



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution		POOKOYA THANGAL MEMORIAL GOVERNMENT COLLEGE, PERINTHALMANNA
• Name of the Head of the institution	AFSAL JAMAL P	
• Designation	PRINCIPAL IN CHARGE	
• Does the institution function from its own campus?	Yes	
• Phone no./Alternate phone no.	04933 227370	
• Mobile no	9446300187	
• Registered e-mail	ptmgcpmna@gmail.com	
• Alternate e-mail	iqacptmgc@gmail.com	
• Address	PATHAIKKARA PO, PERINTHALMANNA	
• City/Town	PERINTHALMANNA	
• State/UT	KERALA	
• Pin Code	679322	
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	CALICUT UNIVERSITY				
• Name of the IQAC Coordinator	Dr. MOHAMMED NOORUL AMEEN V				
• Phone No.	09846216130				
• Alternate phone No.	04933 294984				
• Mobile	9539027365				
• IQAC e-mail address	iqacptmgc@gmail.com				
• Alternate Email address	ptmgcpmna@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	http://ptmgc.ac.in/wp-content/uploads/sites/117/2021/12/PTM-GC-AQAR-2019-20.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	http://ptmgc.ac.in/wp-content/uploads/sites/117/2022/01/College-Calendar-2020-21-edited-1.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.18	2015	01/05/2015	30/04/2020
6.Date of Establishment of IQAC			24/04/2015		
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
Lab & Library Development Fund	Plan fund	State government	2020-21	1566696
Infrastructure up gradation	Plan fund	State government	2020-21	2299150
Quality enhancement and upgradation	Plan fund	State government	2020-21	15000
Matching Grant	Plan fund	State government	2020-21	239500
Information Technology and Modernisation	Plan fund	State government	2020-21	133000
Students support welfare and outreach	Plan fund	State government	2020-21	51097
Renovation of electrical installation in Old block	Non plan fund	State government	2020-21	950000
8. Whether composition of IQAC as per latest NAAC guidelines			Yes	
<ul style="list-style-type: none"> • Upload latest notification of formation of IQAC 			View File	
9.No. of IQAC meetings held during the year			3	
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 			No	

<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File	
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11. Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>1. Introduced varied ICT tools for better and effective transaction of the curriculum 2. Distributed academic kits to all students in the college and text books were also given to the needy students 3. Provided mobile phones to the financially backward students to help them attend online classes 4. Sanitizer and masks were made and distributed to the students and the public 5. College infrastructures were handed over to the health department during the time of Pandemic and they were converted into FLTC centres</p>		
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
Strengthening the emotional and mental health of students and teachers during the time of Pandemic	Counselling sessions given to students. The platform of Jeevani convened programmes to ensure mental health
Introducing the ICT tools and other online platforms	Workshops for teachers were conducted to introduce innovative ICT tools
Identifying the financially weak students and assisting them	Academic kits consisting of books and stationary materials were provided to the students
Promoting research attitude in the campus	Initiatives taken in order to help teachers attend seminars and workshops. Teachers were encouraged to publish research articles in journals and magazines.
Introduced Mentor - Mentee system	Mentoring system, introduced with the support of IQAC, helped in building a better teacher-student rapport. It provided great emotional support and consolation for students in the otherwise turbulent times of the Pandemic
13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
COLLEGE COUNCIL	11/03/2022
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2020-21	08/02/2022

Extended Profile

1.Programme

1.1	252
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	1054
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	192
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	324
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	45
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	45
Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution	
4.1	30
Total number of Classrooms and Seminar halls	
4.2	40.06
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	147
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

PTM Government College, with its well qualified and dedicated teachers and its other variegated resources, has become an efficient centre of curriculum implementation. As the college is affiliated with the University of Calicut, it is bound to follow the curricular structure of the university. So the focus is majorly on the implementational level of the curriculum. Via its two research centres and UG and PG departments, the college devises and utilises new and effective pedagogical strategies to deliver the curriculum in a productive and successful way. The college has a systematically executed mechanism for the proper delivery of the curriculum. In order to guide and monitor the curricular implementation of the college, there is an Academic Monitoring Committee headed by the Principal of the college. ICT enabled smart classrooms, extensively used library resources and proper infrastructural facilities catalyse the effective execution of curriculum. The research temperament and frequently updated knowledge of the teachers ensure the achievement of the curricular objectives emulated by the university. Each batch of students gets an orientation programme

organized by the faculty in order to introduce the beginners to the curricular objectives of the courses. The faculty members switch between different types of teaching methods to suit to various topics and the learning needs of the students. Learner-centred methods used by the teachers in the classes using strategies of group discussions, brainstorming and seminars help students to improve their presentation and social skills and broad understanding of the topics. The covid pandemic period became an opportunity for the teachers to utilize extensively the possibilities of technology for implementing the curriculum. The faculty utilises Moodle, the learning management system in an effective way. Department level student associations function as a platform for students to express their views of the academic realm through debates and discussions. The alumni of the college who are placed in remarkable positions in reputed institutions provide career guidance and insight to the students about the latest trends and opportunities in their respective fields. Various committees and clubs are formed by the college for ensuring students' overall development. A system of continuous evaluation monitors the comprehensive progress of the students. In mentoring meetings, mentors ask students to share their academic experiences, and suitable changes in teaching methods are made accordingly. Remedial and additional classes are given to those who need them. Staff meetings function as a space for teachers to share their teaching experiences and plan new strategies for curriculum implementation.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://ptmgc.ac.in/?page_id=269

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

Each year the college issues an academic calendar which is diligently followed by the institution to conduct all its curricular and co-curricular activities in a time-bound manner. Anticipating the most suitable time for each programme, the calendar functions as a holistic blueprint of all the college activities in an academic year. All the programmes within the span of an academic year including the beginning and end of odd and even semester classes, internal examinations, sports days and arts festivals all are designed and carried out according to the stipulated plans of the calendar. During the Covid pandemic period, when the classes were

switched from offline to online mode the college faced difficulties in conducting some of the programmes as planned in the calendar. But the college has enormously used the scope of the virtual platform to organize its activities in an effective and flexible manner.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://ptmgc.ac.in/wp-content/uploads/sites/117/2022/01/College-Calendar-2020-21-edited-1.pdf

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	View File
Any additional information	View File

1.2 - Academic Flexibility

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

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

11

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

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

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

1

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

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

11

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

1.3 - Curriculum Enrichment

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

The institution takes special interest in sensitizing students to the issues of social and ecological importance. The common courses offered by the university like 'Zeitgeist: Readings on Society and Culture', 'Spectrum: Literature and Contemporary Issues', and 'Signatures' are skilfully utilized by the teachers in order to inculcate awareness in students about the major issues of the

contemporary world like human rights violation, environmental issues, gender disparity, etc. The institution integrates and implements the curriculum in such a way that the students will form an empathetic understanding of these issues. The audit papers like Environmental Studies, Disaster Management, Human Rights, Gender Studies, Ability Enhancement Course and Professional Competency Course also enrich the possibility of integrating relevant topics like professional ethics, gender, human values, environment, and sustainability in the curriculum.

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

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

11

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

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

301

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

1.4 - Feedback System

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	http://ptmgc.ac.in/wp-content/uploads/sites/117/2022/03/1.4.1-Feedback-analysis-Report.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://ptmgc.ac.in/?page_id=332

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

369

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

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

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

192

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

2.2 - Catering to Student Diversity

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

The Main Departments of the College Physics, Chemistry, Maths, English, Arabic, and Commerce adopt their own methods to distinguish advanced and slow learners. Screening tests through various modes are conducted and then the students are categorized. Special classes, Peer teaching, coaching classes, exercises to develop language skills, multilingual translation training, presentations, preparing video talks, spoken and written drills to rectify learning difficulties, etc are adopted for slow learners. The mentoring system also helps students to overcome their challenges and make improvements in their studies. Interaction with Researchers, Comprehensive reading and analysis, writing appreciations, supporting slow learners in their progress are some of the academic tasks given to advanced learners. Remedial coaching is provided to the students who are academically weak. Apart from this, realizing the role of communication skills in opening new vistas, leading to better performance and career advancement, English Dept conducted a Language aptitude test immediately after the commencement of first-year graduate and post-graduate courses. The department then equips the students from various backgrounds to communicate effectively and proficiently in English. The Postgraduate Department of Commerce and

Management Studies has created a student support team headed by the tutor for supporting the differently-abled students. This team includes a physical support team, academic support team, and personal support team. Slow learners and advanced learners also have the facility to approach the Counselor of College under the Jeevani programme for suggestions, clarifications, and other aids. Apart from that exam anxieties, depressions, performance problems, stress relief solutions, other study-related issues are addressed to the Jeevani Counselor of the College.

File Description	Documents
Paste link for additional information	http://ptmgc.ac.in/
Upload any additional information	View File

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

Number of Students	Number of Teachers
937	45

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

The science students arrive at scientific hypotheses with aid of lab experiments. For this, well-equipped labs have been provided in the science departments. The Dept of Chemistry arranged a Virtual industrial Visit to Sagara Laboratory, Dept. of Material Science and Engineering, Tokyo Institute of Technology, Japan. After the virtual visit, the students prepared a detailed report of the same. PG students help junior students with experiments in the lab. Group learning was a method adopted to share different thoughts regarding their subjects. Vocabulary contests, debates, participation in interdepartmental/ intercollegiate literary competitions/contests, GD's and webinars, assigning writings out of syllabus and its presentations are done by the students of Arts Departments. Student seminars, demonstrations, paper presentations have been done to enhance and enrich students learning experience in all departments. The Commerce Dept has introduced Tally as an Add on

Course for the students of Dept. to improve their employability. Income Tax Return, E-Filing has been introduced as a Certificate Course in the Commerce Department to other department students. Reading Day programs, Malayala Bhasha Dinam, Hindi Diwas were organized. Activities for the protection of the environment, plastic-free campus projects have been implemented. Club activities are mainly organized by students, thus enhancing their involvement. Covid related duties were done by students with their own initiative. Degree, PG projects are also done in an effective way. The open course system introduced in the 5th semester enables students to learn a subject other than their subject which provides them an opportunity to gather and experiment a different knowledge. Assignments and seminars assigned from an outside syllabus help students to develop their critical thinking. College library also promotes the self-learning capacity among students.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

The outbreak of Covid 19 forced teachers to adopt a virtual mode of learning. As most of the students are from remote areas, the teachers adopted sharing live and recorded sessions so that all were able to access the new mode of teaching. Training Sessions were provided by the University and Collegiate Education to implement a common platform like LMS for a college. A request for an LMS platform was forwarded to DCE. Till the implementation period, teachers adopted various Online Teaching tools and methods for the smooth running of classes like Google Meet, Google Classrooms, Telegram, Zoom Meet, Teachmint, WhatsApp, etc with the support of Jam Board, PPT, and Whiteboard. Digital classes were recorded and uploaded on YouTube Channels. The launch of YouTube channels by students of the English Dept for academic deliberations, participation/presentation of research papers in national webinars, and the successful completion of Massive Open Online courses testify to the shift in the new dynamics of learning.

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

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

2.3.3.1 - Number of mentors

47

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

2.4 - Teacher Profile and Quality

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

45

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

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

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

07

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

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

2.4.3.1 - Total experience of full-time teachers

186

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

2.5 - Evaluation Process and Reforms

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

Internal assessment is done for all semesters in a transparent mode. Seminars, assignments, attendance, and internal exams are conducted for students for their quality improvement and the marks are displayed as well as signatures are obtained from students after checking their marks. Letters regarding their absence are collected from students personally to rectify their attendance if necessary. Tutors and Heads of the Departments listen to their grievances and make them understand if their worries are genuine or not. A Grievance and Redressal Cell is also functioning in the College for the students, but serious issues have not been reported for the academic year. If the students are not satisfied with the grievance addressed by the Department they can approach the Grievance and Redressal Cell for further process.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

The College provides a mechanism to students for redressing their grievances on academic matters. Grievances related to internal assessment, victimization, attendance, conducting of examinations, etc are looked into and solved by the Grievance and Redressal Cell. To ensure equal justice to all students without any discrimination is the prime objective of the body. The Cell also aims to uphold the dignity of the institution by promoting cordial student-teacher relationships. The Grievance and Redressal Cell consists of faculties from different Departments and the Heads of the Department. This Cell acts on the basis of the complaints received from students and goes for the details by conducting an inquiry of its own. A report would be submitted to the Higher authorities recommending actions to be taken if any. As a third level, the students can approach the University for their academic-related grievances.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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 Higher Education sector always aims at student performance and learning outcomes as an achievement of every institution as it is the main quality indicator. After the successful completion of a programme, a student has to demonstrate his skills ,knowledge,abilities and attitudes in their respective fields. PTM Govt College offers programme in Science,Humanities,Commerce and BBA.The Course outcomes and learning outcomes are defined by the Calicut University to which it is affiliated.Programmes and course outcomes of all disciplines are displayed in the College Website and are communicated to students and teachers.Admission Committee Convener and the Students Help Desk too intimate students about

various courses. Induction programmes are also conducted at the beginning of each academic year which enables the students to know the programmes and course outcomes as well other activities related to it. They are also given a briefing on extra curricular activities given by the College through various Clubs and statutory bodies. This gives a chance to students for a learning beyond classrooms too.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://ptmgc.ac.in/
Upload COs for all Programmes (exemplars from Glossary)	View File

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

Attainment of programme outcomes and course outcomes are evaluated by the College each year through internal assessments and semester exams. Attendance, seminars, presentations, assignments, internal exam come under assessment category. Projects and viva voce are also part of the course outcome. Feedback system also enables to evaluate the attainment of programmes offered. After the declaration of results an analysis is done by departments. The comments and suggestions of teachers are taken into account for further improvement.

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

2.6.3 - Pass percentage of Students during the year

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

253

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

2.7 - Student Satisfaction Survey

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

https://docs.google.com/forms/d/15losHRmyrrAfXPeGGQWK1M7Oq5Xs4IVq1y2cnAyl_NM/edit

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

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

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

3.1.2.1 - Number of teachers recognized as research guides

5

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

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

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

0

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

3.2 - Innovation Ecosystem

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

Being an institution, which hosts two research departments, the college provides an optimum atmosphere for research. Owing to Covid 19 Pandemic in the academic year 2020-21, research activities of the college were shifted to new modes of operation which were in sharp contrast with the existing system. Researchers were given residential instruction and were prompted to use more flexible and available resources. Special attention was paid to mentoring activities. Digital resources were made available to the students and researchers and faculty learned more to depend on online resources. The two research departments of the college have well-furnished and computerized research rooms. Postgraduate departments, in order to nurture the research skills of the students, provide due orientation by familiarizing research methodology, and various research journals. Every graduate Programme has a compulsory dissertation / project course to inculcate research activities among the graduates.

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

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

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

1

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

3.3 - Research Publications and Awards

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

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

4

File Description	Documents
URL to the research page on HEI website	http://ptmgc.ac.in/?page_id=166
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

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

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

8

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

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

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

7

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

3.4 - Extension Activities

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

As the college is located in a minority area, we have a practice of carrying out various extension activities which are equally useful to the neighboring community. We are rich with various Clubs, Cells, and student organizations and departments. In 2020-2021, we faced certain hurdles in conducting such programs in their usual way. All the club activities were initiated in college only in the month of January 2021. The NSS of the College has conducted a "Hair Donation" Camp in collaboration with the Hair Donation Club of Perinthalmanna on 21st March 2021. About 18 students donated their hair and the program inculcated empathy for suffering people among students. NSS Volunteers manufactured masks and distributed them in the neighboring community. Bhoomithrasena has conducted different online sessions led by eminent ecologists sensitizing students about environmental awareness. The Club also initiated Planting of Sapling, thus providing an insight to protect and save trees. Jeevani conducted online sessions focusing on the overall well-being of every student. The Department of Chemistry took an initiative in making sanitizer and distributed it in the neighboring community.

File Description	Documents
Paste link for additional information	http://ptmgc.ac.in/?page_id=676
Upload any additional information	View File

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

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

2

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

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

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

6

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

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

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

570

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

3.5 - Collaboration

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

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

0

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

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

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	No File Uploaded

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.

PTM Government College, Perinthalmanna has a well-developed high-tech campus of 25 acres consisting of two blocks for academic and administrative purposes, a library block, girls hostel building, staff quarters, an auditorium, a spacious ground, canteen, crèche facility, student amenities and enough space for future expansion. The campus is equipped with modern facilities and learning resources to achieve academic excellence according to its vision and strategic objectives.

The infrastructure facilities can be categorized as Learning Resources, Support Facilities and Utilities.

(a) Learning Resources include resources and infrastructure required for Library, Laboratories, Computer centre, ICT enabled Classroom, Public Address System and Seminar halls for events, meetings and conferences.

The available physical infrastructure is utilised to the maximum possible extent by proper planning of classes through timetable. All main departments have at least two ICT enabled classrooms. All the laboratories have sophisticated equipment, and they are judiciously used for the benefit of the students. Classrooms are equipped with public address system for effective communication with students. The college continuously strives to create and enhance infrastructure in terms of both buildings, and other facilities to provide a good teaching-learning environment. The Chemistry lab has been fully fitted with required equipment this year. Sharing of laboratory facilities is also encouraged between faculties. There are three seminar halls and one ORICE room. These are used for conducting

meetings, conferences, seminars and other events.

The Library at PTM Government College, Perinthalmanna is centrally located in the campus and easily approachable from all buildings. It has approximately 39000 books covering a range of subjects including English, Malayalam, Arabic, Hindi Literature, Physics, Mathematics, Commerce, Chemistry, History, Statistics, and Computer Science. There are also books on various other common subjects and competitive exams, which are useful for students for personal development, career planning and development.

(b) Support facilities include Hostels, Staff Quarters, Canteen, Auditorium, Cooperative Store, Biodiversity Park, Sports Grounds, Gymnasium, Ladies Room and Crèche Facility.

Girls Hostel: Fully furnished Girls hostel is functioning since 2019. There are 24 rooms which can accommodate 96 students with a common study hall, mess hall and enough sanitary facilities. Rooms for 2 resident tutors, 1 warden and a guest room are also provided inside the hostel.

Staff Quarters: The teaching staff who are from other districts and for off places in Malappuram are given accommodation in the six 3BHK quarters which are exclusively for gazetted teachers. There are also four 2BHK quarters for non-gazetted staff and one individual house for the Principal.

Canteen: The canteen caters to the needs of students and staff adequately at a reasonable rate and in a hygienic environment.

Auditorium: The College has an auditorium, which can accommodate around 500 students. All major programs are conducted in the auditorium like Arts Fest, Orientation of new comers, programs conducted by various clubs, departments etc.

Biodiversity Park: The students under Bhoomimitra Sena club maintain a biodiversity park near the main block.

Sports Ground: PTM Government College has a dedicated Physical Education Department with a permanent faculty to train the students. All the equipment and sports accessories are easily accessible to the students through the sports office. The indoor and outdoor sports facilities are available for students, faculty and residents of the campus.

Student Amenities Centre: There is a small room for students near the ground. Students use it during sports as changing room and rest room.

Creche: PTM Government has a crèche for the children of its staff and students. This crèche is ready for occupation. There is a plan to make it operational in 2022 after the covid 19 pandemic is under control.

Co-operative Store: There is a well-stocked cooperative store in the college. It caters to all the need of students with respect to textbooks, notebooks, records and other small stationery items. There is also a facility for taking copies and printing from the net.

(c) Utilities include safe drinking water, restrooms.

Filtered drinking water facility are provided in each building for the students. There is a Ladies room for Girl students, which is used as restroom and prayer hall.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://ptmgc.ac.in/?page_id=629

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

Sports facilities:-

PTM Government College has a dedicated Physical Education department with a permanent faculty to train the students. All the equipments and sports accessories are provided to the students by the sports office. The indoor and outdoor sports facilities are open for students, faculty and residents of the campus.

Outdoor Sports Facilities:

- Well-maintained football ground of 100m x 64 m which doubles up as a ground for organising other sports events like athletics, cricket, volleyball competitions in the college.

Indoor Sports Facilities:

- Two Indoor table tennis courts which is daily frequented by students and faculties alike.
- Space for board games like carom and chess.
- There is a well equipped gymnasium for students which are shared by both girls as well as boys.
- Yoga classes are conducted in seminar hall for the yoga enthusiast.

There is a proposal to build an indoor badminton stadium. An amount of Rs.13 lakhs has been deposited with the PWD for its construction.

Cultural Activities:-

A faculty of the college is appointed as the Staff Advisor, by the council to advice students and to help them plan and organise the cultural and other co-curricular activities in a year. Other than that, there will be an Arts Advisor who specifically facilitates the organisation of cultural activities in the college. There is also a Staff Editor who helps students to publish a college magazine every year.

Facilities for Cultural activities:

- The Institution has an auditorium which can accommodate around 500 students. During cultural fests, three other seminar halls are converted into small stages to conduct department wise arts competitions simultaneously.
- The Institution organizes many events and competitions like dancing, singing, writing, debates, flower arrangement (pookalam), cooking without fire, poster making, painting etc.
- The annual cultural festival is conducted as Arts day which is spread over 2 to 3 days. It is inaugurated by a famous personality who is invited by students and culminates with a prize distribution ceremony by college principal and all faculty members on the second or third day.
- The college also conducts a College day at the end of the academic year where the principal gives a brief description of all the activities conducted by the college in that year. There will also be some cultural activities organised by the students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://ptmgc.ac.in/?page_id=629

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

33

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://ptmgc.ac.in/?page_id=779
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

39.44

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

4.2 - Library as a Learning Resource

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

The General Library at PTM Government College is an integrated knowledge resource centres in an area of 3800 sq.ft. with nearly

39000 books, periodicals, references. It is computerized with Book Magic 5.0 software. Along with that we are striving to make it fully automated with Integrated Library Management System (ILMS) in the near future. Students can access e-journals through N-List. They have access to more than 6000 e-journals, 199500 e-books in N-LIST and 600000 e-books through NDL under the e-shodhsindhu program of INFLIBNET. The expansion work is going on for an addition of 2000 sq. ft to the present library space.

Library building is centrally located and well laid out and maintains the right atmosphere for learning. There is a well furnished reading area which can accommodate around 50 students.

The library also houses reference Collection viz., Encyclopaedia Britannica, Specific Subject Encyclopaedias, Dictionaries, Thesaurus, Atlases and other reference material. Copies of the college magazine published every year by our students are also maintained in the library. The library also provides Wi-Fi, OPAC facility, new book display as well as various subjects specific CDs based electronic resources. . Library follows a system of recommendation for purchase of books and other resources through the departments.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://ptmgc.ac.in/?page_id=538

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

A. Any 4 or more of the above

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

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

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

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

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)**4.2.4.1 - Number of teachers and students using library per day over last one year****3**

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

4.3 - IT Infrastructure**4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

The institution strives to provide adequate ICT facilities in the college. As this is a government institution, we update our IT facilities as and when the funds are allotted by the government. The IT infrastructure includes the following:-

- Desktops
- Laptops
- Projectors
- Smart boards
- Internet Connectivity

One laptop and 10 desktop computers have been added to the IT infrastructure of the college this year. All the classrooms are LAN connected there are 11 smart classrooms in the college. All staff rooms, the college office, library and computer lab are Wi-Fi enabled which is freely accessible to the students. There is a plan

to extend the Wi-Fi connectivity to the whole campus so as to enable the students to access the facility from anywhere in the college.

The college website is well maintained and the maintenance contract is renewed on a yearly basis. The PTA fund is utilised for the maintenance of IT facilities of the college like installation of anti-virus software, up-gradation of software, refilling of printer cartridges etc. CCTV is installed in strategic locations of the campus.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://ptmgc.ac.in/?page_id=783

4.3.2 - Number of Computers

156

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

4.3.3 - Bandwidth of internet connection in the Institution

C.10 - 30MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

9.638

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

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

The college is blessed with a large infrastructure and for assuring efficient utilisation and timely repair of the numerous infrastructures on campus, the college has developed a mechanism over the years. The Principal, the IQAC Coordinator, the Office Superintendent, and senior faculty members constitute a subcommittee that oversees the maintenance and the renovation of the infrastructure. The committee meets on a regular basis. The college has established clear policies and procedures for the maintenance and use of its facilities. The planning committee keeps an eye on the infrastructure and makes recommendations for improvements. Purchases are made in accordance with the purchasing committee's decisions while adhering to the purchase guidelines and maintaining openness and economy. This is accomplished by rigorously adhering to the state procurement manual and financial laws. Tendering is used to ensure that procurements are completed quickly, efficiently, and with transparency. The amenities are distributed and maintained prudently through the coordinated operation of all departments under the direction of several committees. The Directorate of Collegiate Education allocates funds for the maintenance of the college's infrastructure to the college's plan fund. In addition to that , donations are raised by the PTA in this regard.

Technical control of the works is delegated to the State Public Works Department. The relevant departments keep and maintain lab accessories and equipment, and the supporting staff of the institution performs timely repairs. PTA is responsible for emergency maintenance. NSS is responsible for campus cleanliness and beautification, while Bhumitrasena maintains the college's gardens on a regular basis. A college beautification committee is in charge of overseeing the college's overall beautifying efforts. The computer lab at the college is well-maintained, thanks to the generous financial aid from the College Development Council and PTA.

A library committee, chaired by the college librarian, is dedicated to improving and updating the current library facilities. The effort of faculty members and students contributes significantly to the library's improvement. The college's gymnasium is maintained with the assistance of staff and students. Each year, equipments for athletics are acquired using the sports fee collected from students upon admission. Moreover, the state government contributes significantly to this cause.

There is also an excellent annual audit system in place to inspect the college's furniture, lab equipment, ICT tools, and other goods. This occurs at the conclusion of each school year. The hostel committee is responsible for monitoring the hostel's facilities. The institution solicits help from alumni organisations and community representatives in order to further the college's overall development. The Auditorium, Seminar Room, and Conference Hall are frequently used for academic and artistic programming. Each of these committees is chaired by a faculty member who is responsible for its operation throughout the academic year. Additionally, committees are formed to enhance the efficiency of the Canteen, Hostel, and college facilities. Regular maintenance is performed on the water purification plant, sanitary pad vending devices, and incinerators.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://ptmgc.ac.in/?page_id=179#

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

818

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

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

D. 1 of the above

File Description	Documents
Link to Institutional website	http://ptmgc.ac.in/?page_id=589
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

53

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

53

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

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

A. All of the above

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

5.2 - Student Progression**5.2.1 - Number of placement of outgoing students during the year****5.2.1.1 - Number of outgoing students placed during the year**

15

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

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

79

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

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

3

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

5.3 - Student Participation and Activities

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

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

2

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

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

Although the Covid pandemic adversely affected the academic and non academic activities of the institution, it did not snuff out the vigor and enthusiasm of the students in their contribution to the effective functioning of the institution. Students play an invaluable part in the mechanisms of education. Even though, the College Union Election did not take place during the academic year 2020-21, students actively participated in curricular co-curricular and extracurricular activities. 70% of the classes were conducted through online mode. The Department of Physics conducted an online quiz competition on 28/02/2021. NSS organized movie review titled "Speak up competition" based on Malayalam movie, 'The Great Indian Kitchen' on 8-3-2021. The college hostel was converted into Covid First Line Treatment Center and our volunteers offered help and support in the pandemic conditions. Students were also involved and participated in online workshops of ED club. Language departments conducted different webinars and online competitions as a part of celebrating Reading Day. Webinar was conducted jointly with Womens Cell of the College as part of Womens Day Celebrations. Miss Anjana Ajith, Clinical Psychology Scholar, Chennai was the Resource Person. Webinar was via google meet on 8th March 2021 at 7 pm. The topic was on Psychology of Happiness.

File Description	Documents
Paste link for additional information	http://ptmgc.ac.in/?page_id=145
Upload any additional information	View File

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

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

0

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

5.4 - Alumni Engagement

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

PTM Govt College Alumni Association (Reg No: MPM/CA/809/2016) was formed in 2016 as per the rules and regulations of Societies Registration Act XXI-1860. The institution has got unwavering support of the college's alumni association. The college boasts a promising alumni group that encompasses people from various walks of life. They contribute to the college's overall well-being by offering financial and emotional support. Apart from the departmental alumni clubs, the college has a general alumni group for all alumni members. They gather annually, and the meeting elects the officers. Each department has an alumni committee that is chaired by the department director. The college owes a great deal to the useful feedback of alumni members, which is efficiently channeled to improve the college's operation and development. They contribute to the enhancement of the institution's infrastructure,

the conduct of various activities, and the overall development of the college. Numerous distinguished alumni are invited to stimulate our pupils with scholarly discussions and inspirational presentations. The alumni conduct a variety of charitable activities in support of which financial assistance is provided to the college's neediest pupils. The number of members who were unrolled to the Alumni in 2020-21 was 507. Unfortunately, in 2020-21, there were no remarkable activities of the college alumni association due to the pandemic situation. As the classes were conducted on a shift basis, completely adhering to the Covid-19 protocols, the alumni could not hold any meetings or gatherings during the whole year. However, the Alumni made a sincere effort to stay in touch with the college authorities and assured whole-hearted support for the measures taken by the college to counter the Covid situation.

File Description	Documents
Paste link for additional information	http://ptmgc.ac.in/?page-id=426
Upload any additional information	View File

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

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The institution operates upon democratic principles of decentralization and participative management. All the initiatives are debated and decentralized with the help of stakeholders of the institution with unanimous agreement and deliberation. Different committees are formed to spontaneously smoothen the governance and administration of the institution, undertaking curricular and co-curricular activities democratically. The institution has formed a council consisting the Principal, the Department Heads, the Superintendent, the I.Q.A.C Coordinator, the R.U.S.A. Coordinator and members of various associations and committees. The council is more democratic by entering two members from the staff who are

elected so cordially according to the proposal of the entire staff of the institution . The Principal with the support of the entire staff and council undertake crucial and judicious decisions for proposing and implementing new courses with the sole objective of coping up the students according to the changing advancement in the academic circle. The council operates in order to evaluate the teaching learning process if any remedial measures are needed to diagnose the learning process. Recommendations and suggestions are cordially accepted and executed more purposefully to enhance the identity and credibility of the institution. The Students' Union ,disregarding all the political and other differences ,under the guideship of the staff advisor, more constructively contribute to the literary and cultural activities so harmoniously together. The academic and infrastructure demands and needs for the coming academic years are implemented with the suggestion and support of the planning committee with the guidance and recommendations of the Principal. The institution has been functioning with the vision 'Thamasoma Jyothirgamaya' (Lead us from Darkness to Light) and it has been offering cutting edge education to the entire section of the society to augment and enlighten expertise and potentials, thereby taking them to the upper echelons of human life. And our mission is to equip the students and the community, especially the weaker sections, for an upward social mobility and to create an egalitarian social order in accordance with the changing mobilization of the modern society . Again, the institution is more committed to empower the girls, who have been so typically marginalized , by providing quality oriented and goal oriented advanced education. The institution inculcate among the students the more preserved vision of developing a pluralistic society in according to the secular fabric of our nation. In order to inculcate and foster scientific spirit and temperament among the students in accordance with the changing scientific developments, the institution offers Post Graduate courses in Physics and Mathematics and simultaneously offers graduate courses in Physics, Mathematics and Chemistry so far. The institution has been committed to mould an intellectually competent and morally upright, physically and emotionally healthy students community who are spontaneously receptive to under go further growth and development so accordingly. The institution has been so systematically committed to provide the students quality higher education in tune with the changing times.

File Description	Documents
Paste link for additional information	http://ptmgc.ac.in/
Upload any additional information	View File

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

The institution operates and functions decentralizing the entire academic, non academic and official duties and activities among all the teaching and non teaching staff of the institution. The institution functions under the leadership of the Principal that is premised on the idea that success of an Institution depends on the proportionate decentralization of the entire activities and proportionate participative management. The Principal assigns the HODs concerned the academic and non academic activities among the faculties of each department according to their aptitude, taste, and experience. The authority, responsibility and accountability of each assignment is entrusted up on each faculty with the purpose of democratic decentralization and effective participative management. Each employee's participatory involvement creates an atmosphere of 'we feeling' and team spirit. Decentralization and participative involvement create a feeling of togetherness among the entire faculty and each one's vibrant and divergent resource lead to more constructive goals, results and achievements. No teacher is overburdened with additional activities and he is left to undertake and perform each activity assigned to him with more confidence and further ease and leisure. The entire staff, teaching and non teaching, undertake the activities of the campus with a spirit of togetherness and the entire support of the P T A is always with us to carry out the entire academic and non academic activities of the campus. All the initiatives and activities of the campus are debated among the stake holders and come to a unanimous decision considering all the ebb and flow of activities. Each committee assembles periodically in order to evaluate the implementation of activities. The assignment ensures transparency and flexibility in its policy execution. Each committee informs its members, students and faculty programmes and activities through Whatsapp and notice boards. There is an administrative planning committee under the monitoring of the Principal to evaluate the systematic implementation of the task assigned to each teacher. The senior faculty of the institution always help the members with further guidance and counselling in accordance with academic rules and regulations of the Higher Education Council.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution operates with right perspectives in implementing its plans and objectives in terms with the institutional strategies. In order to improve the teaching learning environment and the needs and aptitudes of the students, the institution focuses more on the quality enhancement and improvement of the career development of the teachers. When we prepare the strategic plans of the institution, we focus more systematically to create an environment for the support of students belonging to different quotient such as emotional, intellectual, artistic, and spiritual. More advanced innovative and technologically supported curriculum design is created in the institution, integrating all ICT enabled devices, to make the teaching learning process more scientifically and systematically student-teacher friendly and supportive. The institution never supports the age old outdated role of the teacher ,but the teacher has been transformed from a full-time tutor to a mentor and further a facilitator understanding all the feelings and emotions of the students guiding them to achieve the infinite possibilities and opportunities standing ahead before them. The institution never restricts the thoughts and feelings of the students within the limited curriculum offered to them, but through the offered curriculum the teachers develop, nurture and create within them an aptitude to continue the study through research and further investigation. The institution entertains to go for research and post research to enhance their possibilities of their career and the institution motivates the teachers and students to go for faculty improvement programme (Ph.D). The institution never limits the pedagogy under the limited circle of sheer verbal learning, but it more concentrates on inculcating, developing and nurturing life skills among students and teachers to make them compete with the changing advancement of the society.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://ptmgc.ac.in/wp-content/uploads/sites/117/2022/04/6.2.1.pdf
Upload any additional information	View File

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

Our institution comes under the Higher Education Department of Kerala maintaining and following all the rules and regulations regarding the appointment of teachers and non-teaching staff and admission of the students. The Principal is so honestly and confidently involved in administering and implementing the plans and policies so accordingly to the directions of the Directorate of Higher Education. The appointment of the teaching and non-teaching staff is done by the Kerala Public Service Commission maintaining all the requirements demanded by the UGC and Kerala Service Rules. The appointment of guest faculty is based purely on academic merits and also more in accordance with their skill in pedagogy. Usually, guest faculty with NET and Ph. D. are preferred in accordance with their academic excellence so far. Occasionally, teaching and non-teaching staff have been trained to update and compete themselves under the leadership of experienced and well-trained teachers and office staff of the institution. Even a beginner may not feel any incompetency to deal with his office work and assignment since there are a number of experienced teachers and office staff are there to equip them to deal with the task that they are assigned. The office comes under the leadership of the superintendent of the office, administrative activities and affairs have been operating on time, without creating an official delay or inappropriateness in imparting its duty and function. The files received in the office are properly recorded in the file entry register and it has also been digitally documented according to the file order. The office staff are so resourceful and advanced in imparting and performing their assignment. Both the teachers and the office staffs are so punctual and meticulous in the performance of their duties. The Principal and the office superintendent are so vigilant to make the teachers and the office staff attend the training programmes such as Faculty Improvement Programme, Induction and the Orientation Programme, Refresher Programme, Short Term Courses, etc. in order to equip them

to compete with the changing advancement happening around the higher education sector. The institution is so honestly involved and committed to implementing the policies on time issued by the NEP, UGC, RUSA and Higher Education Council under the monitoring of the Principal and well experienced senior teachers. The office is so meticulous and so committed to informing the Department of Collegiate Education to issue and confer and award the benefits and privileges to the teachers on time. Never a file is delayed and missed at our office due to the careless and overzealous attempt of the Principal and office staff. Dealing with an issue that is official and unofficial with all humane considerations is our prime objective. We believe in the policy for every action there is a positive and admissive solution.

File Description	Documents
Paste link for additional information	http://ptmgc.ac.in/?page_id=736
Link to Organogram of the institution webpage	http://ptmgc.ac.in/?page_id=736
Upload any additional information	View File

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

The institution operates with all the welfare plans implemented for both the teaching and non-teaching staff. No staff of the

institution is left behind in entering the welfare schemes offered by both state and central governments. When an incumbent entered in the state and central service, she or he is directed to enter the required details in the Performa concerned for entering them in the insurance schemes such as G.P.F, S.L.I, G.I.S, and the yearly Group Accident Insurance Scheme so cordially with the recommendation of the principal. The newly appointed incumbent is entered for contributory pension scheme verifying she or he has worked under prior government service. The institution is so vigilant to disburse the salary and other benefits of the employees within the five working days so far. No employee's salary is ever withheld or delayed by the carelessness or unwanted negligence from the part of the office staff. In case of an unexpected or inadvertent delay in the disbursement of salary payment, the institution has been operating a voluntary free loan facility to those who are in the grip of financial crisis. Further there is also a advance provision for temporary advance to the guest faculties and non teaching staff in case of any delay in the disbursement of salary. Along with all the scholarships offered to different categories of students the institution offers various welfare programs and student stipends to the the wellbeing of economically backward students and differently abled students. The help and support is given without further announcement and advertisement. It is somewhat a confidential helping hand on the part of teachers, non teaching staff, P.T.A and alumni of the institution. Conducting diagnostic test and achievement test we offer remedial coaching to the students who are lagging behind.

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

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

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

0

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

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

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

0

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

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

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

28

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

The institution always focuses on the quality improvement and quality of the faculty so far, the regulations proposed by UGC from 2010 onwards. The institution so systematically and judiciously monitors the performance of the faculty through the performance appraisal system. The institution maintains a Performance-Based Assessment System of each faculty of every department. The committee consists of the Principal, the IQAC coordinator, the Head of the Department, Subject expert (outside from the institution) Through the PBAS, the institution reflects and monitors the Refresher, the Orientation, the Workshops that each teacher has attended during every academic year and it also promotes the teachers to attend the mandatory courses demanded by the UGC for their timely promotion and grade. The institution evaluates the performance of each faculty according to the involvement and participation that a teacher extends so wholeheartedly in curricular, co-curricular, and extra-curricular activities happening in every circle of the campus. It is also monitored how a teacher involves with the welfare programs of students and his dedication to community-oriented programs. Due weightage is given to them in terms of his dedication to teaching. During the self-appraisal the teacher is asked to note down the remarkable and special achievement that he has contributed in the circle of his subject. The teacher is also given the freedom to express the difficulties and hurdles that he/she faces while discharging and extending his assignment. A teacher's valuable and constructive suggestions and observations are always sought for the democratic and time-bound development of the institution. The Principal grades the teacher only on the basis of the proposals recommended by the committee and prepares an overall report of his performance and dedication and recommends it to the higher authorities for further favorable action. The commitment and

dedication of the non-teaching staff are also regularly and systematically monitored and evaluated under the observation of the Principal and the Superintendent. Every three years a committee including the Principal and the Superintendent monitors the general performance of each employee with regard to timely submission and uploading of files according to the rules and regulations proposed. The office head gives the needed directions to each of the office staff and their conduct and character with the teachers, students, the public, and their colleagues are rightly observed. The Superintendent gives due direction to the office staff to improve wherever they lag behind. Their proficiency in using digitalized filling and documentation is properly monitored. If they lag behind in the use of computers and the internet, due help is given to them by the experts from the part of teachers and non-teaching staff.

File Description	Documents
Paste link for additional information	http://ptmgc.ac.in/wp-content/uploads/sites/117/2022/04/2021-DCE-Guidelines.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The institution operates according to the audit rules and regulations recommended by the Finance Department of Kerala and recommendations of UGC so far. The audit activities operate considering the three-tier audit verification system, namely Internal Audit, AG Audit, and the Higher Education Department Audit. The audit activities are undergone with meticulous and systematic verification considering the regulations and directions related to the audit verification. Periodic and yearly systematic verification of all the official records, files, documents, office equipment, stationery, and other accessories which come under financial audit are liable for systematic audit verification. First, we conduct an internal audit to assess and find out the shortcomings and other negligence happening inadvertently then we do the related activities. After conducting the internal audit all the shortcomings and objections are noted and recorded to the Monitoring of the Principal and under his guidance remedies are sought to short the shortcomings. We go for the Government audit and the UGC scheme recommended audit only after solving the shortcomings and objections

that we have found out. Before the external audit by the AG and the Higher Education Department, the internal audit cell solves all the objections that have to be rectified within the stipulated time. Under the leadership of the Superintendent of the office, Senior experienced clerks, and finance experts from the teachers, the unsolved shortcomings and objections are found out and duly solved according to the rules and regulations of the Finance Department so far.

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

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

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

0

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

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

The institution is so concern in the mobilization of funds since it is a Government institution working ahead in terms of the recommendations and regulations given by the Higher Education Department of Kerala. The institution always attempts maximum mobilization of funds for the structural and other development so far and it is so conscious in the optimum utilization of the funds and resources. We are so conscious not to lose any least amount of the fund provided to its development. There is an internal audit and budget committee called the Purchase comprising of the Principal , Head of the Departments, the Superintendent , the Librarian. The Purchase Committee Convenor conducts meetings whenever it is needed

and submits the proposals to the Principal with our needs and demands. When the Government asks proposals from Government colleges regarding the needs and the requirements under different heads from the Plan fund, we duly submit our proposals showing our urgent needs and requirements which have been already noticed and informed the Principal for the time bound initiative action. Optimum and meticulous utilization of the fund allowed is done with the observation of the Principal. The institution is so cautious in the mobilization and optimum utilization of the fund and resources because it is subjected to Government audit as per the regulations of the Finance Department. The College Development Fund under the College Development Council is so carefully utilized for the benefit and welfare of the students and also for the minor expenses related to the students welfare affairs of the college.

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

6.5 - Internal Quality Assurance System

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

IQAC plays a pivotal role improving the different facets of the institution thereby ensuring a broader and better standard of the institution. It makes constructive interventions in infrastructural growth, inculcation of research, and creating better teaching learning atmosphere. It also keenly monitors the diverse needs of the stakeholders of the institution and attempts to address them. During the time of applying for funds for infrastructure, IQAC provides innovative insights after making deliberations and need analysis. It also guides the departments in amassing tools and gadgets required for efficient teaching learning process. Workshops and hand on session on varied ICT tools are also convened for better and effective transaction of the curriculum. During the time of Pandemic, IQAC took steps to distribute academic kits to all students in the college and text books were given to the needy students. Further, IQAC promotes teachers to pursue research degrees and encourages them to attend seminars and workshops that enlighten them on the nuanced areas of research. The teachers are promoted to present research papers in national and international seminars in different institutions across the nation. They are also encouraged to write text books for the students, publish research papers in

reputed journals and magazines. Besides, IQAC makes arrangement for feedback responses from students, parents and other stakeholders on quality related institutional processes. Bases on the feedbacks, IQAC also works out intervention strategies to remove deficiencies and enhance quality. Above all, IQAC makes documentation of the various programmes/activities of the College, leading to quality improvement.

File Description	Documents
Paste link for additional information	http://ptmgc.ac.in/?page_id=204
Upload any additional information	View File

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

At regular intervals, the college makes a review of the academic activities of the college in general, apart from specifically monitoring the teaching learning process, methods of academic transactions and the achievement of the learning outcomes. In this connection, IQAC conducts the following activities.

a. The feedback of the students is collected by the IQAC by distributing feedback forms to the students. Students give their impressions on various areas like facilities of the college, effectiveness of the teaching learning process, performance of the teachers, and the evaluation process. The feedback is collected quite anonymously from the students as the students need not record their names in the feedback forms. This helps to ensure maximum authenticity and honesty in the responses of the students. The teachers can go through the feedback forms received from the students and get to know the strengths and weaknesses of their performance and can make necessary changes accordingly.

b. The college council with the help of IQAC evaluates the academic performance of each department in the at regular intervals and the departments are given guidance to ensure better performance

c. The IQAC encourages the departments by providing various kinds of supports for further improvement. The departments are promoted to convene workshops and seminars for teachers and students. Besides,

the faculty is encouraged to attend various programmes that add values to their academic excellence.

File Description	Documents
Paste link for additional information	http://ptmgc.ac.in/?page_id=204
Upload any additional information	View File

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

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://ptmgc.ac.in/?page_id=204
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

PTM Govt College Perinthalmanna is a coeducational Institute with roughly 75% of women students. The following initiatives are taken to ensure gender equity.

Curricular

Common courses for degree programmes namely English, second languages like Malayalam, Hindi and Arabic include gender

sensitization components. The students are taught about gender issues, gender discrimination, sexual harassment etc.

Cocurricular/Extracurricular

Programmes organized by NSS, Women Cell, Student's Union and various clubs of the colleges include gender sensitization and women empowerment. Some of the programmes in this regard are

Self Defence Training

Assertiveness Training

Abuse awareness programme

Statutory Bodies

The college has the following statutory bodies to ensure gender equity among the students, faculty and staff of the college.

Antisexual harassment cell Women's cell

Facilities which caters to Gender equity

Jeevani Counseling Centre

Jeevani counseling centre is an initiative of Department of Higher Education, Govt. of Kerala. In our college, we have a counselor who the students can approach to address any personal/psychological issues. In addition, the Jeevani Counseling Centre regularly conducts workshops to train the students in various aspects of mental health issues.

Ladies Room

The ladies room is a space for the women students to rest. It has enough space for resting, restrooms, sanitary pad vending machines and disposal system for used pads.

Creche

The creche is available to cater to faculty and staff with small children and is functional on all working days.

File Description	Documents
Annual gender sensitization action plan	<p><u>Women's empowerment and gender equality are one of the primary concerns at PTM Govt. College Perinthalmanna. We practice to bring a positive change in the attitude and support equity among genders within the college and in our outreach. Annual gender sensitization plan is as follows: Objective: To promote inclusiveness, tolerance, harmony and women's empowerment among the students and staff. • Conduct activities like Blood donation camp, Aids awareness, female foeticide, dealing with COVID-19 pandemic, etc in order to give back to the society • Promoting activities related to health, nutrition, self-defence and entrepreneurship among the female students. • Conduct workshops related to cybercrime, safety and security in hostels and career enhancement for female students. • Provide professional counselling to the students. • Guidance regarding the financial investment for students. • Conduct workshops that promote diversity and gender-sensitive communication for students and staff alike. • Mentorship in college to be provided where faculty and students can approach in matters of gender-related issues. • Monitoring and evaluation mechanisms for implementation and their follow-ups. • Conducting regular awareness-raising activities among students and staff • Balanced gender quota while recruitment. • Student's code of conduct that promotes gender parity at the governance level.</u></p>
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	<p><u>1) A safe and secure ladies hostel right near the College entrance with a capacity of 72 beds. 2) Jeevani counseling center is functioning in the college with availability of Full-time psychologist. 3) Day care center.</u></p>
7.1.2 - The Institution has facilities for	D. Any 1 of the above

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

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

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

Solid waste management

PTM Govt College, Perinthalmanna is situated in Ward number 15 of the Perinthalmanna municipality. The college and the municipality has signed an MoU for the timely removal and disposal of organic and inorganic wastes from the college campus. This was started in 2016 and was renewed in 2021. Each MoU is valid for 5 years. The waste are segregated at source using various bins available through out the campus. For the past 6 years, the Perinthalmanna municipality collects the wastes once in a week for safe disposal. Since ours is a government institution, the municipality has agreed to do the waste disposal free of charge.

Liquid waste management

All the toilets of the college are attached with scientifically constructed septic tanks. All the toilets are positioned far distance from the water sources so that the possibility of contamination is avoided.

Biomedical waste management

The college does not have any biomedical waste, except sanitary pads. Proper incinerators are provided in the ladies rest room for the safe disposal of sanitary pads.

Hazardous chemicals and radioactive waste management

Any chemical waste from the chemistry lab are disposed as per the protocol given in material safety data sheet (MSDS) of the

particular material. At present, the PTM govt college does not have any radioactive waste.

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

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

B. Any 3 of the above

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

7.1.5 - Green campus initiatives include

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

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

B. Any 3 of the above

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

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

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

D. Any 1 of the above

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

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

C. Any 2 of the above

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

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

We provide an equitable, rationale, fair and encouraging environment to students to grow to optimum of their capacity. There is a friendliness and amity among students belonging to different socio-economic and cultural strata of the society. The college administration and teaching staff make it a point to motivate students to imbibe the tenets of inclusive growth. Taking all along in their journey for progress is the core value guiding different activities of the college.

Analysing the students' profile, it is clear that they come from differently placed sections of the society. There are economic, social and gender based differences among them and these diversities come to naught when they enter in the precinct of the college. The teachers are committed to impart education to students without any impartiality. In regular classes, the students have become the part of a well energized and cohesive group whose basic need is learning in harmonious way. They might differ on any issue but not because of their socio-cultural differences. The teachers make extra efforts to help students who come from modest background and by spending extra time with such students and by providing necessary counselling, they are made to stand on equal footing to face the rigour of learning. During classes, the teachers also talk with students about the necessity of tolerance and harmony for the broader development of the society.

The college administration takes welfare measures to provide fair academic conditions to all students. A certain percentage of seats are reserved for the students coming from socio-economically modest sections of the society to provide equal educational opportunities to them. The institution also provides scholarship to needy students

to reduce the dropout rate due to economic hardships.

Through NSS and activities of various bodies and clubs, students are made aware of social work and they imbibe the values of togetherness, social amity and team work. The respective diversities get melted while completing different group tasks. The students who are involved in such activities are socialized to work in group for societal welfare.

There is deep rooted harmony in the overall functioning of the college, functioning of the teachers and administrative functioning of the office in order to create an enviable constructive environment for the inclusive development of all students.

But, in the academic year 2020-21, the college was running almost in the Online mode due to the Covid Pandemic situation. Due to continuous Lock down, the students could not come to the campus so favourably and it hindered us from planning more programmes and implementing students' friendly inclusive environment in the campus. However, in the Online mode, we have conducted some of the programmes that we have already scheduled according to the given circumstances and the photographs are attached herewith.

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

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

Sensitization to constitutional values, rights and responsibilities of future generation is the academic responsibility of each and every educational institution. To materialize this, the college has organized a galaxy of programmes. Curricular Instruction: All students of the college are to study the Preamble of Constitution of India, as a lesson in the Common English (A04- Module 1).

Displays: The college displayed Constitutional Values, Fundamental Rights and Fundamental Duties.

Induction Programme: The college regularly organizes induction programmes for newly admitted students of 1st PG/UG. It has a

systematic mode of conduct. A prominent segment of the programme deals with inculcation of values, duties and responsibilities.

Physical Involvement: As a part of materializing the inculcation of duties and values, the college NSS actively conducts various programmes.

Days Observance: The college regularly observes days like Independence Day, Republic Day, Human Rights Day, National Integration Day, Women's Day, Teacher's Day, Environment Day etc.

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

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

A. All of the above

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

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

National and international days of importance aimed to invite the community to focus on specific causes, are observed in the institution with numerous programs to ensure togetherness in celebrations, to make the movements of the world a subject of the campus and to make students part of the universal citizenship. Republic Day, Independence Day and Martyrs' Day are celebrated to infuse the spirit of patriotism, to pay tribute to the motherland and to evoke the memories of national heroes. To uphold the cultural, religious and ethnic diversities of India, Onam, Christmas, Eid, Kerala Piravi, Holi are celebrated. Commemoration programs are held to inculcate into the students the values taught by the exemplary lives. Gandhi Jayanti and Teachers' Day are celebrated in memory of Gandhiji and Dr. S.Radhakrishnan correspondingly. National Mathematics Day and National Science Day are held to honour Ramanujan and C V Raman respectively. Writers like Shakespeare, Vaikom Muhammed Basheer are commemorated. Other important days are observed by different departments and clubs to bring home the message to be conveyed by them. International Mother Language Day, International Literacy Day, Arabic Language Day, Hindi Divas and Malayala Dinam are celebrated by language departments. NSS observes World Population Day, World Blood Donor Day, International Youth Day, World Day of Remembrance for Road Traffic Victims, World Human Rights Day, . International Day against Drug Abuse is observed by Anti-Drugs Cell.

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

7.2 - Best Practices

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

Best Practice:1

Title of the practice : Sanitizer Production

Context: During the covid-19 pandemic, the need for alcohol-based hand sanitizer has increased. To address this issue, the Chemistry Department of PTM Govt College has initiated the production and

distribution of hand sanitizers.

Objective

: To produce and distribute alcohol-based hand sanitizer.

To create awareness about sanitizer usage among the students and staff of the college.

Practice: Procedure for making sanitizer is obtained from WHO website. Chemicals were procured with financial aid from PTA. We used the following chemicals : isopropyl alcohol, hydrogen peroxide, deionized water and lemon-grass oil for fragrance. Synthesis were done using facilities available in the Chemistrylab. The teachers and students of BSc Chemistry programme has volunteered in the process. The basic training is given to the student volunteers before the production started. The prepared sanitizer is distributed among the students, staff and faculty of the college.

Evidence of success: We made the sanitizer as per the WHO standard. Students, faculty and staff of the college maintains good hygiene practices like sanitizer usage to prevent Covid infection.

Challenges faced : Availability of raw materials. Raw material isopropyl alcohol is expensive. At the later stages of the pandemic, commercial sanitizers became available at much cheaper rate.

Best Practice:2

Title of the practice : Share A Book (SAB) programme.

Context: Share A Book (SAB) programme is an initiative to encourage students to share the books they have. Mostly, the books not available in the library are shared in this way.

Objective : To share the books. To discuss ideas from the books.

Practice: The details of the books, the student is ready to share is collected via google form. The details include, the author name, book name, whether it is novel/poetry/story/non-fiction. The list is then published in the college website. The students share books among themselves, in an informal way. Also, their views on the book are exchanged.

Evidence of success: The college has an active student community who

reads books and exchanges ideas regularly

Challenges faced :

Due to the lockdown situation in the academic year 2020-21, it is difficult for the students of different batches to meet and exchange books.

Exchange of heavy books is difficult through this programme.

File Description	Documents
Best practices in the Institutional website	http://ptmgc.ac.in/wp-content/uploads/sites/117/2022/02/Best-Practice-2021-22.pdf
Any other relevant information	http://ptmgc.ac.in/wp-content/uploads/sites/117/2022/02/Best-Practice-2021-22.pdf

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

ASK NOBODY (QR Code enabled campus)

The campus is enabled with the most advanced technology of the QR code to simplify the formalities regarding the office affairs without further enquiring or wandering through out the campus. The QR code is installed in the campus with the slogan of "Ask Nobody" to know more systematically how to proceed with the different requirements and purposes regarding the College office, the library, the classrooms, halls and other locations of the campus. For instance, if a student wants to know how to apply for a Transfer Certificate, he may scan the QR code installed in front of the office with the specification concerned. Similarly, if a student wants to know about availability of novels, short stories, reference texts or whatever may be in any genre or discipline, he may scan the QR code installed inside the library and its premises. It creates an atmosphere for the students to know about the availability of the learning and other academic resources within the library.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

1) Decided to submit application to the Government of Kerala for sanctioning new courses like M.Sc. Statistics, B.A. History and B.A. Hindi, since we get more classrooms after the completion of the new three storeyed academic block.

2) Decided to enlarge and enhance the facilities and resources of the Campus Library after the completion of the construction of the first floor so far.

3) Proposed the beautification of the campus and its premises maintaining the ecological bio-diversity including an herbarium, botanical garden, indigenous flower garden and indigenous trees and plants.