Scaria**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
  
- Phone no./Alternate phone no. **04868263235**
- Mobile no **9447916868**
- Registered e-mail **mail@pavanatmacollege.org**
- Alternate e-mail **iqac@pavanatmacollege.org**
- Address **Murikkassery P.O. Idukki dt. Kerala**
- City/Town **Idukki**
- State/UT **Kerala**
- Pin Code **685604**

##### 2. Institutional status

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

- Financial Status **UGC 2f and 12(B)**
- Name of the Affiliating University **Mahatma Gandhi University**
- Name of the IQAC Coordinator **Santhosh George**
- Phone No. **9747592938**
- Alternate phone No. **9747592938**
- Mobile **9747592938**
- IQAC e-mail address **iqac@pavanatmacollege.org**
- Alternate Email address **pavantmacollegem@gmail.com**

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

<https://pavanatmacollege.org/public/Pavanatma-IOAC-NAAC?role=IOAC-NAAC>

**4. Whether Academic Calendar prepared during the year?**

**Yes**

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

[https://www.pavanatmacollege.org/assets/images/uploads/Academic\\_Calendar\\_22-23.pdf](https://www.pavanatmacollege.org/assets/images/uploads/Academic_Calendar_22-23.pdf)

**5. Accreditation Details**

| Cycle          | Grade    | CGPA        | Year of Accreditation | Validity from     | Validity to       |
|----------------|----------|-------------|-----------------------|-------------------|-------------------|
| <b>Cycle 3</b> | <b>A</b> | <b>3.01</b> | <b>2016</b>           | <b>17/03/2016</b> | <b>19/03/2024</b> |

**6. Date of Establishment of IQAC**

**01/06/2005**

**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  |
|-----------------------------------|-----------------------|------------------|-----------------------------|---------|
| Pavanatma College, Murickassery   | RUSA                  | UGC              | 2022-23                     | 5425082 |
| Pavanatma College, Murickassery   | Unnath Bharath Abiyan | Govt. of India   | 2022-23                     | 50000   |
| Pavanatma College, Murickassery   | ED Club               | State Government | 2022-23                     | 10500   |

**8. Whether composition of IQAC as per latest NAAC guidelines** **Yes**

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

**9. No. of IQAC meetings held during the year** **12**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report **No File Uploaded**

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

- If yes, mention the amount

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

1. Conducted SWOC Analysis of the College. 2. Submitted AQAR for the year 2021-22. 3. Continued the practice of documentation and information dissemination through blogs and other social media platforms. Further, started the practice of keeping the consolidated list of programmes and events. 4. Participated in NIRF. 5. Implemented all the recommendations given by NAAC peer team in 2016.

**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  |
|---|--|
| Commence a Coaching Centre for Competitive Examination Training.  | Commenced a Coaching Centre for Competitive Examination Training.  |
| Conduct SWOC Analysis of the College                              | Conducted SWOC Analysis of the College                             |
| Complete 2 open stages and Tribal Study Centre & Heritage Museum. | Completed 2 open stages and Tribal Study Centre & Heritage Museum. |
| Participate in NIRF.  | Participated in NIRF.  |
| Submit AQAR for the year 2021-22.                                 | Submitted AQAR for the year 2021-22.                               |

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

- Name of the statutory body

| Name          | Date of meeting(s) |
|---------------|--------------------|
| Staff Council | 06/03/2024         |

**14. Whether institutional data submitted to AISHE**

**Part A****Data of the Institution**

|  |  |
|--|--|
| <b>1.Name of the Institution</b>                     | <b>PAVANATMA COLLEGE</b>                   |
| • Name of the Head of the institution                | <b>Dr. Bennichen Scaria</b>                |
| • Designation  | <b>Principal</b>                           |
| • Does the institution function from its own campus? | <b>Yes</b>                                 |
| • Phone no./Alternate phone no.                      | <b>04868263235</b>                         |
| • Mobile no  | <b>9447916868</b>                          |
| • Registered e-mail                                  | <b>mail@pavanatmacollege.org</b>           |
| • Alternate e-mail                                   | <b>iqac@pavanatmacollege.org</b>           |
| • Address  | <b>Murikkassery P.O. Idukki dt. Kerala</b> |
| • City/Town  | <b>Idukki</b>                              |
| • State/UT   | <b>Kerala</b>                              |
| • Pin Code   | <b>685604</b>                              |
| <b>2.Institutional status</b>                        |  |
| • Affiliated /Constituent                            | <b>Affiliated</b>                          |
| • Type of Institution                                | <b>Co-education</b>                        |
| • Location   | <b>Rural</b>                               |
| • Financial Status                                   | <b>UGC 2f and 12(B)</b>                    |
| • Name of the Affiliating University                 | <b>Mahatma Gandhi University</b>           |
| • Name of the IQAC Coordinator                       | <b>Santhosh George</b>                     |
| • Phone No.  | <b>9747592938</b>                          |

|  |   |                  |                             |               |             |
|--|---|------------------|-----------------------------|---------------|-------------|
| • Alternate phone No.  | 9747592938  |                  |                             |               |             |
| • Mobile   | 9747592938  |                  |                             |               |             |
| • IQAC e-mail address  | iqac@pavanatmacollege.org   |                  |                             |               |             |
| • Alternate Email address  | pavantmacollegem@gmail.com  |                  |                             |               |             |
| <b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>   | <a href="https://pavanatmacollege.org/public/Pavanatma-IQAC-NAAC?role=IQAC-NAAC">https://pavanatmacollege.org/public/Pavanatma-IQAC-NAAC?role=IQAC-NAAC</a>                         |                  |                             |               |             |
| <b>4.Whether Academic Calendar prepared during the year?</b>   | Yes   |                  |                             |               |             |
| • if yes, whether it is uploaded in the Institutional website Web link:  | <a href="https://www.pavanatmacollege.org/assets/images/uploads/Academic_Calendar_22-23.pdf">https://www.pavanatmacollege.org/assets/images/uploads/Academic_Calendar_22-23.pdf</a> |                  |                             |               |             |
| <b>5.Accreditation Details</b>   |   |                  |                             |               |             |
| Cycle  | Grade   | CGPA             | Year of Accreditation       | Validity from | Validity to |
| Cycle 3  | A   | 3.01             | 2016                        | 17/03/2016    | 19/03/2024  |
| <b>6.Date of Establishment of IQAC</b>   |   |                  | 01/06/2005                  |               |             |
| <b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b> |   |                  |                             |               |             |
| Institutional/Department /Faculty  | Scheme  | Funding Agency   | Year of award with duration | Amount        |             |
| Pavanatma College, Murickassery  | RUSA  | UGC              | 2022-23                     | 5425082       |             |
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| Pavanatma College, Murickassery  | ED Club   | State Government | 2022-23                     | 10500         |             |

|  |                           |  |
|--|---------------------------|--|
| <b>8. Whether composition of IQAC as per latest NAAC guidelines</b>  | <b>Yes</b>                |  |
| <ul style="list-style-type: none"> <li>• Upload latest notification of formation of IQAC</li> </ul>  | <a href="#">View File</a> |  |
| <b>9.No. of IQAC meetings held during the year</b>   | <b>12</b>                 |  |
| <ul style="list-style-type: none"> <li>• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>   | <b>Yes</b>                |  |
| <ul style="list-style-type: none"> <li>• If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>   | No File Uploaded          |  |
| <b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>   | <b>No</b>                 |  |
| <ul style="list-style-type: none"> <li>• If yes, mention the amount</li> </ul>   |                           |  |
| <b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>   |                           |  |
| <p>1. Conducted SWOC Analysis of the College. 2. Submitted AQAR for the year 2021-22. 3. Continued the practice of documentation and information dissemination through blogs and other social media platforms. Further, started the practice of keeping the consolidated list of programmes and events. 4. Participated in NIRF. 5. Implemented all the recommendations given by NAAC peer team in 2016.</p> |                           |  |
| <b>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</b>   |                           |  |
|  |                           |  |

|   |  |
|---|--|
| Plan of Action  | Achievements/Outcomes  |
| Commence a Coaching Centre for Competitive Examination Training.  | Commenced a Coaching Centre for Competitive Examination Training.  |
| Conduct SWOC Analysis of the College                              | Conducted SWOC Analysis of the College                             |
| Complete 2 open stages and Tribal Study Centre & Heritage Museum. | Completed 2 open stages and Tribal Study Centre & Heritage Museum. |
| Participate in NIRF.  | Participated in NIRF.  |
| Submit AQAR for the year 2021-22.                                 | Submitted AQAR for the year 2021-22.                               |

|  |     |
|--|-----|
| <b>13.Whether the AQAR was placed before statutory body?</b>                 | Yes |
| <ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul> |     |

|               |                    |
|---------------|--------------------|
| Name          | Date of meeting(s) |
| Staff Council | 06/03/2024         |

|   |                    |
|---|--------------------|
| <b>14.Whether institutional data submitted to AISHE</b> |                    |
| Year  | Date of Submission |
| 2021-2022   | 03/03/2023         |

|   |
|---|
| <b>15.Multidisciplinary / interdisciplinary</b>   |
| <p>Ours is a multidisciplinary institution with various departments in Humanities, Science, Commerce and Languages. In the college, fifth semester undergraduate students have the freedom to choose a course from a cluster of courses irrespective of their program of study. This introduces a certain level of multidisciplinary aspect to all the graduation courses. Being an affiliated institution, Pavanatma college is committed to offer the curriculum prescribed by M G University. Further by providing Add on/Certificate courses in different disciplines and admissions to this course being open to all students facilitate opportunities to multidisciplinary studies. A multidisciplinary printed journal 'PESQUSIA' is published by the college and it</p> |



promotes interdepartmental research activities. To promote a holistic approach to education, we provide yoga and meditation programmes to all students under the aegis of the Department of Physical Education. Students are encouraged to participate in extension programmes, study tours, industry visits, projects, and excursions for it enable them to become aware of contemporary issues and imbibe social skills. All these programmes are complemented by the social service activities of NCC and NSS units of the college. It strengthens the environmental awareness as well as develops social commitment of students.

#### **16.Academic bank of credits (ABC):**

Being an affiliated college having no autonomy of any kind, the institution is not in a position to implement the ABC system envisaged by NEP 2020. Though the internal examinations are conducted in a centralized manner at the college, the conduct of other components of the assessment process such as seminars and viva voce is left to the decision of the faculty concerned. Teachers are advised to give awareness to students on the concept of Academic Bank of Credits.

#### **17.Skill development:**

The College is keen in making efforts to develop various skills of the students. Placement cell of the college takes an important initiatives in this direction. Classes on soft skills are conducted for students in addition to career opportunity awareness programmes which focusses on the necessary skills essential for the specific jobs. In tune with the NEP guidelines, the college has already started the B. Voc animation and accounting courses which facilitates skill acquisition and internships. The Women Cell of the college organizes initiatives such as training in tailoring, four-wheeler and two-wheeler driving, baking and handicraft making. The artistic and sports programmes and other club and association activities are directed at developing various life skills and cultural skills along with the co-curricular and extra -curricular ones. Through the seminars, assignments, projects and field visits, the soft skills like presentation skills and interview skills, general language skills and writing skills are integrated into the curriculum. Skill training programme and courses in various fields are offered by the Departments, Women Empowerment Cell and C-DiT.

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

Even though there exists the lack of availability of textbooks in

regional language for the subjects being taught, teachers make it sure that the concepts expressed in English are elaborated to the students in the regional language [Malayalam]. Pavanatma management is dedicated to impart the rich heritage of India to its students. In this spirit, the college celebrates 'Vayana Varam' (Reading Day), 'Yoga Day' and other such days of traditional significance. Further impetus is given to the regional and national languages and traditional arts by conducting literary competitions and college arts festivals. Students are being taught 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. Value enhancement programmes conducted regularly in the college instill in our youth with morals that will bring glory to our Nation. The Hindi Department, even being a single faculty department conducts various programmes for popularization of Hindi. By nurturing a herbal Garden, we are providing the pieces of valuable knowledge about Indian medicinal system to students. The institution also takes effort to integrate the Indian tradition and culture through celebrating days of National importance as well as national festivals like Holi along with regional festivals.

#### **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 has devised a mechanism to operate OBE. The affiliating university has prepared Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) on the basis of learning objectives mentioned in the university syllabi. The Academic Management System of the college PAAMS enables the smooth implementation of OBE. The exam assessment and the monitoring of the attainment of the Course Outcome are done in the PAAMS framework. Students are made aware of outcome-based education and attainment of outcomes, through orientations right from the time of admission. The attainment of outcome is monitored through the continuous evaluation committee constituted by the college.

#### **20.Distance education/online education:**

The college ensures to provide students to learn and explore through ICT-enabled classrooms. The pandemic scenario was efficiently handled through ICT tools like Zoom, Webex, Google Classroom, Google Meet, etc. The college makes use of PAAMS (Pavanatma Administrative and Management System) to monitor and

record attendance and evaluation reports of the students. This transparent information system provides students with the knowledge of their academic status and helps their progress in the same. Online learning assessments are done through Quizzes, and Google forms. 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. Many of the faculty members have attended Faculty Development Programmes in the online mode. Teachers and students have been provided with g-suite ids to access the same.

## Extended Profile

### 1.Programme

|   |            |
|---|------------|
| 1.1<br>Number of courses offered by the institution across all programs during the year | <b>581</b> |
|---|------------|

| File Description | Documents                 |
|------------------|---------------------------|
| Data Template    | <a href="#">View File</a> |

### 2.Student

|   |             |
|---|-------------|
| 2.1<br>Number of students during the year | <b>1014</b> |
|---|-------------|

| File Description                        | Documents                 |
|---|---------------------------|
| Institutional Data in Prescribed Format | <a href="#">View File</a> |

|   |            |
|---|------------|
| 2.2<br>Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year | <b>584</b> |
|---|------------|

| File Description | Documents                 |
|------------------|---------------------------|
| Data Template    | <a href="#">View File</a> |

|  |            |
|--|------------|
| 2.3<br>Number of outgoing/ final year students during the year | <b>394</b> |
|--|------------|

| File Description   | Documents                 |
|--|---------------------------|
| Data Template  | <a href="#">View File</a> |
| <b>3.Academic</b>  |                           |
| 3.1<br>Number of full time teachers during the year                      | 60                        |
| File Description   | Documents                 |
| Data Template  | <a href="#">View File</a> |
| 3.2<br>Number of sanctioned posts during the year                        | 66                        |
| File Description   | Documents                 |
| Data Template  | <a href="#">View File</a> |
| <b>4.Institution</b>   |                           |
| 4.1<br>Total number of Classrooms and Seminar halls                      | 52                        |
| 4.2<br>Total expenditure excluding salary during the year (INR in lakhs) | 150.60101                 |
| 4.3<br>Total number of computers on campus for academic purposes         | 88                        |

## 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

To ensure the effective implementation of the curriculum provided by the affiliating University in alignment with the institution's mission and vision, the college has established a committee called the Curriculum Planning and Implementation Committee (CPIC). This committee creates an academic calendar for the year that includes

all scheduled academic activities, such as curricular, extracurricular, and extension programs. To familiarize faculty and students with the curriculum framework, separate workshops are offered by CPIC and IQAC (Internal Quality Assurance Cell). Monthly departmental meetings and yearly reports collected by CPIC are used to monitor and assess the curriculum's implementation. To support students' academic journey, the Student Academic Support Cell (SASC) designs bridge courses to address knowledge gaps in incoming students, enrichment programmes for advanced learners, and remedial coaching for underachievers. In addition to the core curriculum, the college provides various opportunities for enrichment. These include certificate programmes, value-added programmes, skill development initiatives, and career-oriented add-on programmes. Moreover, seminars and workshops on advanced subjects are organized. To instill values, all students are required to take a course on value education before graduation. The efficiency of the curriculum implementation process is evaluated through internal and external examinations, as well as feedback from teachers, students, alumni, and parents.

| File Description                    | Documents   |
|-------------------------------------|---|
| Upload relevant supporting document | <a href="#">View File</a>   |
| Link for Additional information     | <a href="https://naac.pavanatmacollege.org/Pavanathama-College/1.1.1supportingdocuments2_final.pdf">https://naac.pavanatmacollege.org/Pavanathama-College/1.1.1supportingdocuments2_final.pdf</a> |

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

The Curriculum Planning and Implementation Committee (CPIC) is responsible for creating the Academic Calendar, ensuring that it complies with the Continuous Internal Evaluation (CIE) rules and regulations set by the affiliating University. The Internal Examination Cell (IEC) of the college establishes procedures for conducting internal assessments, which are explained to the students during the Induction programme, highlighting the importance of CIE and its schedule. For both Postgraduate (PG) and Undergraduate (UG) courses, the CIE components include attendance, test results, and assignments/seminars. Internal exams are conducted centrally, and each faculty member evaluates the answer sheets within two weeks of the exams. The Academic Calendar

provides tentative dates for the First and Second Internal Examinations. The IEC designs the CIE timetable based on the curriculum's progress in each semester. Just before the University Examinations, a model examination is conducted. The Internal Examination Cell sets a schedule for uploading internal marks, publishing Forms A and B, and forwarding them to the respective Departments. Students can access their individual grades through a link on the college website, ensuring both confidentiality and transparency.

| File Description                    | Documents   |
|-------------------------------------|---|
| Upload relevant supporting document | <a href="#">View File</a>   |
| Link for Additional information     | <a href="https://www.pavanatmacollege.org/assets/images/uploads/Examination_calender_22-23.pdf">https://www.pavanatmacollege.org/assets/images/uploads/Examination_calender_22-23.pdf</a> |

**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

**A. All of the above**

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

## 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**

0

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information                              | No File Uploaded          |
| Minutes of relevant Academic Council/ BOS meetings      | <a href="#">View File</a> |
| Institutional data in prescribed format (Data Template) | <a href="#">View File</a> |

## 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)

14

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | <a href="#">View File</a> |
| Brochure or any other document relating to Add on /Certificate programs | <a href="#">View File</a> |
| List of Add on /Certificate programs (Data Template )                   | <a href="#">View File</a> |

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

508

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | <a href="#">View File</a> |
| Details of the students enrolled in Subjects related to certificate/Add-on programs | <a href="#">View File</a> |

## 1.3 - Curriculum Enrichment

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

The institution has a well-structured and established system and policy to incorporate value-based education and crosscutting issues, such as women's empowerment, gender equity, environmental protection, and awareness, into the curriculum. They are making concerted efforts to enhance communication skills, promote gender sensitization, develop personalities, and foster environmental

preservation. The Career Guidance and Placement (CGP) cell organizes numerous career guidance programs. In the Undergraduate (UG) programs, the college provides 15 courses that include sessions on professional ethics and ethical considerations relevant to respective fields. Additionally, they offer 15 courses that address gender-related topics, covering women's emancipation, empowerment, gender disparity elimination, and combating stereotyping, oppression, and discrimination. The Equal Opportunity Cell (EOC) and the Women's Cell organize various gender sensitization programs. Furthermore, the college offers 21 courses across different UG programs that focus on universal human values. They conduct outreach initiatives, including visits to palliative care units, social awareness campaigns, surveys, orphanage visits, and charity activities, to sensitize students about human values and social responsibility. To raise awareness of social issues, various clubs and associations, such as NSS, NCC, CSM, EOC, departmental associations, etc., engage students in different activities.

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | <a href="#">View File</a> |
| Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum. | <a href="#">View File</a> |

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

37



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

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

887

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | <a href="#">View File</a> |
| List of programmes and number of students undertaking project work/field work/ /internships (Data Template) | <a href="#">View File</a> |

## 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**

A. All of the above

| File Description  | Documents   |
|---|---|
| URL for stakeholder feedback report   | <a href="https://pavanatmacollege.org/public/Pavanatma-IQAC-NAAC?role=IQAC-Feedback">https://pavanatmacollege.org/public/Pavanatma-IQAC-NAAC?role=IQAC-Feedback</a> |
| Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management | <a href="#">View File</a>   |
| Any additional information  | <a href="#">View File</a>   |

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

A. Feedback collected, analyzed and action taken and feedback available on website

| File Description                  | Documents   |
|-----------------------------------|---|
| Upload any additional information | <a href="#">View File</a>   |
| URL for feedback report           | <a href="https://pavanatmacollege.org/public/Pavanatma-IQAC-NAAC?role=IQAC-Feedback">https://pavanatmacollege.org/public/Pavanatma-IQAC-NAAC?role=IQAC-Feedback</a> |

## 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

362

| File Description                        | Documents                 |
|---|---------------------------|
| Any additional information              | <a href="#">View File</a> |
| Institutional data in prescribed format | <a href="#">View File</a> |

#### 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

167

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information                                    | <a href="#">View File</a> |
| Number of seats filled against seats reserved (Data Template) | <a href="#">View File</a> |

### 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

To select advanced and slow learners Student Academic Support Cell (SASC) conducted a pretest for all first-year degree students on

29th August 2022 which consisted of 10 questions containing five general English questions and five current affairs questions common for all departments. Total marks can be 30. Those students who obtained 23 marks and above for the test are categorized as Advanced Learners and those who secure 12 marks and below are categorized as Slow Learners. As a result, 35 slow learners and 48 advanced learners were selected. SASC provided a list of Advanced and Slow Learners to departments, bridge course coordinator, and remedial coaching coordinator.

SASC is also functioning jointly with the Mentoring Cell for continuous monitoring of students throughout the year.

SASC organized an orientation program for all students on 20 June 2022 by the resource person Mr. Roshy Augustine, Hon. Minister of Water Resources, Kerala. For all first year-degree students SASC organized an orientation program on 31 August 2022 by the resource person Dr. Babu Sebastian, Former Vice Chancellor, Mahatma Gandhi University, Kottayam.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://www.pavanatmacollege.org/assets/images/uploads/Mentoring_Cell_Activities_22-23.pdf">https://www.pavanatmacollege.org/assets/images/uploads/Mentoring_Cell_Activities_22-23.pdf</a> |
| Upload any additional information     | <a href="#">View File</a>   |

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

| Number of Students | Number of Teachers |
|--------------------|--------------------|
| 1014               | 60                 |

| File Description           | Documents                 |
|----------------------------|---------------------------|
| Any additional information | <a href="#">View File</a> |

## 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 prioritize student needs, interests, and**

active participation in learning. They empower students, fostering engagement, critical thinking, and problem-solving skills, shifting away from a teacher-centered approach. Different departments, cells, clubs and forums in the college use various student centric methods including experiential, participative and problem solving methodologies.

In a nutshell, the different student centric methods conducting in our organisation throughout the year includes Internship, Industry / Field Visit, Study Tour, Laboratory Experiments, Projects/ Survey, Interview, Competitions, Workshop, Awareness Programme, Exhibition, Student/Faculty Exchange Programme, Extension/Outreach Programmes, Cultural / literary events, Assignment, Seminar, Book/ Article Review, Peer Teaching, Group Discussion, Question Bank Preparation, Outdoor Learning, Video/ Audio Recorded Classes, Flipped Classroom, Invited Talks, Webinars/ Seminars & Paper Presentations, E-content Development, Quiz & Reverse Quiz, Debate, Discussion, Question Answer Session, Brainstorming Session, study notes using Fliphtml, Canva, Beamer, enrolment in MOOC/SWAYAM Courses, Career training sessions, Competitive Exam Training, Soft Skill Training etc. Blogs are used for documentation.

Giving top priority to the learners and their holistic educational needs, we enhance experiential, participatory, and problem-solving learning strategies. The Internal Quality Assurance Cell (IQAC) organizes institutional faculty training sessions. The Innovative Teaching Promotion Cell motivates the faculty through orientation seminars and messages.

| File Description                  | Documents   |
|-----------------------------------|---|
| Upload any additional information | <a href="#">View File</a>   |
| Link for additional information   | <a href="https://pavanatmacollege.org/public/Pavanatma-Virtual-Classroom">https://pavanatmacollege.org/public/Pavanatma-Virtual-Classroom</a> |

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

The post-Covid era has witnessed a shift towards blended learning, combining traditional and online instruction. Learning Management Systems and e-learning resources have revolutionized the teaching-learning process in colleges, yielding improved educational outcomes through learner engagement and flexibility. Our college has developed Pavanatma Academic and Administrative Monitoring

System (PAAMS) software. Faculty members utilize ICT tools in classrooms, including multimedia aids, LCD projectors, smart classrooms, and internet-enabled computers, Whatsapp, Telegram etc. Audio-video classes are used for peer learning. Our digital library offers electronic resource packages like Inflibnet (n-list) and NDL, along with audiobooks for differently-abled students. The library also provides a repository of question banks and access to research journals online. Creative applications like Kahoot, Brain trainer, Space chem, and Simple Physics are employed to make learning engaging. We have a collection of web and video courses from NPTEL, accessible to faculty and students. Google Classroom is used for assignments, tests, quizzes, and sharing additional notes. Various departments offer e-contents of erudite lecture series, and Shodhganga, the reservoir of Indian theses, is accessible in the library. Google drive, sheets, docs, slides etc. is used for real time editing and processing of projects etc. Different Blogs are used for documentation purposes.

| File Description  | Documents                 |
|---|---------------------------|
| Upload any additional information   | <a href="#">View File</a> |
| Provide link for webpage describing the ICT enabled tools for effective teaching-learning process | <a href="#">View File</a> |

### 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

60

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

### 2.4 - Teacher Profile and Quality

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

60

| File Description   | Documents                 |
|--|---------------------------|
| Full time teachers and sanctioned posts for year (Data Template) | <a href="#">View File</a> |
| Any additional information                                       | <a href="#">View File</a> |
| List of the faculty members authenticated by the Head of HEI     | <a href="#">View File</a> |

#### 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

16

| File Description   | Documents                 |
|--|---------------------------|
| Any additional information   | <a href="#">View File</a> |
| 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) | <a href="#">View File</a> |

#### 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

355

| File Description   | Documents                 |
|--|---------------------------|
| Any additional information   | <a href="#">View File</a> |
| List of Teachers including their PAN, designation, dept. and experience details(Data Template) | <a href="#">View File</a> |

## 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.

- To maintain transparency and ensure that students are well-informed about the CBCS internal evaluation procedures, the coordinator of the internal examination cell (IEC) conducts orientation sessions at the beginning of each academic year.
- An academic calendar is prepared and published in the college website.
- Two internal are conducted in each semester in a centralized manner.
- IEC is responsible for scheduling these exams, collecting question papers, preparing invigilation rosters etc.
- Examination schedule is communicated to students two weeks in advance.
- After the internal examinations, transparency is maintained by returning evaluated answer scripts to students within one week. These valued scripts are discussed individually with students, and retained in the respective departments until the end of the semester.
- Students who miss the initial tests are given the opportunity to appear for supplementary examinations, and also a chance to improve their scores.
- Progress reports that include attendance and marks from internal tests are distributed to parents during department-level parent's meetings.
- To ensure accessibility, internal marks and attendance details are uploaded promptly onto the college's software system, PAAMS and also made available on the notice board
- Students are required to verify their signatures on these sheets before uploading to the university portal.

| File Description                | Documents   |
|---------------------------------|---|
| Any additional information      | <a href="#">View File</a>   |
| Link for additional information | <a href="https://pavanatmacollege.org/public/Index">https://pavanatmacollege.org/public/Index</a> |

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

The Internal Examinations Cell Coordinator plays a crucial role in assisting students with the grievance-related mechanism concerning

internal examinations. Students are given an orientation session regarding the redressal procedure.

In case of any grievances related to internal examination conduct or answer script valuation, students have the option to contact the concerned faculty at the first stage, HOD at the second stage, and the grievance redressal cell at the next stage. Students can submit a complaint through Google Forms or through a designated Complaint Box. Students have the opportunity to retest after filling the retest form.

To maintain transparency and fairness, students can independently calculate their marks and cross-verify them with the assessments made by the subject teachers, adhering to the University regulations. The college directory and website contain the published grievance redressal policy, form etc. along with contact information for the Grievance Cell, including email and phone numbers.

Furthermore, the departments conduct Class PTA meetings after internal examinations to foster open communication and address any student-related concerns.

Overall, the internal examinations cell, along with the Grievance Redressal Cell and other relevant departments, works cohesively to ensure a smooth and fair examination process, promoting a conducive learning environment for all students.

| File Description                | Documents   |
|---------------------------------|---|
| Any additional information      | <a href="#">View File</a>   |
| Link for additional information | <a href="https://pavanatmacollege.org/public/examinations?role=Grievances-Redressal">https://pavanatmacollege.org/public/examinations?role=Grievances-Redressal</a> |

## 2.6 - Student Performance and Learning Outcomes

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

The college is affiliated with Mahatma Gandhi University Kottayam and offers programmes that have been designed by the university. To evaluate student performance based on outcomes, the Outcome-Based Education (OBE) Cell of Pavanatma College has implemented an outcome-based education system.



Each programme at the college has specific outcomes that have been developed by the respective departments. The college has also formulated ten programme outcomes that apply across all programmes.

The principal has appointed an OBE Coordinator who oversees the implementation and coordination of the system. Faculty members, including newly appointed faculty, receive annual awareness and training to familiarize themselves with the OBE system.

The Curriculum Planning and Implementation Committee (CPIC) of the college has made the curriculum framework and curriculum implementation plan available on the college website. This information is provided to the students during the orientation/induction programme at the beginning of each academic year.

The college has developed a procedure and a programme to calculate outcome attainments which are integrated into its software system called Pavanatma Academic and Administrative Management System (PAAMS). Internal marks, external marks and the OBE style of each course are recorded in PAAMS. Using this information, PAAMS generates various attainments related to OBE.

| File Description  | Documents   |
|---|---|
| Upload any additional information                       | <a href="#">View File</a>   |
| Paste link for Additional information                   | <a href="https://www.pavanatmacollege.org/public/Pavanatma-Learning-Outcome">https://www.pavanatmacollege.org/public/Pavanatma-Learning-Outcome</a> |
| Upload COs for all Programmes (exemplars from Glossary) | <a href="#">View File</a>   |

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

#### CO Attainment

The results of the first and second internal exams, assignments, and university exams serve as our four direct assessment methods. For COs, there are three levels of attainment.

The ultimate CO attainment for each CO is calculated using the formula CO attainment = 50% internal attainment + 50% university attainment. We find the internal CO attainment and attainment of COs from university examination marks independently.

### PSO Attainment Feedback

We determine the PSO Actual and PSO Attainment of each PSO using the CO-PSO Mapping Matrix and Final CO Attainments. Then

PSO feedback % = (PSO Attained / PSO Actual) X 100.

There are 3 attainment levels for PSOs.

### PO Attainment Feedback

Using the CO-PO mapping matrix and final CO attainments we calculate PO Actual and PO attainment of each PO. Then

PO feedback %= (PO Attained / PO Actual) X 100.

There are 3 attainment levels for POs.

### Final Calculation

The sum of the PO and PSO attainment levels for each course yields the final attainment levels. Next, we decide whether or not our goal—which we can fix as level 2 or level 3—has been achieved. If not, we must take corrective action to increase the degree of accomplishment.

| File Description                      | Documents   |
|---------------------------------------|---|
| Upload any additional information     | <a href="#">View File</a>   |
| Paste link for Additional information | <a href="https://www.pavanatmacollege.org/assets/images/uploads/PO_PSO_ATTAINMENT.pdf">https://www.pavanatmacollege.org/assets/images/uploads/PO_PSO_ATTAINMENT.pdf</a> |

## 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

283

| File Description   | Documents   |
|--|---|
| Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template) | <a href="#">View File</a>   |
| Upload any additional information  | <a href="#">View File</a>   |
| Paste link for the annual report   | <a href="https://pavanatmacollege.org/public/Pavanatma-IQAC-NAAC?role=Annual%20Report">https://pavanatmacollege.org/public/Pavanatma-IQAC-NAAC?role=Annual%20Report</a> |

## 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://pavanatmacollege.org/public/Pavanatma-IQAC-NAAC?role=IQAC-Feedback>

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

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

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

0.50

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

**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**

6

| File Description                        | Documents                 |
|---|---------------------------|
| Any additional information              | <a href="#">View File</a> |
| Institutional data in prescribed format | <a href="#">View File</a> |

### 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

1

| File Description  | Documents   |
|---|---|
| List of research projects and funding details (Data Template) | <a href="#">View File</a>   |
| Any additional information                                    | No File Uploaded  |
| Supporting document from Funding Agency                       | <a href="#">View File</a>   |
| Paste link to funding agency website                          | <a href="https://unnatbharatabhiyan.gov.in/">https://unnatbharatabhiyan.gov.in/</a> |

## 3.2 - Innovation Ecosystem

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

**Tribal Study Centre:** Established in 2002, is committed to researching and promoting tribal cultures.

**Histo Museum** - Stands as a testament to the college's commitment to preserving and showcasing historical artifacts, documents, and exhibits.

**Herbal Garden** - a rich and diverse herbal garden, housing a collection of rare medicinal plants.

**Vedic Mathematics** - The Certificate Course on Vedic Mathematics, organized by Department of Mathematics

**IPR Workshop** - The IPR Research Methodology Workshop, held at Pavanatma College Murickassery by various departments.

**Department Libraries:** Pavanatma College boasts rich resources through its department libraries. The central library covers diverse subjects with a collection of over 20525 books, CDs, and DVDs

**Research Project Promotion Cell:** The RPC actively promotes research at Pavanatma College by facilitating workshops, securing research grants, and fostering collaborations.

**Research Policy:** Pavanatma College's research policy aims to create a supportive environment, encourage engagement in research, and facilitate collaboration.

**Publication Wing:** The Publication Wing, established in 2005.

**PESQUISA:** Published by the Publication Wing, PESQUISA is an interdisciplinary, peer-reviewed research journal.

**PAAMS:** Web-based software, streamlines academic and administrative activities at Pavanatma College.

**E D Club - Inculcating Entrepreneurial Culture amongst youth and equip them with the skills.**

| File Description                      | Documents  |
|---------------------------------------|--|
| Upload any additional information     | <a href="#">View File</a>  |
| Paste link for additional information | <a href="https://www.youtube.com/watch?v=NnuMQIZ0gL">https://www.youtube.com/watch?v=NnuMQIZ0gL</a><br><a href="#">E</a> |

### 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

8

| File Description   | Documents                 |
|--|---------------------------|
| Report of the event  | <a href="#">View File</a> |
| Any additional information                                     | No File Uploaded          |
| List of workshops/seminars during last 5 years (Data Template) | <a href="#">View File</a> |

### 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

19

| File Description   | Documents   |
|--|---|
| URL to the research page on HEI website  | <a href="https://pavanatmacollege.org/public/Pavanatma-Research">https://pavanatmacollege.org/public/Pavanatma-Research</a> |
| List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template) | <a href="#">View File</a>   |
| Any additional information   | <a href="#">View File</a>   |

#### 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

74

| File Description   | Documents                 |
|--|---------------------------|
| Any additional information   | <a href="#">View File</a> |
| List of research papers by title, author, department, name and year of publication (Data Template) | <a href="#">View File</a> |

#### 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

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | <a href="#">View File</a> |
| List books and chapters edited volumes/ books published (Data Template) | <a href="#">View File</a> |

### 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

In the academic year 2022-2023, the National Service Scheme (NSS) and various departments at Pavanatma College orchestrated a series of impactful extension activities. The Cloth Collection Campaign, held on July 26, 2022, embodied the theme "A Helping Hand to Cancer Patients." Ten NSS volunteers collected clothing donations for cancer patients at Palliative Care Alphonsa Hospital.

In collaboration with Alphonsa Hospital, NSS organized a Free Medical Camp on July 31, 2022, addressing barriers to medical access and highlighting the potent synergy between education and healthcare.

On August 23, 2022 Blood Donation Camp saw twenty students generously donating blood, replenishing blood banks and reinforcing NSS's commitment to community welfare and healthcare support.

The Miss a Meal program, initiated by the Department of English on September 2, 2022, fostered community and solidarity, showcasing the power of collective action.

The Plastic Removal Campaign on September 24, 2022, contributed to environmental sustainability and raising awareness about the detrimental effects of plastic pollution.

Numerous other activities, such as Old Age Home Visits, Fundraising Initiatives, Antidrug Awareness Drives, and Educational Outreach efforts, highlighted the NSS's multifaceted contributions to societal well-being, emphasizing empathy, community engagement, and the transformative impact of collective

## efforts.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://pavanatmacollege.org/public/Pavanatma-Student-Support?role=NSS">https://pavanatmacollege.org/public/Pavanatma-Student-Support?role=NSS</a> |
| Upload any additional information     | <a href="#">View File</a>   |

### 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

8

| File Description   | Documents                 |
|--|---------------------------|
| Any additional information   | No File Uploaded          |
| Number of awards for extension activities in last 5 year (Data Template) | <a href="#">View File</a> |
| e-copy of the award letters  | <a href="#">View File</a> |

### 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

16

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



**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**

848

| File Description   | Documents                 |
|--|---------------------------|
| Report of the event  | <a href="#">View File</a> |
| Any additional information   | <a href="#">View File</a> |
| Number of students participating in extension activities with Govt. or NGO etc (Data Template) | <a href="#">View File</a> |

**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**

7

| File Description   | Documents                 |
|--|---------------------------|
| e-copies of related Document   | <a href="#">View File</a> |
| Any additional information   | <a href="#">View File</a> |
| Details of Collaborative activities with institutions/industries for research, Faculty | <a href="#">View File</a> |

**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**

23

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

## 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 has 43 smart class rooms ICT enabled with LCD projectors or digital displays to integrate technology in teaching with class room practices. Departments are equipped with desktops, laptops and internet facility. Important areas and examination halls are under CCTV camera surveillance. The college provides water filters and coolers on each floor for sufficient supply of safe drinking water. The office is computerised in order to ensure speedy processing of admission, payment of fees and similar services to students and teachers. The front office is organised for providing information. The college has one main auditorium and three seminar halls. The College provides reprographic facilities and internet browsing centre for the benefit of students and research scholars through the library. A separate reprographic and printing facility also functioning in the campus. The College runs two hostels for women and provides residence for teachers. The campus provides ample space for leisure and recreation too. An indoor stadium, outdoor stadium, yoga center and gymnasium available in the campus. A store is functioning on the campus for the provision of stationery and study materials for students. A Chapel/Prayer Hall is also arranged on the campus for prayer and meditation. The college has separate rooms for IQAC, NSS, NCC Counselling and Career Guidance, Women's Cell, Mini Cafeteria for students and staff members, Rest room for girls, and a Placement Unit.

| File Description                      | Documents   |
|---------------------------------------|---|
| Upload any additional information     | <a href="#">View File</a>   |
| Paste link for additional information | <a href="https://pavanatmacollege.org/public/Pavanatma-Campus_life-Main?id=UklQN08xalEwb1RpbUkrZfJwRHV1QT09">https://pavanatmacollege.org/public/Pavanatma-Campus_life-Main?id=UklQN08xalEwb1RpbUkrZfJwRHV1QT09</a> |

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

**Facilities for Sports:** Indoor stadium in national standard which equipped with facilities for Volleyball, Shuttle Badminton, Table Tennis , Wrestling, Yoga etc. The facility became venue of 3 national championships including All India Inter University Volleyball Championship 2022-23. The indoor stadium has facilities for practicing Volleyball, Shuttle Badminton, wrestling, yoga & Table tennis. Athletics 200 meters track, Equipment for athletics field events like shot put, javelin throw, discus throw and hammer throw. Facilities for outdoor games- Basketball court, Volleyball court, Multipurpose playground, Football ground, Gymnasium, Weight lifting equipment, Power lifting equipment, Weight training facility with weight plates and bars, Physical fitness centre for boys and girls.

College has an auditorium which can house 1000 persons, Sufficient numbers of fiber chairs are provided. The auditorium is equipped with Dolby woofer sound system, stage curtains, amplifiers, accessories etc.

A well designed open stage is constructed in the campus recently for cultural activities. An open stage is also facilitated in the academic building.

The NSS & NCC Units of Pavanatma have office rooms with sufficient facilities to keep the documents, uniforms, and equipment etc.

The college has a public address system with speakers.

| File Description                      | Documents   |
|---------------------------------------|---|
| Upload any additional information     | <a href="#">View File</a>   |
| Paste link for additional information | <a href="https://pavanatmacollege.org/public/Pavanatma-Campus_life-Main?id=YzFMUWY1QmtYRU5QaVkydlZqSnZvUT09">https://pavanatmacollege.org/public/Pavanatma-Campus_life-Main?id=YzFMUWY1QmtYRU5QaVkydlZqSnZvUT09</a> |

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

43

| File Description  | Documents   |
|---|---|
| Upload any additional information   | <a href="#">View File</a>   |
| Paste link for additional information   | <a href="https://pavanatmacollege.org/public/Pavanatma-Campus_life-Main">https://pavanatmacollege.org/public/Pavanatma-Campus_life-Main</a> |
| Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template) | <a href="#">View File</a>   |

#### 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)

40. 04861

| File Description  | Documents                 |
|---|---------------------------|
| Upload any additional information   | <a href="#">View File</a> |
| Upload audited utilization statements   | <a href="#">View File</a> |
| Upload Details of budget allocation, excluding salary during the year (Data Template) | <a href="#">View File</a> |

## 4.2 - Library as a Learning Resource

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

The library has been automated using KOHA 20.11.02.000 version. This enables automated sharing and discharging of books. Library provides a reading room which makes available Newspapers, Journals, and Magazines easily accessible for all. Free access to the Internet facility is also provided for all the users. Special reference sections are maintained for teachers publication, Career Guidance, Kerala History, Gandhian Studies, and various competitive exams. The working hours of the library is from 8.30 AM to 5 PM on all working days. The library provides access to 20531 books, 18journals and 35 magazines. More than 7periodicals, periodical bound volumes CD' ROM, etc. is made available in the library. Library is equipped with user friendly interface softwareviz.IILMS-KOHA. Library facilitates Web OPAC, remote access to users are provides a platform to both students and teachers for N LIST subscription of Inflibnet. This Inflibnet facility provides access to more than 6000 journals and 1,99,500 e-books and National Digital Library- 600000 e-books which is really beneficial for students and research scholars. In our college library provide D-Space software our repository we are uploading question papers, teachers article, chapters etc.

| File Description                      | Documents   |
|---------------------------------------|---|
| Upload any additional information     | <a href="#">View File</a>   |
| Paste link for Additional Information | <a href="https://pavanatmacollege.org/public/pavana-tma-library">https://pavanatmacollege.org/public/pavana-tma-library</a> |

**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   | <a href="#">View File</a> |
| Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template) | <a href="#">View File</a> |

**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)

##### 4.23

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

#### 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

##### 17.6

| File Description                                  | Documents                 |
|---|---------------------------|
| Any additional information                        | <a href="#">View File</a> |
| Details of library usage by teachers and students | <a href="#">View File</a> |

#### 4.3 - IT Infrastructure

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

Pavanatma has 63 Desktop computers and 58 laptop computers and all these 121 computers have Internet facility. The computer -student ratio is 1: 9. The Configuration used in the above computers differ. The desktops have processors ranging from Celeron to Corei5 Pentium, RAM ranging from 512 MB to 8 GB, SSD capacity ranging from 256-512 GB, Hard disk capacity ranging from 80 GB to 500 GB, monitors ranging from 14.5 inches LCD to 20 inches LED with optical mouse and Key Boards. Windows XP / Window 7 / Windows 8 / Windows10/ LinuxUbuntu/ lubandu are used as operating systems in these computers. In the Physics Department 12 computers are connected by LAN facility.1 Gbps VPNoBB connection installed in the College by BSNL is providing Internet connectivity in the campus. The campus is wire-free and the students and the staff can access Internet facility everywhere in the built-up areas of the campus. In case of a failure in Wi-Fi connectivity, the computers provided in the library, computer lab and the departments have

direct Internet connection.. Students staying in hostel are provided with Internet facility. Teachers and students can log-in to INFLIBNET on-campus and off-campus using the log-in password.

| File Description                      | Documents   |
|---------------------------------------|---|
| Upload any additional information     | <a href="#">View File</a>   |
| Paste link for additional information | <a href="https://pavanatmacollege.org/public/Pavanatma-Campus life-Main?id=NDFGTGs0YURHdW83R3hhSUgvbERQOT09">https://pavanatmacollege.org/public/Pavanatma-Campus life-Main?id=NDFGTGs0YURHdW83R3hhSUgvbERQOT09</a> |

#### 4.3.2 - Number of Computers

121

| File Description                  | Documents                 |
|-----------------------------------|---------------------------|
| Upload any additional information | <a href="#">View File</a> |
| List of Computers                 | <a href="#">View File</a> |

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

| File Description   | Documents                 |
|--|---------------------------|
| Upload any additional Information  | No File Uploaded          |
| Details of available bandwidth of internet connection in the Institution | <a href="#">View File</a> |

#### 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)

19.61528

| File Description  | Documents                 |
|---|---------------------------|
| Upload any additional information   | <a href="#">View File</a> |
| Audited statements of accounts  | <a href="#">View File</a> |
| Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates) | <a href="#">View File</a> |

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.

The representative of the Manager-the Bursar- stays in the campus and personally monitors the maintenance and upkeep of infrastructure facilities. The inventory control procedures of Pavanatma makes the Principal accountable for the supervision, control, and inventory of all property of the College and requires such property, except for expendables, be inventoried annually. The college has service agreements with qualified technicians for the timely maintenance of electrical equipment, wiring, plumbing etc. The technical staff in the Physics and Chemistry laboratories have been given adequate training by various suppliers for the proper maintenance and upkeep of the equipment. The college has service agreements with suppliers for the proper servicing of the laboratory equipment. A permanent staff has been appointed for the maintenance of IT infrastructure. UPS and generator backup for the availability of regulated and uninterrupted power. Water distillation facility in the Chemistry laboratory for the constant availability purified water. Service agreement with qualified electrician and plumber for the prompt repair of wiring and plumbing defects/faults. Regular technical staff in the Physics and Chemistry laboratories for the timely maintenance of equipment.

| File Description                      | Documents   |
|---------------------------------------|---|
| Upload any additional information     | No File Uploaded  |
| Paste link for additional information | <a href="https://www.pavanatmacollege.org/assets/images/uploads/ICT_Policy.pdf">https://www.pavanatmacollege.org/assets/images/uploads/ICT_Policy.pdf</a> |

## 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

436

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

### 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

83

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

**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   | <a href="https://pavanatmacollege.org/public/Pavana-tma-Student-Support?role=Career-Guidance">https://pavanatmacollege.org/public/Pavana-tma-Student-Support?role=Career-Guidance</a> |
| Any additional information  | <a href="#">View File</a>   |
| Details of capability building and skills enhancement initiatives (Data Template) | <a href="#">View File</a>   |

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

67

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

810

| File Description   | Documents                 |
|--|---------------------------|
| Any additional information   | <a href="#">View File</a> |
| Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template) | <a href="#">View File</a> |

**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 | <a href="#">View File</a> |
| Upload any additional information  | <a href="#">View File</a> |
| Details of student grievances including sexual harassment and ragging cases  | <a href="#">View File</a> |

## 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

164

| File Description   | Documents                 |
|--|---------------------------|
| Self-attested list of students placed                        | <a href="#">View File</a> |
| Upload any additional information                            | No File Uploaded          |
| Details of student placement during the year (Data Template) | <a href="#">View File</a> |

### 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

134

| File Description                                   | Documents                 |
|--|---------------------------|
| Upload supporting data for student/alumni          | <a href="#">View File</a> |
| Any additional information                         | No File Uploaded          |
| Details of student progression to higher education | <a href="#">View File</a> |

### 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

6

| File Description   | Documents                 |
|--|---------------------------|
| Upload supporting data for the same  | <a href="#">View File</a> |
| Any additional information   | No File Uploaded          |
| Number of students qualifying in state/ national/ international level examinations during the year (Data Template) | <a href="#">View File</a> |

## 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.

34

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

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 )

The student's union is the student government at Pavanatma. It is elected by the student community on parliamentary mode. The principal appoints a Returning Officer every year from the faculty

after the election dates are announced. The Returning officer publishes the electoral roll (consisting of all students on roll) and issues the notices regarding the dates of nomination, Two representatives, one male and another female, are elected from each class by secret ballot and forms the electoral college from which the executive body of the students' council is elected through secret ballot. The students' union consists of the Chairman, the Vice-Chairman, the General Secretary, representatives to the university students' union, the Arts Club Secretary, the Magazine Editor, the Sports Secretary and two lady representatives (who are elected by and from among the lady representatives of all classes. The tenure of the office of the students' union is one academic year. The students' union is the body in charge of organizing general programmes like the College Sports Day, Arts festival, cultural activities and publishes Annual college magazine. The following activities were done during the year. Selected student representatives are active members of IQAC, library committee etc.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://pavanatmacollege.org/public/Pavanatma-Student-Support?role=Students%20Union">https://pavanatmacollege.org/public/Pavanatma-Student-Support?role=Students%20Union</a> |
| Upload any additional information     | <a href="#">View File</a>   |

### 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

91

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

## 5.4 - Alumni Engagement

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

The Institution has a registered Alumni Association, Pavanatma Alumni Association Murickassery (PAAM), under the Travancore-Cochin Literary, Scientific and Charitable Societies Act-1955, with Register No.: IDK/TC/378/2022.

### Alumni Engagements:

- The joint meetings of the alumni and the faculty provide a platform for sharing teaching and learning experiences and an opportunity for collecting feedback to improve the institution's curricular and co-curricular programmes.
- Actively supports placement training and the placement aspirations of students.
- Alumni members extend support as resource persons for capacity enhancement programmes.
- Serve as resource persons for seminars and invited lectures organised by every department on relevant topics for the students of the undergraduate and post-graduate programmes.
- Motivational talks and career guidance classes given by alumni play a key role in grooming the careers of students.
- Alumni complement the quality improvement strategies of the college as members of IQAC.
- Prominent members of the alumni community contribute to the administrative process as members of the Governing Body.
- Partial financial support to construct a house for people in need also was offered by alumni.
- Alumni members sponsored books to the college library.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://pavanatmacollege.org/public/Pavanatma-Alumni">https://pavanatmacollege.org/public/Pavanatma-Alumni</a> |
| Upload any additional information     | <a href="#">View File</a>   |

5.4.2 - Alumni contribution during the year D. 1 Lakhs - 3Lakhs

(INR in Lakhs)

| File Description                  | Documents                 |
|-----------------------------------|---------------------------|
| Upload any additional information | <a href="#">View File</a> |

## 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

Pavanatma College has a great and noble goal to attain from the moment of its inception. Almost all the people of the region depend upon agriculture for their livelihood. The student community of the region are most often the first ones to receive higher education in their family. They, their family, and the neighborhood are absolutely ignorant of the aspects and prospects of higher education. Jobs are hard to find in the under-developed semi-forest like district, and they have to go elsewhere to bag a job. Hence the college has a manifold role to play. On one hand, it should attract the sons and daughters of the illiterate to the amazing world of knowledge and wisdom and on the other, it must be able to mould them to suit the requirements of the modern job market. The mission and vision of the institution were framed in accordance with this responsibility.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://www.pavanatmacollege.org/public/Pavanatma-About">https://www.pavanatmacollege.org/public/Pavanatma-About</a> |
| Upload any additional information     | <a href="#">View File</a>   |

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

The college operates with a decentralised and participatory governance model. The Administrative Council holds the responsibility of formulating policies. The Managing Board directs and advises the administrative council on strategies for quality improvement. The college's governing body includes the manager, principal, bursar, a syndicate member, a senior faculty member, a

junior faculty member, and an administrative staff representative. The IQAC is responsible for setting quality standards, proposing improvement strategies, and evaluating the institution's attributes. The Staff Council assesses reports from various units like cells, clubs, departments, and committees, advising the principal on strategies for enhancing different aspects of the college.

Operational within the institution for decentralised governance are various cells and committees, such as the Anti-Ragging Committee, Anti-Ragging Squad, OBE Cell, NEP Implementation Cell, Prevention of Sexual Harassment Committee, Students Union, Ethics Committee, SC/ST Monitoring Cell, Internal Complaints Committee, Grievance Redressal Committee, Student Discipline Committee, Finance Committee, Planning and Evaluation Committee, Purchase Committee, Admission Committee, Student Welfare Committee, Library Committee, and Examination Committee. NEP Cell is a specialized committee established within the college administration to oversee and facilitate the implementation of the National Education Policy of 2020 (NEP).

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://pavanatmacollege.org/public/Pavanatma-Administration?role=Administrative-Council">https://pavanatmacollege.org/public/Pavanatma-Administration?role=Administrative-Council</a> |
| Upload any additional information     | <a href="#">View File</a>   |

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Different committees, such as the administrative, academic, and infrastructure committees, are designed to meet the objectives of future plans. The administrative committee includes various subcommittees, such as the administrative council, staff council, and management board. The administrative council is typically responsible for making decisions related to administrative policies, procedures, and overall management strategies. The Administrative Council oversees the recruitment of qualified faculty for all college programs. The primary role of the Staff Council is to address and advocate for the interests and concerns



of the staff. The Management Board is often responsible for making strategic decisions, setting long-term goals, and overseeing the overall direction and financial health of the institution.

Academic committees consist of the IQAC, Curriculum Planning and Implementation Committee (CPIC), SASC, Equal Opportunity Cell, Scholarship, and Diploma Committees. CPIC is to design, implement, and review curriculum in accordance with the mission, vision, and core values of Pavanatma. The IQAC, chaired by the principal and comprising nominated faculty representatives, is responsible for setting quality standards, proposing improvement strategies, and evaluating the institution's attributes based on its vision, mission, and core values. The Diploma Committee is responsible for overseeing and managing the processes related to the awarding of certificates.

| File Description                                       | Documents   |
|--|---|
| Strategic Plan and deployment documents on the website | <a href="#">View File</a>   |
| Paste link for additional information                  | <a href="https://www.pavanatmacollege.org/assets/images/uploads/Pavanatma_Road_Map_for_Development.pdf">https://www.pavanatmacollege.org/assets/images/uploads/Pavanatma_Road_Map_for_Development.pdf</a> |
| Upload any additional information                      | <a href="#">View File</a>   |

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 sets various benchmarks to ensure openness and transparency, encompassing admissions criteria, processes, and quotas. These benchmarks are established in compliance with university rules and relevant government requirements.

Different committees, such as the administrative, academic, and infrastructure committees, are designed to meet the objectives of future plans. Academic committees consist of the IQAC, Curriculum Planning and Implementation Committee (CPIC), SASC, Equal Opportunity Cell, Scholarship, and Diploma Committees. CPIC is to design, implement, and review curriculum in accordance with the mission, vision, and core values of Pavanatma. The PTA at Pavanatma College serves as a platform for parents and teachers to collaborate on various matters related to the institution and the education of students. This may include organizing and participating in school events, fundraisers, and educational

programs.

The infrastructure committee is responsible for overseeing, managing, and making decisions related to the physical and technological infrastructure. The Library Committee contributes to the overall academic and research environment of the college, ensuring that the library remains a valuable resource for the entire college community.

| File Description                              | Documents   |
|---|---|
| Paste link for additional information         | <a href="https://pavanatmacollege.org/public/Pavanatma-IQAC-NAAC?role=Policies-and-Procedures">https://pavanatmacollege.org/public/Pavanatma-IQAC-NAAC?role=Policies-and-Procedures</a> |
| Link to Organogram of the institution webpage | <a href="https://pavanatmacollege.org/public/Pavanatma-IQAC-NAAC?role=Organogram">https://pavanatmacollege.org/public/Pavanatma-IQAC-NAAC?role=Organogram</a>                           |
| Upload any additional information             | <a href="#">View File</a>   |

### 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  | <a href="#">View File</a> |
| Screen shots of user interfaces  | <a href="#">View File</a> |
| Any additional information   | <a href="#">View File</a> |
| Details of implementation of e-governance in areas of operation, Administration etc(Data Template) | <a href="#">View File</a> |

## 6.3 - Faculty Empowerment Strategies

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

The institution effectively implements the welfare schemes for the teaching and Nonteaching faculties. The College makes arrangements for availing all the government schemes such as Gratuity, Pension, Commutation of Pension, Earned Leave encashment, Maternity Leave, Medical Facility, Leave on Overseas Project or Conference,

Permission to attend FDP such as Orientation programmes and Refresher courses, short term courses, etc. for the career development and progression of the teaching as well as non-teaching staff. In addition to this following welfare measures are taken by the college.

- Our college authority implement all the promotion related the matter of Career Advancement Scheme for all the staffs
- Financial support is provided to the staff to attend workshops and conferences both at the national and international level.
- Wi-Fi facility and email addresses using the institutional domain name to the staff
- Staff Grievance Redressal Cell to address the issues and grievances of the staff
- Indoor games facility for the staff to relax and to refresh physically and mentally
- Financial assistance to the conduct of staff exposure programme and tour (Both teaching & Non-teaching)
- Canteen facility is arranged in the campus for both teaching and non-teaching staff.
- Identity cards are provided to all teaching and non teaching staff.
- Gymnasium
- Celebration of festivals
- Annual retreat and orientation for teaching and non-teaching every year
- The staff is encouraged to give suggestions and regular feedback to improve the welfare measures in the college.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://naac.pavanatmacollege.org/Pavanathama-College/6.3.2 Policy document on providing financial support to teachers.pdf">https://naac.pavanatmacollege.org/Pavanathama-College/6.3.2 Policy document on providing financial support to teachers.pdf</a> |
| Upload any additional information     | <a href="#">View File</a>   |

### **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**

2

| File Description  | Documents                 |
|---|---------------------------|
| Upload any additional information   | <a href="#">View File</a> |
| Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template) | <a href="#">View File</a> |

### **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**

13

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

### 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

9

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

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

#### Teaching staff

The teacher, as a person and teacher as performer, is also one of the mandatory assessment for his/her performance is appraised

through his/her implementation of innovative methodologies in classroom lectures, seminars, tutorials, course delivery, question paper setting and evaluation, updating of materials etc. Besides, student feedback is also considered. The performance of the faculty is evaluated based on professional contribution to academics, contribution to short term training courses, performing invigilation duties, etc.

The institution has PBAS for assessment of teaching staff. The appraisal report is based on the annual performance of the employee on the basis of their academic, research and other extracurricular activities. This format [PBAS] is filled by the employee in a given prescribed proforma, which includes all the above set related to points and sub-points. The format contains 2 parts. Part-A: General instruction, and Part-B: Academic performance. The main part, i.e., Part-B consists of 4 categories. Category-I includes "Teaching-learning and evaluation related activities of total 125 marks. Category-II includes "Co-curricular, extracurricular and professional development related activities of total 50 marks. Category-III includes "Research and academic contribution" having no boundation of marks.

#### Non-teaching staff

Non-teaching staff members are assessed based on their performance.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://www.pavanatmacollege.org/assets/images/uploads/Statement_PDPA_Policy.pdf">https://www.pavanatmacollege.org/assets/images/uploads/Statement_PDPA_Policy.pdf</a> |
| Upload any additional information     | <a href="#">View File</a>   |

## 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

The system and regularity of various audits conducted at Pavanatma College, Murickassery are given below. There are financial and non-financial audits. Financial audits including DD/AG/DC Audit, Audit of Manager's Office (CA), and Internal Audits are conducted regularly covering a period. Non-financial audits include University Inspection, Internal Audit, Energy Audit, and Academic

Audit. The target of various audits includes office, campus, administration, units, activities, campus, etc. In case any audit objection arises, the concerned section or unit will take immediate remedy action based on the suggestion to nullify the effect of such transactions which caused the audit objection. This is as per the action suggested by the audit officer or audit staff concerned.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://www.pavanatmacollege.org/public/Pavanatma-Administration?role=Task-Force">https://www.pavanatmacollege.org/public/Pavanatma-Administration?role=Task-Force</a> |
| Upload any additional information     | <a href="#">View File</a>   |

#### 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)

3.24575

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

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

Pavanatma College has a transparent system of managing and mobilizing its financial resources to provide the best resources to the students and faculty to meet its requirements in the academic field. Programmes and extension activities planned by various departments should seek advice from IQAC. The IQAC should analyze the needs of each programme and the organization's comparative advantage from that programme. The college encourages each department to find sponsors while conducting seminars, fests and conferences. The involvement of the Alumni Association and PTA is ensured while implementing various developmental programmes on the campus. The permanent staff of the College contributes two days' salary for development purposes. All the construction and

maintenance works are undertaken by the management after conducting a feasibility study. The faculty are encouraged to avail of different research incentives/ funds/ aids by various agencies. Sealed tender is called for amounts greater than Rs. 100,000/-and quotations for smaller amounts in all purchases. Payments and receipts are made only through a single point. The Finance and Accounts section of the Office handles the responsibility of implementing all tasks related to finance and accounting by the rules, regulations financial policies framed by the respective authorities.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="http://www.pavanatmacollege.org/assets/images/uploads/PQM.pdf">http://www.pavanatmacollege.org/assets/images/uploads/PQM.pdf</a> |
| Upload any additional information     | <a href="#">View File</a>   |

## 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

IQAC of Pavanatma College is constantly working on qualityimprovement in various areas. Under the aegis of IQAC theCurriculum Planning and Implementation Committee prepares adetailed academic plan for each academic year and ensures optimum utilization of the available infrastructure. The Academic Calendar isprepared and uploaded on the institutional website. IQAC has adopted quality improvement strategies in areas like curriculumdevelopment, teaching-learning, examination and evaluation, research and development. IQAC has focused on the implementationof e-governance in areas like Planning, Administration, Finance and Accounts, Admission Process, Examination andEvaluation. IQAC initiates Capacity Building Programmes for teaching and administrative staff throughout the year. Forteaching faculty efforts are taken for enhancing knowledge from domain areas. Awareness about research-based pedagogies isgenerated through workshops and interactive discussions.



| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://www.pavanatmacollege.org/public/Pavanatma-IQAC-NAAC?role=Policies-and-Procedures">https://www.pavanatmacollege.org/public/Pavanatma-IQAC-NAAC?role=Policies-and-Procedures</a> |
| Upload any additional information     | <a href="#">View File</a>   |

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

The feedback committee seeks feedback regularly from all stakeholders. Based on the feedback actions are taken in the form of communication to the concerned teachers and the teachers are suggested to conduct bridge courses, add-on courses and remedial courses and to use ICT-based teaching methods to improve the teaching-learning process. IQAC initiates Capacity Building Programmes for teaching and administrative staff throughout the year. For teaching faculty efforts are taken for enhancing knowledge from domain areas. IQAC organizes training sessions for defining learning outcomes and their attainment. Half-yearly reports are collected from the faculty to assess the progress of the teaching-learning process. An internal end-semester review of the academic activities is conducted and the report is submitted to the staff council. At the end of the academic year, the principal visits each department and interacts with the faculty and staff verifies the records and documents personally and receives the report from the HoD and coordinators of various cells and committees regarding all activities undertaken that year. From the findings of this audit, the principal prepares his annual report to be submitted to the Administrative Council and the stakeholders on the Annual Day.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://pavanatmacollege.org/public/Pavanatma-IQAC-NAAC?role=IQAC-Feedback">https://pavanatmacollege.org/public/Pavanatma-IQAC-NAAC?role=IQAC-Feedback</a> |
| Upload any additional information     | <a href="#">View File</a>   |

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC);**

**B. Any 3 of the above**

**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)**

| File Description   | Documents   |
|--|---|
| Paste web link of Annual reports of Institution                                    | <a href="https://pavanatmacollege.org/public/Pavana%20tma-IQAC-NAAC?role=Annual%20Report">https://pavanatmacollege.org/public/Pavana tma-IQAC-NAAC?role=Annual%20Report</a> |
| Upload e-copies of the accreditations and certifications                           | <a href="#">View File</a>   |
| Upload any additional information  | <a href="#">View File</a>   |
| Upload details of Quality assurance initiatives of the institution (Data Template) | <a href="#">View File</a>   |

## **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 sensitization is not a matter for students alone but is required in all colleges and universities, and for all sections of the community - students, faculty in all disciplines, support staff, and administration.

Gender Sensitization implies accepting the basic rights associated with Gender equality among all persons, and non-discrimination towards those whose gender identity places them in a situation of disadvantage or vulnerability. In the context of Higher Education Institutions, places where people work, study, and often live together over several years in the context of teaching and learning, the nature and scope of gender sensitization are particularly important. There is confusion and ignorance about women's rights, questions of sexuality, interaction among peers, norms of masculinity and femininity, and an understanding of the diverse and heterogeneous composition of college and university campuses. A Gender Audit is also conducted.

| File Description   | Documents   |
|--|---|
| Annual gender sensitization action plan  | <a href="https://www.pavanatmacollege.org/assets/images/uploads/gender_sensitisation_policy.pdf">https://www.pavanatmacollege.org/assets/images/uploads/gender_sensitisation_policy.pdf</a> |
| 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 | <a href="https://www.pavanatmacollege.org/assets/images/uploads/7.1.1.pdf">https://www.pavanatmacollege.org/assets/images/uploads/7.1.1.pdf</a>   |

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures** **A. 4 or All of the above**  
**Solar energy**  
**Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment**

| File Description               | Documents                 |
|--------------------------------|---------------------------|
| Geo tagged Photographs         | <a href="#">View File</a> |
| Any other relevant information | <a href="#">View File</a> |

**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

#### **SOLID WASTE MANAGEMENT**

- **Biogas Plant:** The biogas plant uses the majority of the food waste produced on the college dorm to create renewable biogas energy. Cooking is done in the kitchen using this energy.
- The food waste is also used for poultry and piggery.
- Solid bio-waste is used for vermicomposting and the compost is used for herbal gardening.
- There are separate bins for degradable and non-degradable waste in each class room,
- The waste from the various rooms are collected in the waste segregation centre and scrutinized for segregation.
- The segregated waste is sold to outside agencies for recycling.

**LIQUID WASTE MANAGEMENT**

- Liquid waste is generated in the wash areas (bath rooms, toilets), labs, canteen and snack area
- Waste water passes through drains and gets absorbed into the earth midway through the college ground.

**E-WASTE MANAGEMENT**

All electronic waste, including scrap from hard drives, CPUs, and lab equipment, is sold on the open market. Printer cartridges are filled once more. The college also promotes the usage of refilled laser toners and inkjet cartridges. The old CRT displays have been replaced with more energy-efficient LCD ones. Additionally, the college executes an MOU with Northamps ENV Solutions, Cochin, for the handling of e-waste.

| File Description  | Documents                 |
|---|---------------------------|
| Relevant documents like agreements / MoUs with Government and other approved agencies | <a href="#">View File</a> |
| Geo tagged photographs of the facilities  | <a href="#">View File</a> |

**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 | <a href="#">View File</a> |
| Any other relevant information                    | <a href="#">View File</a> |

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for**      **A. Any 4 or All of the above**

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

| File Description   | Documents                 |
|--|---------------------------|
| Geo tagged photos / videos of the facilities                       | <a href="#">View File</a> |
| Various policy documents / decisions circulated for implementation | <a href="#">View File</a> |
| Any other relevant documents                                       | <a href="#">View File</a> |

**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 | <a href="#">View File</a> |
| Certification by the auditing agency                                      | <a href="#">View File</a> |
| Certificates of the awards received                                       | <a href="#">View File</a> |
| Any other relevant information  | <a href="#">View File</a> |

**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**

**A. Any 4 or all of the above**

(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

| File Description   | Documents                 |
|--|---------------------------|
| Geo tagged photographs / videos of the facilities                        | <a href="#">View File</a> |
| Policy documents and information brochures on the support to be provided | <a href="#">View File</a> |
| Details of the Software procured for providing the assistance            | <a href="#">View File</a> |
| Any other relevant information   | No File Uploaded          |

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).

Democratic values of intercultural, interregional, interlinguistic, and intercommunal harmony are ingrained in the college. It aspires to be a diverse community by fostering secularism, respect for moral principles, and religious belief. The college establishes these ideals as its guiding principles and instils them in its stakeholders. The college's instructors, staff, and students represent a cross section of many socioeconomic, linguistic, and regional backgrounds. According to university regulations, admission to UG and PG programmes is handled through a single window system. For SC, ST, and other underdeveloped communities, there are unique accommodations. Additionally, places are set aside for students under the cultural and athletic quotas. The college gives economically disadvantaged students additional attention and has started a variety of programmes to help them fit in. Harmony among cultures, regions, languages, and communities By recognising the days of cultural and regional significance, the college honours the linguistic, social, and regional harmony and accepts these differences

| File Description   | Documents                 |
|--|---------------------------|
| Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution) | <a href="#">View File</a> |
| Any other relevant information   | No File Uploaded          |

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

Professional ethics, gender equality, human values, the environment, and sustainability have all been successfully incorporated by the institution. The numerous programmes offered by the college help students develop the principles embodied in the Indian Constitution. We uphold the equality and fraternity clauses of the constitution. Except for various reservation quotas, UG and PG admissions are handled through a single window system. For the institution's advancement, all the stakeholders work together as a unit. Regular PTA meetings guarantee efficient and democratic operation. The mentor-mentee system and remedial tutoring ensure that teachers give each student their undivided attention. The EOC and Page 111/116 Annual Quality Assurance Report of PAVANATMA COLLEGE Women Cell's programmes on gender sensitization help the college's students for learning legal awareness classes also are held to inform students of their legal rights, particularly female students. The university offers value education courses, and these courses are crucial to the students' overall growth. Value education classes have a weekly allotment of one hour, and regular evaluation is ensured. In order to ensure that elections for the State and Central assembly are conducted smoothly, college lecturers serve as presiding and polling officers. As a result, the college's founding principles always uphold the values of the constitution.

| File Description   | Documents   |
|--|---|
| Details of activities that inculcate values; necessary to render students in to responsible citizens | <a href="https://www.pavanatmacollege.org/assets/images/uploads/7.1.9_Details_of_activities.pdf">https://www.pavanatmacollege.org/assets/images/uploads/7.1.9_Details_of_activities.pdf</a> |
| Any other relevant information   | <a href="https://naac.pavanatmacollege.org/Pavanathama-College/7.1.4_Activity_Reports.pdf">https://naac.pavanatmacollege.org/Pavanathama-College/7.1.4_Activity_Reports.pdf</a>             |

**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   | <a href="#">View File</a> |
| 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 | <a href="#">View File</a> |
| Any other relevant information   | <b>No File Uploaded</b>   |

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

The college makes every effort to uphold the democratic, secular, nationalist, and patriotic principles envisioned in the Indian constitution. The college recognizes days of national significance with the appropriate regard and consideration in order to instill these values in the students. The institution pays close attention to the universal spirit of these observations, which cut beyond borders of religion, caste, class, and geography. Under the initiative of day observation cell, the following days are observed in the academic year 2022-23.

1. Reading day
2. World Yoga day
3. International day against drug abuse
4. World Population Day



5. Independence Day

6. National Sports Day

7. Onam

8. Gandhi Jayanthi

9. International Day for the Elimination of Violence against Women

10. Christmas

11. National Youth Day

12. National Science day 13. International Women's Day

| File Description  | Documents                 |
|---|---------------------------|
| Annual report of the celebrations and commemorative events for the last (During the year) | <a href="#">View File</a> |
| Geo tagged photographs of some of the events  | <a href="#">View File</a> |
| Any other relevant information  | No File Uploaded          |

## 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 Institutional Practices - I

**Title:**"Herbal Garden & Herbarium: Promoting Biodiversity Conservation and Education"

**Objectives of the Practice:** To create a platform for biodiversity conservation.

**The Context:** In our region, traditional herbal knowledge was at risk. To address this, we established herbarium and herbal garden.

**The Practice:** Students collect, preserve, and catalogue of plant

specimens.

**Evidence of Success:** Herbal Garden has more than 250 species of Medicinal Plant species.

**Problems Encountered and Resources Required:**

Space constraints, initial costs for setting up the herbarium, and the need for skilled personnel. Challenge is funding.

**Methodology :** Bhoomithra Club, the herbal garden is being developed and preserved in the campus. Watering, removing weeds, manuring, pruning, etc. are done by them.

**Best Institutional Practices - II, Palliative Home Care**

**Objectives of the practice:** To Provide awareness to stakeholders on the crucial need of extending support to the needy.

**The context:** There is a major category of people include the aged, bed- ridden, paralysed, economically backward.

**The Practice:** Medicare, food support, equipment. are provided.

**Evidence of success:** Without any external influence they volunteer financial assistance to the needy.

**Problems encountered :** To coordinate the programme with the syllabus and curriculum.

**Resources required :** our time.

| File Description                            | Documents   |
|---|---|
| Best practices in the Institutional website | <a href="https://www.pavanatmacollege.org/assets/images/uploads/7.1.9_Details_of_activities.pdf">https://www.pavanatmacollege.org/assets/images/uploads/7.1.9_Details_of_activities.pdf</a> |
| Any other relevant information              | <a href="https://pavanatmacollege.org/public/Pavanatma-IQAC-NAAC?role=Best-Practices">https://pavanatmacollege.org/public/Pavanatma-IQAC-NAAC?role=Best-Practices</a>                       |

### 7.3 - Institutional Distinctiveness

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

The College is located in the village Murickassery, which is pitifully backward even by the standards of the educationally and financially backward district of Idukki. The college opened the doors of higher education for the first time to the poor settlement farmers and the tribes of the region. The tribal people and low-income farmers still look at the College as the only answer to the educational needs of their children. The following measures are taken by the college for promoting the education of women in the region.

- Preference is given to girl students in admission through management quota.
- Free training to local women.
- Well-equipped facilities for the women.
- Day's observation with talks, discussions, exhibitions etc.
- The analysis of the data relating to the aspects like rank holders, outstanding performers in sports and cultural, placement, progression, competitive examinations and the recipients of "Chief Ministers Student Prathibha Scholarship" are revealed that the majority of them are of girl's.
- The college gives preference to girl students in conducting various programmes and the major events are South Zone Inter University (Women) Volleyball Championship, All India Inter University (Women) Volleyball Championship, National Classic Powerlifting Championship (Men & Women), Mahatma Gandhi University Weightlifting (Men & Women)

## 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

To ensure the effective implementation of the curriculum provided by the affiliating University in alignment with the institution's mission and vision, the college has established a committee called the Curriculum Planning and Implementation Committee (CPIC). This committee creates an academic calendar for the year that includes all scheduled academic activities, such as curricular, extracurricular, and extension programs. To familiarize faculty and students with the curriculum framework, separate workshops are offered by CPIC and IQAC (Internal Quality Assurance Cell). Monthly departmental meetings and yearly reports collected by CPIC are used to monitor and assess the curriculum's implementation. To support students' academic journey, the Student Academic Support Cell (SASC) designs bridge courses to address knowledge gaps in incoming students, enrichment programmes for advanced learners, and remedial coaching for underachievers. In addition to the core curriculum, the college provides various opportunities for enrichment. These include certificate programmes, value-added programmes, skill development initiatives, and career-oriented add-on programmes. Moreover, seminars and workshops on advanced subjects are organized. To instill values, all students are required to take a course on value education before graduation. The efficiency of the curriculum implementation process is evaluated through internal and external examinations, as well as feedback from teachers, students, alumni, and parents.

| File Description                    | Documents   |
|-------------------------------------|---|
| Upload relevant supporting document | <a href="#">View File</a>   |
| Link for Additional information     | <a href="https://naac.pavanatmacollege.org/Pavanat-hama-College/1.1.1supportingdocuments2_final.pdf">https://naac.pavanatmacollege.org/Pavanat-hama-College/1.1.1supportingdocuments2_final.pdf</a> |

1.1.2 - The institution adheres to the academic calendar including for the conduct of

## Continuous Internal Evaluation (CIE)

The Curriculum Planning and Implementation Committee (CPIC) is responsible for creating the Academic Calendar, ensuring that it complies with the Continuous Internal Evaluation (CIE) rules and regulations set by the affiliating University. The Internal Examination Cell (IEC) of the college establishes procedures for conducting internal assessments, which are explained to the students during the Induction programme, highlighting the importance of CIE and its schedule. For both Postgraduate (PG) and Undergraduate (UG) courses, the CIE components include attendance, test results, and assignments/seminars. Internal exams are conducted centrally, and each faculty member evaluates the answer sheets within two weeks of the exams. The Academic Calendar provides tentative dates for the First and Second Internal Examinations. The IEC designs the CIE timetable based on the curriculum's progress in each semester. Just before the University Examinations, a model examination is conducted. The Internal Examination Cell sets a schedule for uploading internal marks, publishing Forms A and B, and forwarding them to the respective Departments. Students can access their individual grades through a link on the college website, ensuring both confidentiality and transparency.

| File Description                    | Documents   |
|-------------------------------------|---|
| Upload relevant supporting document | <a href="#">View File</a>   |
| Link for Additional information     | <a href="https://www.pavanatmacollege.org/assets/images/uploads/Examination_calender_22-23.pdf">https://www.pavanatmacollege.org/assets/images/uploads/Examination_calender_22-23.pdf</a> |

**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**

A. All of the above

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

## 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

0

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information                              | No File Uploaded          |
| Minutes of relevant Academic Council/ BOS meetings      | <a href="#">View File</a> |
| Institutional data in prescribed format (Data Template) | <a href="#">View File</a> |

### 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)

14

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | <a href="#">View File</a> |
| Brochure or any other document relating to Add on /Certificate programs | <a href="#">View File</a> |
| List of Add on /Certificate programs (Data Template )                   | <a href="#">View File</a> |

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

508

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | <a href="#">View File</a> |
| Details of the students enrolled in Subjects related to certificate/Add-on programs | <a href="#">View File</a> |

### 1.3 - Curriculum Enrichment

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

The institution has a well-structured and established system and policy to incorporate value-based education and crosscutting issues, such as women's empowerment, gender equity, environmental protection, and awareness, into the curriculum. They are making concerted efforts to enhance communication skills, promote gender sensitization, develop personalities, and foster environmental preservation. The Career Guidance and Placement (CGP) cell organizes numerous career guidance programs. In the Undergraduate (UG) programs, the college provides 15 courses that include sessions on professional ethics and ethical considerations relevant to respective fields. Additionally, they offer 15 courses that address gender-related topics, covering women's emancipation, empowerment, gender disparity elimination, and combating stereotyping, oppression, and discrimination. The Equal Opportunity Cell (EOC) and the Women's Cell organize various gender sensitization programs. Furthermore, the college offers 21 courses across different UG programs that focus on universal human values. They conduct outreach initiatives, including visits to palliative care units, social awareness campaigns, surveys, orphanage visits, and charity activities, to sensitize students about human values and social responsibility. To raise awareness of social issues, various clubs and associations, such as NSS, NCC, CSM, EOC, departmental associations, etc., engage students in different activities.

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | <a href="#">View File</a> |
| Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum. | <a href="#">View File</a> |

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

37

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

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

887

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | <a href="#">View File</a> |
| List of programmes and number of students undertaking project work/field work/ /internships (Data Template) | <a href="#">View File</a> |

## 1.4 - Feedback System

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

A. All of the above



**institution from the following stakeholders**  
**Students Teachers Employers Alumni**

| File Description  | Documents   |
|---|---|
| URL for stakeholder feedback report   | <a href="https://pavanatmacollege.org/public/Pavanatma-IOAC-NAAC?role=IOAC-Feedback">https://pavanatmacollege.org/public/Pavanatma-IOAC-NAAC?role=IOAC-Feedback</a> |
| Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management | <a href="#">View File</a>   |
| Any additional information  | <a href="#">View File</a>   |

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

**A. Feedback collected, analyzed and action taken and feedback available on website**

| File Description                  | Documents   |
|-----------------------------------|---|
| Upload any additional information | <a href="#">View File</a>   |
| URL for feedback report           | <a href="https://pavanatmacollege.org/public/Pavanatma-IOAC-NAAC?role=IOAC-Feedback">https://pavanatmacollege.org/public/Pavanatma-IOAC-NAAC?role=IOAC-Feedback</a> |

## **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**

**362**

| File Description                        | Documents                 |
|---|---------------------------|
| Any additional information              | <a href="#">View File</a> |
| Institutional data in prescribed format | <a href="#">View File</a> |

**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**

| 167   |   |
|---|---|
| File Description  | Documents   |
| Any additional information  | <a href="#">View File</a>   |
| Number of seats filled against seats reserved (Data Template)   | <a href="#">View File</a>   |
| <b>2.2 - Catering to Student Diversity</b>  |   |
| 2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners   |   |
| <p>To select advanced and slow learners Student Academic Support Cell (SASC) conducted a pretest for all first-year degree students on 29th August 2022 which consisted of 10 questions containing five general English questions and five current affairs questions common for all departments. Total marks can be 30. Those students who obtained 23 marks and above for the test are categorized as Advanced Learners and those who secure 12 marks and below are categorized as Slow Learners. As a result, 35 slow learners and 48 advanced learners were selected. SASC provided a list of Advanced and Slow Learners to departments, bridge course coordinator, and remedial coaching coordinator.</p> <p>SASC is also functioning jointly with the Mentoring Cell for continuous monitoring of students throughout the year.</p> <p>SASC organized an orientation program for all students on 20 June 2022 by the resource person Mr. Roshy Augustine, Hon. Minister of Water Resources, Kerala. For all first year-degree students SASC organized an orientation program on 31 August 2022 by the resource person Dr. Babu Sebastian, Former Vice Chancellor, Mahatma Gandhi University, Kottayam.</p> |   |
| File Description  | Documents   |
| Paste link for additional information   | <a href="https://www.pavanatmacollege.org/assets/images/uploads/Mentoring_Cell_Activities_2-23.pdf">https://www.pavanatmacollege.org/assets/images/uploads/Mentoring_Cell_Activities_2-23.pdf</a> |
| Upload any additional information   | <a href="#">View File</a>   |

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

|                    |                    |
|--------------------|--------------------|
| Number of Students | Number of Teachers |
| 1014               | 60                 |

|                            |                           |
|----------------------------|---------------------------|
| File Description           | Documents                 |
| Any additional information | <a href="#">View File</a> |

**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 prioritize student needs, interests, and active participation in learning. They empower students, fostering engagement, critical thinking, and problem-solving skills, shifting away from a teacher-centered approach. Different departments, cells, clubs and forums in the college use various student centric methods including experiential, participative and problem solving methodologies.

In a nutshell, the different student centric methods conducting in our organisation throughout the year includes Internship, Industry / Field Visit, Study Tour, Laboratory Experiments, Projects/ Survey, Interview, Competitions, Workshop, Awareness Programme, Exhibition, Student/Faculty Exchange Programme, Extension/Outreach Programmes, Cultural / literary events, Assignment, Seminar, Book/ Article Review, Peer Teaching, Group Discussion, Question Bank Preparation, Outdoor Learning, Video/ Audio Recorded Classes, Flipped Classroom, Invited Talks, Webinars/ Seminars & Paper Presentations, E-content Development, Quiz & Reverse Quiz, Debate, Discussion, Question Answer Session, Brainstorming Session, study notes using Fliphtml, Canva, Beamer, enrolment in MOOC/SWAYAM Courses, Career training sessions, Competitive Exam Training, Soft Skill Training etc. Blogs are used for documentation.

Giving top priority to the learners and their holistic educational needs, we enhance experiential, participatory, and problem-solving learning strategies. The Internal Quality Assurance Cell (IQAC) organizes institutional faculty training sessions. The Innovative Teaching Promotion Cell motivates the faculty through orientation seminars and messages.

| File Description                  | Documents   |
|-----------------------------------|---|
| Upload any additional information | <a href="#">View File</a>   |
| Link for additional information   | <a href="https://pavanatmacollege.org/public/Pavanatma-Virtual-Classroom">https://pavanatmacollege.org/public/Pavanatma-Virtual-Classroom</a> |

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

The post-Covid era has witnessed a shift towards blended learning, combining traditional and online instruction. Learning Management Systems and e-learning resources have revolutionized the teaching-learning process in colleges, yielding improved educational outcomes through learner engagement and flexibility. Our college has developed Pavanatma Academic and Administrative Monitoring System (PAAMS) software. Faculty members utilize ICT tools in classrooms, including multimedia aids, LCD projectors, smart classrooms, and internet-enabled computers, Whatsapp, Telegram etc. Audio-video classes are used for peer learning. Our digital library offers electronic resource packages like Infilbnet (n-list) and NDL, along with audiobooks for differently-abled students. The library also provides a repository of question banks and access to research journals online. Creative applications like Kahoot, Brain trainer, Space chem, and Simple Physics are employed to make learning engaging. We have a collection of web and video courses from NPTEL, accessible to faculty and students. Google Classroom is used for assignments, tests, quizzes, and sharing additional notes. Various departments offer e-contents of erudite lecture series, and Shodhganga, the reservoir of Indian theses, is accessible in the library. Google drive, sheets, docs, slides etc. is used for real time editing and processing of projects etc. Different Blogs are used for documentation purposes.

| File Description  | Documents                 |
|---|---------------------------|
| Upload any additional information   | <a href="#">View File</a> |
| Provide link for webpage describing the ICT enabled tools for effective teaching-learning process | <a href="#">View File</a> |

### 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

60

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

### 2.4 - Teacher Profile and Quality

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

60

| File Description   | Documents                 |
|--|---------------------------|
| Full time teachers and sanctioned posts for year (Data Template) | <a href="#">View File</a> |
| Any additional information                                       | <a href="#">View File</a> |
| List of the faculty members authenticated by the Head of HEI     | <a href="#">View File</a> |

#### 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

16

| File Description   | Documents                 |
|--|---------------------------|
| Any additional information   | <a href="#">View File</a> |
| 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) | <a href="#">View File</a> |

### 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

355

| File Description   | Documents                 |
|--|---------------------------|
| Any additional information   | <a href="#">View File</a> |
| List of Teachers including their PAN, designation, dept. and experience details(Data Template) | <a href="#">View File</a> |

### 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.

- To maintain transparency and ensure that students are well-informed about the CBCS internal evaluation procedures, the coordinator of the internal examination cell (IEC) conducts orientation sessions at the beginning of each academic year.
- An academic calendar is prepared and published in the college website.
- Two internal are conducted in each semester in a centralized manner.
- IEC is responsible for scheduling these exams, collecting question papers, preparing invigilation rosters etc.
- Examination schedule is communicated to students two weeks in advance.
- After the internal examinations, transparency is maintained by returning evaluated answer scripts to students within one week. These valued scripts are

discussed individually with students, and retained in the respective departments until the end of the semester.

- Students who miss the initial tests are given the opportunity to appear for supplementary examinations, and also a chance to improve their scores.
- Progress reports that include attendance and marks from internal tests are distributed to parents during department-level parent's meetings.
- To ensure accessibility, internal marks and attendance details are uploaded promptly onto the college's software system, PAAMS and also made available on the notice board
- Students are required to verify their signatures on these sheets before uploading to the university portal.

| File Description                | Documents   |
|---------------------------------|---|
| Any additional information      | <a href="#">View File</a>   |
| Link for additional information | <a href="https://pavanatmacollege.org/public/Index">https://pavanatmacollege.org/public/Index</a> |

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

The Internal Examinations Cell Coordinator plays a crucial role in assisting students with the grievance-related mechanism concerning internal examinations. Students are given an orientation session regarding the redressal procedure.

In case of any grievances related to internal examination conduct or answer script valuation, students have the option to contact the concerned faculty at the first stage, HOD at the second stage, and the grievance redressal cell at the next stage. Students can submit a complaint through Google Forms or through a designated Complaint Box. Students have the opportunity to retest after filling the retest form.

To maintain transparency and fairness, students can independently calculate their marks and cross-verify them with the assessments made by the subject teachers, adhering to the University regulations. The college directory and website contain the published grievance redressal policy, form etc. along with contact information for the Grievance Cell, including email and phone numbers.

Furthermore, the departments conduct Class PTA meetings after internal examinations to foster open communication and address any student-related concerns.

Overall, the internal examinations cell, along with the Grievance Redressal Cell and other relevant departments, works cohesively to ensure a smooth and fair examination process, promoting a conducive learning environment for all students.

| File Description                | Documents   |
|---------------------------------|---|
| Any additional information      | <a href="#">View File</a>   |
| Link for additional information | <a href="https://pavanatmacollege.org/public/examinations?role=Grievances-Redressal">https://pavanatmacollege.org/public/examinations?role=Grievances-Redressal</a> |

## 2.6 - Student Performance and Learning Outcomes

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

The college is affiliated with Mahatma Gandhi University Kottayam and offers programmes that have been designed by the university. To evaluate student performance based on outcomes, the Outcome-Based Education (OBE) Cell of Pavanatma College has implemented an outcome-based education system.

Each programme at the college has specific outcomes that have been developed by the respective departments. The college has also formulated ten programme outcomes that apply across all programmes.

The principal has appointed an OBE Coordinator who oversees the implementation and coordination of the system. Faculty members, including newly appointed faculty, receive annual awareness and training to familiarize themselves with the OBE system.

The Curriculum Planning and Implementation Committee (CPIC) of the college has made the curriculum framework and curriculum implementation plan available on the college website. This information is provided to the students during the orientation/induction programme at the beginning of each academic year.

The college has developed a procedure and a programme to calculate outcome attainments which are integrated into its



software system called Pavanatma Academic and Administrative Management System (PAAMS). Internal marks, external marks and the OBE style of each course are recorded in PAAMS. Using this information, PAAMS generates various attainments related to OBE.

| File Description  | Documents   |
|---|---|
| Upload any additional information                       | <a href="#">View File</a>   |
| Paste link for Additional information                   | <a href="https://www.pavanatmacollege.org/public/Pavanatma-Learning-Outcome">https://www.pavanatmacollege.org/public/Pavanatma-Learning-Outcome</a> |
| Upload COs for all Programmes (exemplars from Glossary) | <a href="#">View File</a>   |

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

#### CO Attainment

The results of the first and second internal exams, assignments, and university exams serve as our four direct assessment methods. For COs, there are three levels of attainment.

The ultimate CO attainment for each CO is calculated using the formula CO attainment = 50% internal attainment + 50% university attainment. We find the internal CO attainment and attainment of COs from university examination marks independently.

#### PSO Attainment Feedback

We determine the PSO Actual and PSO Attainment of each PSO using the CO-PSO Mapping Matrix and Final CO Attainments. Then

PSO feedback % = (PSO Attained / PSO Actual) X 100.

There are 3 attainment levels for PSOs.

#### PO Attainment Feedback

Using the CO-PO mapping matrix and final CO attainments we calculate PO Actual and PO attainment of each PO. Then

PO feedback %= (PO Attained / PO Actual) X 100.

There are 3 attainment levels for POs.

#### Final Calculation

The sum of the PO and PSO attainment levels for each course yields the final attainment levels. Next, we decide whether or not our goal—which we can fix as level 2 or level 3—has been achieved. If not, we must take corrective action to increase the degree of accomplishment.

| File Description                      | Documents   |
|---------------------------------------|---|
| Upload any additional information     | <a href="#">View File</a>   |
| Paste link for Additional information | <a href="https://www.pavanatmacollege.org/assets/images/uploads/PO_PSO_ATTAINMENT.pdf">https://www.pavanatmacollege.org/assets/images/uploads/PO_PSO_ATTAINMENT.pdf</a> |

### 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

283

| File Description   | Documents   |
|--|---|
| Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template) | <a href="#">View File</a>   |
| Upload any additional information  | <a href="#">View File</a>   |
| Paste link for the annual report   | <a href="https://pavanatmacollege.org/public/Pavanatma-IQAC-NAAC?role=Annual%20Report">https://pavanatmacollege.org/public/Pavanatma-IQAC-NAAC?role=Annual%20Report</a> |

### 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://pavanatmacollege.org/public/Pavanatma-IQAC-NAAC?role=IQAC-Feedback>

### RESEARCH, INNOVATIONS AND EXTENSION

**3.1 - Resource Mobilization for Research****3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

0.50

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

**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**

6

| File Description                        | Documents                 |
|---|---------------------------|
| Any additional information              | <a href="#">View File</a> |
| Institutional data in prescribed format | <a href="#">View File</a> |

**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**

1

| File Description  | Documents   |
|---|---|
| List of research projects and funding details (Data Template) | <a href="#">View File</a>   |
| Any additional information                                    | No File Uploaded  |
| Supporting document from Funding Agency                       | <a href="#">View File</a>   |
| Paste link to funding agency website                          | <a href="https://unnatbharatabhiyan.gov.in/">https://unnatbharatabhiyan.gov.in/</a> |

### 3.2 - Innovation Ecosystem

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

**Tribal Study Centre:** Established in 2002, is committed to researching and promoting tribal cultures.

**Histo Museum** - Stands as a testament to the college's commitment to preserving and showcasing historical artifacts, documents, and exhibits.

**Herbal Garden** - a rich and diverse herbal garden, housing a collection of rare medicinal plants.

**Vedic Mathematics** - The Certificate Course on Vedic Mathematics, organized by Department of Mathematics

**IPR Workshop** - The IPR Research Methodology Workshop, held at Pavanatma College Murickassery by various departments.

**Department Libraries:** Pavanatma College boasts rich resources through its department libraries. The central library covers diverse subjects with a collection of over 20525 books, CDs, and DVDs

**Research Project Promotion Cell:** The RPC actively promotes research at Pavanatma College by facilitating workshops, securing research grants, and fostering collaborations.

**Research Policy:** Pavanatma College's research policy aims to create a supportive environment, encourage engagement in

research, and facilitate collaboration.

**Publication Wing:** The Publication Wing, established in 2005.

**PESQUISA:** Published by the Publication Wing, PESQUISA is an interdisciplinary, peer-reviewed research journal.

**PAAMS:** Web-based software, streamlines academic and administrative activities at Pavanatma College.

**E D Club - Inculcating Entrepreneurial Culture amongst youth and equip them with the skills.**

| File Description                      | Documents   |
|---------------------------------------|---|
| Upload any additional information     | <a href="#">View File</a>   |
| Paste link for additional information | <a href="https://www.youtube.com/watch?v=NnuMQIZ0gLE">https://www.youtube.com/watch?v=NnuMQIZ0gLE</a> |

### 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

8

| File Description   | Documents                 |
|--|---------------------------|
| Report of the event  | <a href="#">View File</a> |
| Any additional information                                     | No File Uploaded          |
| List of workshops/seminars during last 5 years (Data Template) | <a href="#">View File</a> |

### 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

19

| File Description   | Documents   |
|--|---|
| URL to the research page on HEI website  | <a href="https://pavanatmacollege.org/public/Pavanatma-Research">https://pavanatmacollege.org/public/Pavanatma-Research</a> |
| List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template) | <a href="#">View File</a>   |
| Any additional information   | <a href="#">View File</a>   |

### 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

74

| File Description   | Documents                 |
|--|---------------------------|
| Any additional information   | <a href="#">View File</a> |
| List of research papers by title, author, department, name and year of publication (Data Template) | <a href="#">View File</a> |

### 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

27

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | <a href="#">View File</a> |
| List books and chapters edited volumes/ books published (Data Template) | <a href="#">View File</a> |

### 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

In the academic year 2022-2023, the National Service Scheme (NSS) and various departments at Pavanatma College orchestrated a series of impactful extension activities. The Cloth Collection Campaign, held on July 26, 2022, embodied the theme "A Helping Hand to Cancer Patients." Ten NSS volunteers collected clothing donations for cancer patients at Palliative Care Alphonsa Hospital.

In collaboration with Alphonsa Hospital, NSS organized a Free Medical Camp on July 31, 2022, addressing barriers to medical access and highlighting the potent synergy between education and healthcare.

On August 23, 2022 Blood Donation Camp saw twenty students generously donating blood, replenishing blood banks and reinforcing NSS's commitment to community welfare and healthcare support.

The Miss a Meal program, initiated by the Department of English on September 2, 2022, fostered community and solidarity, showcasing the power of collective action.

The Plastic Removal Campaign on September 24, 2022, contributed to environmental sustainability and raising awareness about the detrimental effects of plastic pollution.

Numerous other activities, such as Old Age Home Visits, Fundraising Initiatives, Antidrug Awareness Drives, and Educational Outreach efforts, highlighted the NSS's multifaceted contributions to societal well-being, emphasizing empathy, community engagement, and the transformative impact of collective efforts.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://pavanatmacollege.org/public/Pavanatma-Student-Support?role=NSS">https://pavanatmacollege.org/public/Pavanatma-Student-Support?role=NSS</a> |
| Upload any additional information     | <a href="#">View File</a>   |

### **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**

8

| File Description   | Documents                 |
|--|---------------------------|
| Any additional information   | No File Uploaded          |
| Number of awards for extension activities in last 5 year (Data Template) | <a href="#">View File</a> |
| e-copy of the award letters  | <a href="#">View File</a> |

**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**

16

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

**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**

848



| File Description   | Documents                 |
|--|---------------------------|
| Report of the event  | <a href="#">View File</a> |
| Any additional information   | <a href="#">View File</a> |
| Number of students participating in extension activities with Govt. or NGO etc (Data Template) | <a href="#">View File</a> |

### 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

7

| File Description   | Documents                 |
|--|---------------------------|
| e-copies of related Document   | <a href="#">View File</a> |
| Any additional information   | <a href="#">View File</a> |
| Details of Collaborative activities with institutions/industries for research, Faculty | <a href="#">View File</a> |

#### 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

23

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

## 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 has 43 smart class rooms ICT enabled with LCD projectors or digital displays to integrate technology in teaching with class room practices. Departments are equipped with desktops, laptops and internet facility. Important areas and examination halls are under CCTV camera surveillance. The college provides water filters and coolers on each floor for sufficient supply of safe drinking water. The office is computerised in order to ensure speedy processing of admission, payment of fees and similar services to students and teachers. The front office is organised for providing information. The college has one main auditorium and three seminar halls. The College provides reprographic facilities and internet browsing centre for the benefit of students and research scholars through the library. A separate reprographic and printing facility also functioning in the campus. The College runs two hostels for women and provides residence for teachers. The campus provides ample space for leisure and recreation too. An indoor stadium, outdoor stadium, yoga center and gymnasium available in the campus. A store is functioning on the campus for the provision of stationery and study materials for students. A Chapel/Prayer Hall is also arranged on the campus for prayer and meditation. The college has separate rooms for IQAC, NSS, NCC Counselling and Career Guidance, Women's Cell, Mini Cafeteria for students and staff members, Rest room for girls, and a Placement Unit.

| File Description                      | Documents   |
|---------------------------------------|---|
| Upload any additional information     | <a href="#">View File</a>   |
| Paste link for additional information | <a href="https://pavanatmacollege.org/public/Pavanatma-Campus-life-Main?id=Uk1ON08xalEwblRpbUkrZFJwRHV1OT09">https://pavanatmacollege.org/public/Pavanatma-Campus-life-Main?id=Uk1ON08xalEwblRpbUkrZFJwRHV1OT09</a> |

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

**Facilities for Sports: Indoor stadium in national standard which equipped with facilities for Volleyball, Shuttle**

Badminton, Table Tennis , Wrestling, Yoga etc. The facility became venue of 3 national championships including All India Inter University Volleyball Championship 2022-23. The indoor stadium has facilities for practicing Volleyball, Shuttle Badminton, wrestling, yoga & Table tennis. Athletics 200 meters track, Equipment for athletics field events like shot put, javelin throw, discus throw and hammer throw. Facilities for outdoor games- Basketball court, Volleyball court, Multipurpose playground, Football ground, Gymnasium, Weight lifting equipment, Power lifting equipment, Weight training facility with weight plates and bars, Physical fitness centre for boys and girls.

College has an auditorium which can house 1000 persons, Sufficient numbers of fiber chairs are provided. The auditorium is equipped with Dolby woofer sound system, stage curtains, amplifiers, accessories etc.

A well designed open stage is constructed in the campus recently for cultural activities. An open stage is also facilitated in the academic building.

The NSS & NCC Units of Pavanatma have office rooms with sufficient facilities to keep the documents, uniforms, and equipment etc.

The college has a public address system with speakers.

| File Description                      | Documents   |
|---------------------------------------|---|
| Upload any additional information     | <a href="#">View File</a>   |
| Paste link for additional information | <a href="https://pavanatmacollege.org/public/Pavanatma-Campus_life-Main?id=YzFMUWY1QmtYRU5OaVkydlZqSnZvUT09">https://pavanatmacollege.org/public/Pavanatma-Campus_life-Main?id=YzFMUWY1QmtYRU5OaVkydlZqSnZvUT09</a> |

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

43

| File Description  | Documents   |
|---|---|
| Upload any additional information   | <a href="#">View File</a>   |
| Paste link for additional information   | <a href="https://pavanatmacollege.org/public/Pavanatma-Campus_life-Main">https://pavanatmacollege.org/public/Pavanatma-Campus_life-Main</a> |
| Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template) | <a href="#">View File</a>   |

#### 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)

40. 04861

| File Description  | Documents                 |
|---|---------------------------|
| Upload any additional information   | <a href="#">View File</a> |
| Upload audited utilization statements   | <a href="#">View File</a> |
| Upload Details of budget allocation, excluding salary during the year (Data Template) | <a href="#">View File</a> |

#### 4.2 - Library as a Learning Resource

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

The library has been automated using KOHA 20.11.02.000 version. This enables automated sharing and discharging of books. Library provides a reading room which makes available Newspapers, Journals, and Magazines easily accessible for all. Free access to the Internet facility is also provided for all the users. Special reference sections are maintained for teachers publication, Career Guidance, Kerala History, Gandhian Studies, and various competitive exams. The working hours of the library is from 8.30 AM to 5 PM on all working days. The library provides access to 20531 books, 18journals and 35 magazines. More than 7periodicals, periodical bound volumes CD' ROM, etc. is made available in the library. Library is equipped with user friendly interface softwareviz.ILMS-KOHA. Library

facilitates Web OPAC, remote access to users are provides a platform to both students and teachers for N LIST subscription of Inflibnet. This Inflibnet facility provides access to more than 6000 journals and 1,99,500 e-books and National Digital Library- 600000 e-books which is really beneficial for students and research scholars. In our college library provide D-Space software our repository we are uploading question papers, teachers article, chapters etc.

| File Description                      | Documents   |
|---------------------------------------|---|
| Upload any additional information     | <a href="#">View File</a>   |
| Paste link for Additional Information | <a href="https://pavanatmacollege.org/public/pavanatma-library">https://pavanatmacollege.org/public/pavanatma-library</a> |

**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   | <a href="#">View File</a> |
| Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template) | <a href="#">View File</a> |

**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)**

**4.23**

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

#### 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

17.6

| File Description                                  | Documents                 |
|---|---------------------------|
| Any additional information                        | <a href="#">View File</a> |
| Details of library usage by teachers and students | <a href="#">View File</a> |

#### 4.3 - IT Infrastructure

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

Pavanatma has 63 Desktop computers and 58 laptop computers and all these 121 computers have Internet facility. The computer-student ratio is 1: 9. The Configuration used in the above computers differ. The desktops have processors ranging from Celeron to Corei5 Pentium, RAM ranging from 512 MB to 8 GB, SSD capacity ranging from 256-512 GB, Hard disk capacity ranging from 80 GB to 500 GB, monitors ranging from 14.5 inches LCD to 20 inches LED with optical mouse and Key Boards. Windows XP / Window 7 / Windows 8 / Windows10/ LinuxUbuntu/ lubandu are used as operating systems in these computers. In the Physics Department 12 computers are connected by LAN facility.1 Gbps VPN0BB connection installed in the College by BSNL is providing Internet connectivity in the campus. The campus is wire-free and the students and the staff can access Internet facility everywhere in the built-up areas of the campus. In case of a failure in Wi-Fi connectivity, the computers provided in the library, computer lab and the departments have direct Internet connection.. Students staying in hostel are provided with Internet facility. Teachers and students can log-in to INFLIBNET on-campus and off-campus using the log-in password.

| File Description                      | Documents   |
|---------------------------------------|---|
| Upload any additional information     | <a href="#">View File</a>   |
| Paste link for additional information | <a href="https://pavanatmacollege.org/public/Pavanatma-Campus_life-Main?id=NDFGTGs0YURHdW83R3hhSUGvbERQQT09">https://pavanatmacollege.org/public/Pavanatma-Campus_life-Main?id=NDFGTGs0YURHdW83R3hhSUGvbERQQT09</a> |

**4.3.2 - Number of Computers****121**

| File Description                  | Documents                 |
|-----------------------------------|---------------------------|
| Upload any additional information | <a href="#">View File</a> |
| List of Computers                 | <a href="#">View File</a> |

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

| File Description   | Documents                 |
|--|---------------------------|
| Upload any additional Information  | <b>No File Uploaded</b>   |
| Details of available bandwidth of internet connection in the Institution | <a href="#">View File</a> |

**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)****19.61528**

| File Description  | Documents                 |
|---|---------------------------|
| Upload any additional information   | <a href="#">View File</a> |
| Audited statements of accounts  | <a href="#">View File</a> |
| Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates) | <a href="#">View File</a> |

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.

The representative of the Manager-the Bursar- stays in the campus and personally monitors the maintenance and upkeep of infrastructure facilities. The inventory control procedures of Pavanatma makes the Principal accountable for the supervision, control, and inventory of all property of the College and requires such property, except for expendables, be inventoried annually. The college has service agreements with qualified technicians for the timely maintenance of electrical equipment, wiring, plumbing etc. The technical staff in the Physics and Chemistry laboratories have been given adequate training by various suppliers for the proper maintenance and upkeep of the equipment. The college has service agreements with suppliers for the proper servicing of the laboratory equipment. A permanent staff has been appointed for the maintenance of IT infrastructure. UPS and generator backup for the availability of regulated and uninterrupted power. Water distillation facility in the Chemistry laboratory for the constant availability purified water. Service agreement with qualified electrician and plumber for the prompt repair of wiring and plumbing defects/faults. Regular technical staff in the Physics and Chemistry laboratories for the timely maintenance of equipment.

| File Description                      | Documents   |
|---------------------------------------|---|
| Upload any additional information     | No File Uploaded  |
| Paste link for additional information | <a href="https://www.pavanatmacollege.org/assets/images/uploads/ICT_Policy.pdf">https://www.pavanatmacollege.org/assets/images/uploads/ICT_Policy.pdf</a> |

## 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**

436

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

**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**

83

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

**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   | <a href="https://pavanatmacollege.org/public/Pavanatma-Student-Support?role=Career-Guidance">https://pavanatmacollege.org/public/Pavanatma-Student-Support?role=Career-Guidance</a> |
| Any additional information  | <a href="#">View File</a>   |
| Details of capability building and skills enhancement initiatives (Data Template) | <a href="#">View File</a>   |

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

67

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

810

| File Description   | Documents                 |
|--|---------------------------|
| Any additional information   | <a href="#">View File</a> |
| Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template) | <a href="#">View File</a> |

**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 | <a href="#">View File</a> |
| Upload any additional information  | <a href="#">View File</a> |
| Details of student grievances including sexual harassment and ragging cases  | <a href="#">View File</a> |

## 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

164

| File Description   | Documents                 |
|--|---------------------------|
| Self-attested list of students placed                        | <a href="#">View File</a> |
| Upload any additional information                            | No File Uploaded          |
| Details of student placement during the year (Data Template) | <a href="#">View File</a> |

### 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

134

| File Description                                   | Documents                 |
|--|---------------------------|
| Upload supporting data for student/alumni          | <a href="#">View File</a> |
| Any additional information                         | No File Uploaded          |
| Details of student progression to higher education | <a href="#">View File</a> |

### 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**

6

| File Description   | Documents                 |
|--|---------------------------|
| Upload supporting data for the same  | <a href="#">View File</a> |
| Any additional information   | No File Uploaded          |
| Number of students qualifying in state/ national/ international level examinations during the year (Data Template) | <a href="#">View File</a> |

### 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.**

34

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

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 )

The student's union is the student government at Pavanatma. It is elected by the student community on parliamentary mode. The

principal appoints a Returning Officer every year from the faculty after the election dates are announced. The Returning officer publishes the electoral roll (consisting of all students on roll) and issues the notices regarding the dates of nomination, Two representatives, one male and another female, are elected from each class by secret ballot and forms the electoral college from which the executive body of the students' council is elected through secret ballot. The students' union consists of the Chairman, the Vice-Chairman, the General Secretary, representatives to the university students' union, the Arts Club Secretary, the Magazine Editor, the Sports Secretary and two lady representatives (who are elected by and from among the lady representatives of all classes. The tenure of the office of the students' union is one academic year. The students' union is the body in charge of organizing general programmes like the College Sports Day, Arts festival, cultural activities and publishes Annual college magazine. The following activities were done during the year. Selected student representatives are active members of IQAC, library committee etc.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://pavanatmacollege.org/public/Pavanatma-Student-Support?role=Students%20Union">https://pavanatmacollege.org/public/Pavanatma-Student-Support?role=Students%20Union</a> |
| Upload any additional information     | <a href="#">View File</a>   |

### **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**

91

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

#### 5.4 - Alumni Engagement

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

The Institution has a registered Alumni Association, Pavanatma Alumni Association Murickassery (PAAM), under the Travancore-Cochin Literary, Scientific and Charitable Societies Act-1955, with Register No.: IDK/TC/378/2022.

##### Alumni Engagements:

- The joint meetings of the alumni and the faculty provide a platform for sharing teaching and learning experiences and an opportunity for collecting feedback to improve the institution's curricular and co-curricular programmes.
- Actively supports placement training and the placement aspirations of students.
- Alumni members extend support as resource persons for capacity enhancement programmes.
- Serve as resource persons for seminars and invited lectures organised by every department on relevant topics for the students of the undergraduate and post-graduate programmes.
- Motivational talks and career guidance classes given by alumni play a key role in grooming the careers of students.
- Alumni complement the quality improvement strategies of the college as members of IQAC.

- Prominent members of the alumni community contribute to the administrative process as members of the Governing Body.
- Partial financial support to construct a house for people in need also was offered by alumni.
- Alumni members sponsored books to the college library.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://pavanatmacollege.org/public/Pavanatma-Alumni">https://pavanatmacollege.org/public/Pavanatma-Alumni</a> |
| Upload any additional information     | <a href="#">View File</a>   |

**5.4.2 - Alumni contribution during the year (INR in Lakhs)** D. 1 Lakhs - 3Lakhs

| File Description                  | Documents                 |
|-----------------------------------|---------------------------|
| Upload any additional information | <a href="#">View File</a> |

## 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

Pavanatma College has a great and noble goal to attain from the moment of its inception. Almost all the people of the region depend upon agriculture for their livelihood. The student community of the region are most often the first ones to receive higher education in their family. They, their family, and the neighborhood are absolutely ignorant of the aspects and prospects of higher education. Jobs are hard to find in the under-developed semi-forest like district, and they have to go elsewhere to bag a job. Hence the college has a manifold role to play. On one hand, it should attract the sons and daughters of the illiterate to the amazing world of knowledge and wisdom and on the other, it must be able to mould them to suit the requirements of the modern job market. The mission and vision of the institution were framed in accordance with this responsibility.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://www.pavanatmacollege.org/public/Pavanatma-About">https://www.pavanatmacollege.org/public/Pavanatma-About</a> |
| Upload any additional information     | <a href="#">View File</a>   |

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

The college operates with a decentralised and participatory governance model. The Administrative Council holds the responsibility of formulating policies. The Managing Board directs and advises the administrative council on strategies for quality improvement. The college's governing body includes the manager, principal, bursar, a syndicate member, a senior faculty member, a junior faculty member, and an administrative staff representative. The IQAC is responsible for setting quality standards, proposing improvement strategies, and evaluating the institution's attributes. The Staff Council assesses reports from various units like cells, clubs, departments, and committees, advising the principal on strategies for enhancing different aspects of the college.

Operational within the institution for decentralised governance are various cells and committees, such as the Anti-Ragging Committee, Anti-Ragging Squad, OBE Cell, NEP Implementation Cell, Prevention of Sexual Harassment Committee, Students Union, Ethics Committee, SC/ST Monitoring Cell, Internal Complaints Committee, Grievance Redressal Committee, Student Discipline Committee, Finance Committee, Planning and Evaluation Committee, Purchase Committee, Admission Committee, Student Welfare Committee, Library Committee, and Examination Committee. NEP Cell is a specialized committee established within the college administration to oversee and facilitate the implementation of the National Education Policy of 2020 (NEP).



| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://pavanatmacollege.org/public/Pavanatma-Administration?role=Administrative-Council">https://pavanatmacollege.org/public/Pavanatma-Administration?role=Administrative-Council</a> |
| Upload any additional information     | <a href="#">View File</a>   |

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Different committees, such as the administrative, academic, and infrastructure committees, are designed to meet the objectives of future plans. The administrative committee includes various subcommittees, such as the administrative council, staff council, and management board. The administrative council is typically responsible for making decisions related to administrative policies, procedures, and overall management strategies. The Administrative Council oversees the recruitment of qualified faculty for all college programs. The primary role of the Staff Council is to address and advocate for the interests and concerns of the staff. The Management Board is often responsible for making strategic decisions, setting long-term goals, and overseeing the overall direction and financial health of the institution.

Academic committees consist of the IQAC, Curriculum Planning and Implementation Committee (CPIC), SASC, Equal Opportunity Cell, Scholarship, and Diploma Committees. CPIC is to design, implement, and review curriculum in accordance with the mission, vision, and core values of Pavanatma. The IQAC, chaired by the principal and comprising nominated faculty representatives, is responsible for setting quality standards, proposing improvement strategies, and evaluating the institution's attributes based on its vision, mission, and core values. The Diploma Committee is responsible for overseeing and managing the processes related to the awarding of certificates.

| File Description                                       | Documents   |
|--|---|
| Strategic Plan and deployment documents on the website | <a href="#">View File</a>   |
| Paste link for additional information                  | <a href="https://www.pavanatmacollege.org/assets/images/uploads/Pavanatma_Road_Map_for_Development.pdf">https://www.pavanatmacollege.org/assets/images/uploads/Pavanatma_Road_Map_for_Development.pdf</a> |
| Upload any additional information                      | <a href="#">View File</a>   |

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 sets various benchmarks to ensure openness and transparency, encompassing admissions criteria, processes, and quotas. These benchmarks are established in compliance with university rules and relevant government requirements.

Different committees, such as the administrative, academic, and infrastructure committees, are designed to meet the objectives of future plans. Academic committees consist of the IQAC, Curriculum Planning and Implementation Committee (CPIC), SASC, Equal Opportunity Cell, Scholarship, and Diploma Committees. CPIC is to design, implement, and review curriculum in accordance with the mission, vision, and core values of Pavanatma. The PTA at Pavanatma College serves as a platform for parents and teachers to collaborate on various matters related to the institution and the education of students. This may include organizing and participating in school events, fundraisers, and educational programs.

The infrastructure committee is responsible for overseeing, managing, and making decisions related to the physical and technological infrastructure. The Library Committee contributes to the overall academic and research environment of the college, ensuring that the library remains a valuable resource for the entire college community.

| File Description                              | Documents   |
|---|---|
| Paste link for additional information         | <a href="https://pavanatmacollege.org/public/Pavanatma-IQAC-NAAC?role=Policies-and-Procedures">https://pavanatmacollege.org/public/Pavanatma-IQAC-NAAC?role=Policies-and-Procedures</a> |
| Link to Organogram of the institution webpage | <a href="https://pavanatmacollege.org/public/Pavanatma-IQAC-NAAC?role=Organogram">https://pavanatmacollege.org/public/Pavanatma-IQAC-NAAC?role=Organogram</a>                           |
| Upload any additional information             | <a href="#">View File</a>   |

### 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  | <a href="#">View File</a> |
| Screen shots of user inter faces   | <a href="#">View File</a> |
| Any additional information   | <a href="#">View File</a> |
| Details of implementation of e-governance in areas of operation, Administration etc(Data Template) | <a href="#">View File</a> |

### 6.3 - Faculty Empowerment Strategies

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

The institution effectively implements the welfare schemes for the teaching and Nonteaching faculties. The College makes arrangements for availing all the government schemes such as Gratuity, Pension, Commutation of Pension, Earned Leave encashment, Maternity Leave, Medical Facility, Leave on Overseas Project or Conference, Permission to attend FDP such as Orientation programmes and Refresher courses, short term courses, etc. for the career development and progression of the teaching as well as non-teaching staff. In addition to this following welfare measures are taken by the college.

- Our college authority implement all the promotion related the matter of Career Advancement Scheme for all the

### staffs

- Financial support is provided to the staff to attend workshops and conferences both at the national and international level.
- Wi-Fi facility and email addresses using the institutional domain name to the staff
- Staff Grievance Redressal Cell to address the issues and grievances of the staff
- Indoor games facility for the staff to relax and to refresh physically and mentally
- Financial assistance to the conduct of staff exposure programme and tour (Both teaching & Non-teaching)
- Canteen facility is arranged in the campus for both teaching and non-teaching staff.
- Identity cards are provided to all teaching and non teaching staff.
- Gymnasium
- Celebration of festivals
- Annual retreat and orientation for teaching and non-teaching every year
- The staff is encouraged to give suggestions and regular feedback to improve the welfare measures in the college.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://naac.pavanatmacollege.org/Pavanat-hama-College/6.3.2 Policy document on providing financial support to teachers.pdf">https://naac.pavanatmacollege.org/Pavanat-hama-College/6.3.2 Policy document on providing financial support to teachers.pdf</a> |
| Upload any additional information     | <a href="#">View File</a>   |

**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**

2

| File Description  | Documents                 |
|---|---------------------------|
| Upload any additional information   | <a href="#">View File</a> |
| Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template) | <a href="#">View File</a> |

**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**

13

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

**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

9

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

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

#### Teaching staff

The teacher, as a person and teacher as performer, is also one of the mandatory assessment for his/her performance is appraised through his/her implementation of innovative methodologies in classroom lectures, seminars, tutorials, course delivery, question paper setting and evaluation, updating of materials etc. Besides, student feedback is also considered. The performance of the faculty is evaluated based on professional contribution to academics, contribution to short term training courses, performing invigilation duties, etc.

The institution has PBAS for assessment of teaching staff. The appraisal report is based on the annual performance of the employee on the basis of their academic, research and other extracurricular activities. This format [PBAS] is filled by the employee in a given prescribed proforma, which includes all the above set related to points and sub-points. The format contains 2 parts. Part-A: General instruction, and Part-B: Academic performance. The main part, i.e., Part-B consists of 4 categories. Category-I includes "Teaching-learning and evaluation related activities of total 125 marks. Category-II includes "Co-curricular, extracurricular and professional

development related activities of total 50 marks. Category-III includes "Research and academic contribution" having no boundation of marks.

#### Non-teaching staff

Non-teaching staff members are assessed based on their performance.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://www.pavanatmacollege.org/assets/images/uploads/Statement_PDPA_Policy.pdf">https://www.pavanatmacollege.org/assets/images/uploads/Statement_PDPA_Policy.pdf</a> |
| Upload any additional information     | <a href="#">View File</a>   |

### 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

The system and regularity of various audits conducted at Pavanatma College, Murickassery are given below. There are financial and non-financial audits. Financial audits including DD/AG/DC Audit, Audit of Manager's Office (CA), and Internal Audits are conducted regularly covering a period. Non-financial audits include University Inspection, Internal Audit, Energy Audit, and Academic Audit. The target of various audits includes office, campus, administration, units, activities, campus, etc. In case any audit objection arises, the concerned section or unit will take immediate remedy action based on the suggestion to nullify the effect of such transactions which caused the audit objection. This is as per the action suggested by the audit officer or audit staff concerned.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://www.pavanatmacollege.org/public/Pavanatma-Administration?role=Task-Force">https://www.pavanatmacollege.org/public/Pavanatma-Administration?role=Task-Force</a> |
| Upload any additional information     | <a href="#">View File</a>   |

### 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)**

3.24575

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

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

Pavanatma College has a transparent system of managing and mobilizing its financial resources to provide the best resources to the students and faculty to meet its requirements in the academic field. Programmes and extension activities planned by various departments should seek advice from IQAC. The IQAC should analyze the needs of each programme and the organization's comparative advantage from that programme. The college encourages each department to find sponsors while conducting seminars, fests and conferences. The involvement of the Alumni Association and PTA is ensured while implementing various developmental programmes on the campus. The permanent staff of the College contributes two days' salary for development purposes. All the construction and maintenance works are undertaken by the management after conducting a feasibility study. The faculty are encouraged to avail of different research incentives/ funds/ aids by various agencies. Sealed tender is called for amounts greater than Rs. 100,000/-and quotations for smaller amounts in all purchases. Payments and receipts are made only through a single point. The Finance and Accounts section of the Office handles the responsibility of implementing all tasks related to finance and accounting by the rules, regulations financial policies framed by the respective authorities.



| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="http://www.pavanatmacollege.org/assets/images/uploads/PQM.pdf">http://www.pavanatmacollege.org/assets/images/uploads/PQM.pdf</a> |
| Upload any additional information     | <a href="#">View File</a>   |

## 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

**IQAC of Pavanatma College is constantly working on quality improvement in various areas. Under the aegis of IQAC the Curriculum Planning and Implementation Committee prepares a detailed academic plan for each academic year and ensures optimum utilization of the available infrastructure. The Academic Calendar is prepared and uploaded on the institutional website. IQAC has adopted quality improvement strategies in areas like curriculum development, teaching-learning, examination and evaluation, research and development. IQAC has focused on the implementation of e-governance in areas like Planning, Administration, Finance and Accounts, Admission Process, Examination and Evaluation. IQAC initiates Capacity Building Programmes for teaching and administrative staff throughout the year. For teaching faculty efforts are taken for enhancing knowledge from domain areas. Awareness about research-based pedagogies is generated through workshops and interactive discussions.**

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://www.pavanatmacollege.org/public/Pavanatma-IQAC-NAAC?role=Policies-and-Procedures">https://www.pavanatmacollege.org/public/Pavanatma-IQAC-NAAC?role=Policies-and-Procedures</a> |
| Upload any additional information     | <a href="#">View File</a>   |

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

**The feedback committee seeks feedback regularly from all stakeholders. Based on the feedback actions are taken in the form of communication to the concerned teachers and the**

teachers are suggested to conduct bridge courses, add-on courses and remedial courses and to use ICT-based teaching methods to improve the teaching-learning process. IQAC initiates Capacity Building Programmes for teaching and administrative staff throughout the year. For teaching faculty efforts are taken for enhancing knowledge from domain areas. IQAC organizes training sessions for defining learning outcomes and their attainment. Half-yearly reports are collected from the faculty to assess the progress of the teaching-learning process. An internal end-semester review of the academic activities is conducted and the report is submitted to the staff council. At the end of the academic year, the principal visits each department and interacts with the faculty and staff verifies the records and documents personally and receives the report from the HoD and coordinators of various cells and committees regarding all activities undertaken that year. From the findings of this audit, the principal prepares his annual report to be submitted to the Administrative Council and the stakeholders on the Annual Day.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://pavanatmacollege.org/public/Pavanatma-IQAC-NAAC?role=IQAC-Feedback">https://pavanatmacollege.org/public/Pavanatma-IQAC-NAAC?role=IQAC-Feedback</a> |
| Upload any additional information     | <a href="#">View File</a>   |

**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)**

**B. Any 3 of the above**

| File Description   | Documents   |
|--|---|
| Paste web link of Annual reports of Institution                                    | <a href="https://pavanatmacollege.org/public/Pavanatma-IQAC-NAAC?role=Annual%20Report">https://pavanatmacollege.org/public/Pavanatma-IQAC-NAAC?role=Annual%20Report</a> |
| Upload e-copies of the accreditations and certifications                           | <a href="#">View File</a>   |
| Upload any additional information  | <a href="#">View File</a>   |
| Upload details of Quality assurance initiatives of the institution (Data Template) | <a href="#">View File</a>   |

## 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 sensitization is not a matter for students alone but is required in all colleges and universities, and for all sections of the community - students, faculty in all disciplines, support staff, and administration.

Gender Sensitization implies accepting the basic rights associated with Gender equality among all persons, and non-discrimination towards those whose gender identity places them in a situation of disadvantage or vulnerability. In the context of Higher Education Institutions, places where people work, study, and often live together over several years in the context of teaching and learning, the nature and scope of gender sensitization are particularly important. There is confusion and ignorance about women's rights, questions of sexuality, interaction among peers, norms of masculinity and femininity, and an understanding of the diverse and heterogeneous composition of college and university campuses. A Gender Audit is also conducted.

| File Description   | Documents   |
|--|---|
| Annual gender sensitization action plan  | <a href="https://www.pavanatmacollege.org/assets/images/uploads/gender_sensitisation_policy.pdf">https://www.pavanatmacollege.org/assets/images/uploads/gender_sensitisation_policy.pdf</a> |
| 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 | <a href="https://www.pavanatmacollege.org/assets/images/uploads/7.1.1.pdf">https://www.pavanatmacollege.org/assets/images/uploads/7.1.1.pdf</a>   |

|  |                                 |
|--|---------------------------------|
| <b>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</b> | <b>A. 4 or All of the above</b> |
|--|---------------------------------|

| File Description               | Documents                 |
|--------------------------------|---------------------------|
| Geo tagged Photographs         | <a href="#">View File</a> |
| Any other relevant information | <a href="#">View File</a> |

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

|  |
|--|
| <p><b>SOLID WASTE MANAGEMENT</b></p> <ul style="list-style-type: none"> <li>• <b>Biogas Plant:</b> The biogas plant uses the majority of the food waste produced on the college dorm to create renewable biogas energy. Cooking is done in the kitchen using this energy.</li> <li>• The food waste is also used for poultry and piggery.</li> <li>• Solid bio-waste is used for vermicomposting and the compost is used for herbal gardening.</li> <li>• There are separate bins for degradable and non-degradable waste in each class room,</li> <li>• The waste from the various rooms are collected in the waste segregation centre and scrutinized for segregation.</li> <li>• The segregated waste is sold to outside agencies for recycling.</li> </ul> |
|--|

**LIQUID WASTE MANAGEMENT**

- Liquid waste is generated in the wash areas (bath rooms, toilets), labs, canteen and snack area
- Waste water passes through drains and gets absorbed into the earth midway through the college ground.

**E-WASTE MANAGEMENT**

All electronic waste, including scrap from hard drives, CPUs, and lab equipment, is sold on the open market. Printer cartridges are filled once more. The college also promotes the usage of refilled laser toners and inkjet cartridges. The old CRT displays have been replaced with more energy-efficient LCD ones. Additionally, the college executes an MOU with Northamps ENV Solutions, Cochin, for the handling of e-waste.

| File Description  | Documents                 |
|---|---------------------------|
| Relevant documents like agreements / MoUs with Government and other approved agencies | <a href="#">View File</a> |
| Geo tagged photographs of the facilities  | <a href="#">View File</a> |

**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 | <a href="#">View File</a> |
| Any other relevant information                    | <a href="#">View File</a> |

**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                       | <a href="#">View File</a> |
| Various policy documents / decisions circulated for implementation | <a href="#">View File</a> |
| Any other relevant documents                                       | <a href="#">View File</a> |

**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 | <a href="#">View File</a> |
| Certification by the auditing agency                                      | <a href="#">View File</a> |
| Certificates of the awards received                                       | <a href="#">View File</a> |
| Any other relevant information  | <a href="#">View File</a> |

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy**

**A. Any 4 or all of the above**

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

| File Description   | Documents                 |
|--|---------------------------|
| Geo tagged photographs / videos of the facilities                        | <a href="#">View File</a> |
| Policy documents and information brochures on the support to be provided | <a href="#">View File</a> |
| Details of the Software procured for providing the assistance            | <a href="#">View File</a> |
| Any other relevant information   | No File Uploaded          |

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).

Democratic values of intercultural, interregional, interlinguistic, and intercommunal harmony are ingrained in the college. It aspires to be a diverse community by fostering secularism, respect for moral principles, and religious belief. The college establishes these ideals as its guiding principles and instils them in its stakeholders. The college's instructors, staff, and students represent a cross section of many socioeconomic, linguistic, and regional backgrounds. According to university regulations, admission to UG and PG programmes is handled through a single window system. For SC, ST, and other underdeveloped communities, there are unique accommodations. Additionally, places are set aside for students under the cultural and athletic quotas. The college gives economically disadvantaged students additional attention and has started a variety of programmes to help them fit in. Harmony among cultures, regions, languages, and communities By recognising the days of cultural and regional significance, the college honours the linguistic, social, and regional harmony and accepts these differences

| File Description   | Documents                 |
|--|---------------------------|
| Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution) | <a href="#">View File</a> |
| Any other relevant information   | No File Uploaded          |

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

Professional ethics, gender equality, human values, the environment, and sustainability have all been successfully incorporated by the institution. The numerous programmes offered by the college help students develop the principles embodied in the Indian Constitution. We uphold the equality and fraternity clauses of the constitution. Except for various reservation quotas, UG and PG admissions are handled through a single window system. For the institution's advancement, all the stakeholders work together as a unit. Regular PTA meetings guarantee efficient and democratic operation. The mentor-mentee system and remedial tutoring ensure that teachers give each student their undivided attention. The EOC and Page 111/116 Annual Quality Assurance Report of PAVANATMA COLLEGE Women Cell's programmes on gender sensitization help the college's students for learning legal awareness classes also are held to inform students of their legal rights, particularly female students. The university offers value education courses, and these courses are crucial to the students' overall growth. Value education classes have a weekly allotment of one hour, and regular evaluation is ensured. In order to ensure that elections for the State and Central assembly are conducted smoothly, college lecturers serve as presiding and polling officers. As a result, the college's founding principles always uphold the values of the constitution.

| File Description   | Documents   |
|--|---|
| Details of activities that inculcate values; necessary to render students in to responsible citizens | <a href="https://www.pavanatmacollege.org/assets/images/uploads/7.1.9_Details_of_activities.pdf">https://www.pavanatmacollege.org/assets/images/uploads/7.1.9_Details_of_activities.pdf</a> |
| Any other relevant information   | <a href="https://naac.pavanatmacollege.org/Pavanat_hama-College/7.1.4_Activity_Reports.pdf">https://naac.pavanatmacollege.org/Pavanat_hama-College/7.1.4_Activity_Reports.pdf</a>           |



| <p><b>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</b></p> <p><b>4. Annual awareness programmes on Code of Conduct are organized</b></p>  | <p><b>A. All of the above</b></p> |           |                                |                           |  |                           |                                |                         |  |
|---|-----------------------------------|-----------|--------------------------------|---------------------------|--|---------------------------|--------------------------------|-------------------------|--|
| <table border="1"> <thead> <tr> <th data-bbox="86 680 533 757">File Description</th> <th data-bbox="533 680 1406 757">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 757 533 860">Code of ethics policy document</td> <td data-bbox="533 757 1406 860" style="text-align: center;"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="86 860 533 1151">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</td> <td data-bbox="533 860 1406 1151" style="text-align: center;"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="86 1151 533 1218">Any other relevant information</td> <td data-bbox="533 1151 1406 1218" style="text-align: center;"><b>No File Uploaded</b></td> </tr> </tbody> </table> | File Description                  | Documents | Code of ethics policy document | <a href="#">View File</a> | 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 | <a href="#">View File</a> | Any other relevant information | <b>No File Uploaded</b> |  |
| File Description  | Documents                         |           |                                |                           |  |                           |                                |                         |  |
| Code of ethics policy document  | <a href="#">View File</a>         |           |                                |                           |  |                           |                                |                         |  |
| 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  | <a href="#">View File</a>         |           |                                |                           |  |                           |                                |                         |  |
| Any other relevant information  | <b>No File Uploaded</b>           |           |                                |                           |  |                           |                                |                         |  |
| <p>7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals</p>  |                                   |           |                                |                           |  |                           |                                |                         |  |
| <p>The college makes every effort to uphold the democratic, secular, nationalist, and patriotic principles envisioned in the Indian constitution. The college recognizes days of national significance with the appropriate regard and consideration in order to instill these values in the students. The institution pays close attention to the universal spirit of these observations, which cut beyond borders of religion, caste, class, and geography. Under the initiative of day observation cell, the following days are observed in the academic year 2022-23.</p> <ol style="list-style-type: none"> <li>1. Reading day</li> <li>2. World Yoga day</li> <li>3. International day against drug abuse</li> </ol>  |                                   |           |                                |                           |  |                           |                                |                         |  |

4. World Population Day
5. Independence Day
6. National Sports Day
7. Onam
8. Gandhi Jayanthi
9. International Day for the Elimination of Violence against Women
10. Christmas
11. National Youth Day
12. National Science day 13. International Women's Day

| File Description  | Documents                 |
|---|---------------------------|
| Annual report of the celebrations and commemorative events for the last (During the year) | <a href="#">View File</a> |
| Geo tagged photographs of some of the events  | <a href="#">View File</a> |
| Any other relevant information  | No File Uploaded          |

## 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 Institutional Practices - I

**Title:"Herbal Garden & Herbarium: Promoting Biodiversity Conservation and Education"**

**Objectives of the Practice: To create a platform for biodiversity conservation.**

**The Context: In our region, traditional herbal knowledge was at**

risk. To address this, we established herbarium and herbal garden.

The Practice: Students collect, preserve, and catalogue of plant specimens.

Evidence of Success: Herbal Garden has more than 250 species of Medicinal Plant species.

Problems Encountered and Resources Required:

Space constraints, initial costs for setting up the herbarium, and the need for skilled personnel. Challenge is funding.

Methodology : Bhoomithra Club, the herbal garden is being developed and preserved in the campus. Watering, removing weeds, manuring, pruning, etc. are done by them.

Best Institutional Practices - II, Palliative Home Care

Objectives of the practice: To Provide awareness to stakeholders on the crucial need of extending support to the needy.

The context: There is a major category of people include the aged, bed- ridden, paralysed, economically backward.

The Practice: Medicare, food support, equipment. are provided.

Evidence of success: Without any external influence they volunteer financial assistance to the needy.

Problems encountered : To coordinate the programme with the syllabus and curriculum.

Resources required : our time.

| File Description                            | Documents   |
|---|---|
| Best practices in the Institutional website | <a href="https://www.pavanatmacollege.org/assets/images/uploads/7.1.9_Details_of_activities.pdf">https://www.pavanatmacollege.org/assets/images/uploads/7.1.9_Details_of_activities.pdf</a> |
| Any other relevant information              | <a href="https://pavanatmacollege.org/public/Pavanatma-IQAC-NAAC?role=Best-Practices">https://pavanatmacollege.org/public/Pavanatma-IQAC-NAAC?role=Best-Practices</a>                       |

### 7.3 - Institutional Distinctiveness

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

The College is located in the village Murickassery, which is pitifully backward even by the standards of the educationally and financially backward district of Idukki. The college opened the doors of higher education for the first time to the poor settlement farmers and the tribes of the region. The tribal people and low-income farmers still look at the College as the only answer to the educational needs of their children. The following measures are taken by the college for promoting the education of women in the region.

- Preference is given to girl students in admission through management quota.
- Free training to local women.
- Well-equipped facilities for the women.
- Day's observation with talks, discussions, exhibitions etc.
- The analysis of the data relating to the aspects like rank holders, outstanding performers in sports and cultural, placement, progression, competitive examinations and the recipients of "Chief Ministers Student Prathibha Scholarship" are revealed that the majority of them are of girl's.
- The college gives preference to girl students in conducting various programmes and the major events are South Zone Inter University (Women) Volleyball Championship, All India Inter University (Women) Volleyball Championship, National Classic Powerlifting Championship (Men & Women), Mahatma Gandhi University Weightlifting (Men & Women)

| File Description                             | Documents                 |
|--|---------------------------|
| Appropriate web in the Institutional website | <a href="#">View File</a> |
| Any other relevant information               | <a href="#">View File</a> |

### 7.3.2 - Plan of action for the next academic year

- SSR will be submitted.
- College will participate in NIRF.
- Renovation and beautification of campus with financial assistance from RUSA
- More number of diploma programs including MOOC, SWAYAM courses will be introduced during the next academic year.
- PAAMS will be upgraded with the addition of more modules.
- ICT training programs will be organised for the faculty and NTS.
- Training on Innovative Teaching programs will be organised for the faculty.
- Training and orientation programs on NEP will be organised for the faculty