



**INSTITUTIONAL ASSESSMENT AND ACCREDITATION  
(Effective from July 2017)**

**Accreditation - (Cycle - 1)**

**PEER TEAM REPORT ON  
INSTITUTIONAL ACCREDITATION OF  
GOVERNMENT ARTS AND SCIENCE COLLEGE KONDOTTY  
KONDOTTY  
Kerala  
673641**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL  
An Autonomous Institution of the University Grants Commission  
P.O. Box No. 1075, Nagarbhavi, Bengaluru - 560 072, INDIA**

**Section I:GENERAL INFORMATION**

1.Name & Address of the institution:	GOVERNMENT ARTS AND SCIENCE COLLEGE KONDOTTY KONDOTTY Kerala 673641	
2.Year of Establishment	2013	
3.Current Academic Activities at the Institution(Numbers):		
Faculties/Schools:	3	
Departments/Centres:	5	
Programmes/Course offered:	7	
Permanent Faculty Members:	31	
Permanent Support Staff:	12	
Students:	589	
4.Three major features in the institutional Context (Asperceived by the Peer Team):	1. A Government college with well-furnished new infrastructure 2. Highly motivated and committed young faculty members 3. Local support from nearby villagers and social organizations	
5.Dates of visit of the Peer Team (A detailed visit schedule may be included as Annexure):	From : 21-12-2021 To : 22-12-2021	
6.Composition of Peer Team which undertook the on site visit:		
	<b>Name</b>	<b>Designation &amp; Organisation Name</b>
Chairperson	DR. CHETANKUMAR TRIVEDI	Vice Chancellor,BHAKTA KAVI NARSINH MEHTA UNIVERSITY
Member Co-ordinator:	DR. MADHUMANGAL PAL	Professor,Vidyasagar University
Member:	DR. S MARIA JOHN	FormerPrincipal,ANNAI VELANKANNI COLLEGE THOLAYAVATTOM KANNIYAKUMAR DT TAMILNADU
NAAC Co - ordinator:	Dr. Ruchi Tripathi	

## Section II: CRITERION WISE ANALYSIS

Observations (Strengths and/or Weaknesses) on each qualitative metrics of the key Indicator under the respective criterion (This will be a qualitative analysis of descriptive nature aimed at critical analysis presenting strength and weakness of HEI under each criteria)

Criterion 1 - Curricular Aspects (Key Indicator and Qualitative Metrics(QIM) in Criterion1)	
1.1	Curricular Planning and Implementation
1.1.1 QIM	<b>The Institution ensures effective curriculum delivery through a well planned and documented process</b>
1.1.2 QIM	<b>The institution adheres to the academic calendar including for the conduct of CIE</b>
1.2	Academic Flexibility
1.3	Curriculum Enrichment
1.3.1 QIM	<b>Institution integrates crosscutting issues relevant to Professional Ethics ,Gender, Human Values ,Environment and Sustainability into the Curriculum</b>
1.4	Feedback System

### Qualitative analysis of Criterion 1

The institute is established in 2013 and it is affiliated with the University of Calicut.

- The College is running UG and PG programmes under the Semester and Choice Based Credit System. The College follows the syllabi and curriculum designed by the affiliating institute the University of Calicut.
- The college is running five UG and two PG programs. In addition to the main programs, the institute offers five add-on and six certificate courses.
- As per the curriculum, the college prepares an academic calendar and diary for the faculty. At the very inception of the academic year, every department submits an academic calendar of its own. The departmental staff are also actively involved in the planning and execution of the academic calendar. The IQAC ensures the implementation of the stipulated academic calendar.
- The induction programme is organized for the newcomers. The college has a teacher diary, which records the progress of classroom transactions. Also, the progress of the academic activities is discussed in the department meetings. Feedback from students is collected manually for the improvement of academic aspects. However, the feedback system is to be strengthened scientifically.
- The implementation of the curriculum is monitored by various bodies like College Council, IQAC, and Departments.
- The teachers follow ICT enabled teaching methodology, where they use LMS, Moodle and online platforms.
- The college has a mechanism to identify slow and advanced learners.
- The college developed Continuous Internal Evaluation.
- The mentoring system brings all students under various mentors.
- Nine faculty members of the college are members of BOS, Academic council, and some faculties are involved in the setting of question papers, evaluation and design of curriculum for add on and certificate courses.
- Remedial classes and special coaching sessions are also organised by the college for slow and advanced learners.
- The college also arranged field visits, industrial linkage, role play, seminar presentations, and projects to provide experiential learning at the initial stage.

- There is introduction of online feedback system in last year, it is not up to the satisfactory level.

NAAC

Criterion2 - Teaching-learning and Evaluation (Key Indicator and Qualitative Metrics(QIM) in Criterion2)	
2.1	Student Enrollment and Profile
2.2	Catering to Student Diversity
2.2.1 QIM	<b>The institution assesses the learning levels of the students and organises special Programmes for advanced learners and slow learners</b>
2.3	Teaching- Learning Process
2.3.1 QIM	<b>Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences</b>
2.3.2 QIM	<b>Teachers use ICT enabled tools for effective teaching-learning process.</b>
2.4	Teacher Profile and Quality
2.5	Evaluation Process and Reforms
2.5.1 QIM	<b>Mechanism of internal assessment is transparent and robust in terms of frequency and mode</b>
2.5.2 QIM	<b>Mechanism to deal with internal/external examination related grievances is transparent, time- bound and efficient</b>
2.6	Student Performance and Learning Outcomes
2.6.1 QIM	<b>Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.</b>
2.6.2 QIM	<b>Attainment of programme outcomes and course outcomes are evaluated by the institution.</b>
2.7	Student Satisfaction Survey

#### Qualitative analysis of Criterion 2

All the sanctioned seats for all programs are filled up except in 2018-19. Also, all reserved seats are filled by all types of categories.

- The college identified advanced –Slow learners to address student diversity and to cater to their academic needs. However, no specific method, like CIAs is adapted to identify them.
- All teaching posts are filled. 45% of the full-time teachers are PhD holders and the current teacher-student ratio is 1:20.
- Some participative learning methodologies are adopted by the institution such as group analysis, industry/field visits, projects, panel discussions, etc. More emphasis on the research component can be given so as to create awareness about the research and innovation.
- Emphasis is given to practical learning methods. PG students are engaged in practice teaching in the UG classes. The English department assigned UG students to neighbouring schools for practice teaching. BTHM students are going for six months' internships at various hotels and travels.
- The college formed some clubs and other forums to provide all students opportunities to develop, exhibit and apply skills and knowledge, but some have to be maintained with proper guidelines..
- Most of the classrooms 13 out of 19 are equipped with LCD projectors. All departments have access to free high-speed internet and students uses WiFi. Many teachers use LMS and other online platforms for the teaching-learning process.
- The college has an effective mechanism to meet the grievances of the students relating to the examination. This is a three-tier system comprising department, college and lastly university level.
- Programme outcomes, programme specific outcomes and course outcomes for all programmes offered and available in the syllabus. Evaluation of students is based on both Continuous Internal Assessment (CIA) and the End Semester Examinations (SE). The pattern of internal assessment should require to

modify with transparency at a uniform level.

- The passing rate of the students on average is 88 %.
- The internal assessment components, marks, weightage, and related guidelines are needed to be uploaded to the website and notice boards. Practical reports are to be maintained in the labs.
- Evaluated answer sheets are distributed among students for clarifications and upgradation of their understanding.

NAAC

Criterion3 - Research, Innovations and Extension (Key Indicator and Qualitative Metrics(QIM) in Criterion3)	
3.1	Resource Mobilization for Research
3.2	Innovation Ecosystem
3.2.1 QIM	<b>Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge</b>
3.3	Research Publications and Awards
3.4	Extension Activities
3.4.1 QIM	<b>Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.</b>
3.5	Collaboration

#### Qualitative analysis of Criterion 3

- The total number of permanent faculty is 31. 14 permanent faculties have Ph.D. degrees, and 3 of them are recognized as research supervisors and nine research scholars are doing Ph.D. under them.
- A few faculty members have delivered lectures in different national and international seminars/conferences, but the extension activity is not found up to the mark.
- The faculty members have published **ten** research papers and eleven books /book chapters during the assessment period, it shows very pathetic picture.
- The college organized seven national /international seminars in the last five years. The faculty members participated in workshops/seminars to update their knowledge.
- It is suggested that the initiative is to be taken for the generation of revenue through consultancies, corporate training; the tapping of funds from different funding agencies and industries.
- Several extension activities were conducted during the last five years along with different types of surveys through the NSS unit.
- The NSS unit received eight best volunteer/best Programme Officer/ Best Unit awards during this period from the University of Calicut and NSS Unit State Government.
- No systematic collaboration was found during the visit, in fact, same MoUs were done with some Institute/Industry.
- IQAC is functioning since 2019.

Criterion4 - Infrastructure and Learning Resources (Key Indicator and Qualitative Metrics(QIM) in Criterion4)	
4.1	Physical Facilities
4.1.1 QIM	<b>The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.</b>
4.1.2 QIM	<b>The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.</b>
4.2	Library as a Learning Resource
4.2.1 QIM	<b>Library is automated using Integrated Library Management System (ILMS)</b>
4.3	IT Infrastructure
4.3.1 QIM	<b>Institution frequently updates its IT facilities including Wi-Fi</b>
4.4	Maintenance of Campus Infrastructure
4.4.2 QIM	<b>There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.</b>

#### Qualitative analysis of Criterion 4

- The college is situated in a remote hilly area with a natural background. The college is spread in 3.22 acres with a built up area of 3581.74 sq. mts. Total 19 rooms are used for Teaching and Learning purposes, 13 have inbuilt LCD projectors facility. Smart classrooms have to be incorporated into the college.
- Two seminar halls with a seating capacity of hundred each for conducting Workshops and Seminars, etc.
- There is a food production lab with a capacity of 20 students.
- There is a computer lab consisting of 20 desktop computers.
- The library of the institution has 8000 books. A reading room is required for the students. KOHA is used to maintain the transaction of the documents of the library. A few facilities are available to access the digital resources, like N-List. The college library is very weak and requires upgradation.
- All the departments have their own rooms. The office, bodies like NSS, IQAC, Jeevani, etc. all have specific rooms.
- The college has access to a three-phase electric connection and high-speed internet (NMIEC connection and FTTH connection)
- There is a sufficient power backup (UPS + battery) in the office, computer lab, library and seminar hall.
- The college has a canteen.
- The college has no own playground, however, there is an MoU with VPAUP for using their playground. One open stage is available for organizing different types of programs.
- WiFi facility is available for students.
- Student –computer ratio is 1:10.
- The institution does not have enough space for the construction of more classrooms, playgrounds, Indoor gymnasiums, indoor courts. So it is suggested to acquire more land.
- Some ramps are provided for disabled students and teachers but looking at structure of building it requires addition.
- Washroom facilities are excellent.
- There is no hostel for female and male students and staff quarters for the teachers.



- The maintenance committees for civil maintenance, mechanical maintenance, electric maintenance are to be formed very urgently to maintain the good infrastructure.
- Research and development committees are needed.

NAAC

Criterion5 - Student Support and Progression (Key Indicator and Qualitative Metrics(QIM) in Criterion5)	
5.1	Student Support
5.2	Student Progression
5.3	Student Participation and Activities
5.3.2 QIM	<b>Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities following duly established processes and norms (student council, students representation on various bodies)</b>
5.4	Alumni Engagement
5.4.1 QIM	<b>There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services</b>

#### Qualitative analysis of Criterion 5

- The college has a systematic and efficient mechanism for student support and progression.
- On average 93.44% of students avail themselves of various government scholarships.
- The college has initiatives for capacity building and skills enhancement with the help of –PACE, a club by the Department of English for spoken English, *Pragmatica*, a short term course by the Physical education Department, and a *Basic Computer Skills* course by the Computer department followed by different clubs and cells.
- The ED club, Women Cell, Tourism club etc. also take initiatives for capacity building, it is suggested to reframe and restructure in a more systematic manner.
- The college has all statutory /regulatory bodies which conduct Awareness programmes. Students' grievances of all types are addressed by the committees.
- Most of the students go for higher studies.
- Few students receive medals and prizes in sports and cultural competitions at University, Zonal and National levels.
- Students represent and engage themselves in various administrative, co-curricular and extracurricular activities.
- A democratically elected Students Union function. The Alumni involve actively in the development of the college. All activities are supported by faculty, since last two years due to pandemics no such elections were conducted.
- A special counselor is appointed by college to look after mental well-being of students.

Criterion6 - Governance, Leadership and Management (Key Indicator and Qualitative Metrics(QIM) in Criterion6)	
6.1	Institutional Vision and Leadership
6.1.1 QIM	<b>The governance of the institution is reflective of and in tune with the vision and mission of the institution</b>
6.1.2 QIM	<b>The effective leadership is visible in various institutional practices such as decentralization and participative management</b>
6.2	Strategy Development and Deployment
6.2.1 QIM	<b>The institutional Strategic / Perspective plan is effectively deployed</b>
6.2.2 QIM	<b>The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules and procedures, etc.</b>
6.3	Faculty Empowerment Strategies
6.3.1 QIM	<b>The institution has effective welfare measures for teaching and non-teaching staff</b>
6.3.5 QIM	<b>Institutions Performance Appraisal System for teaching and non-teaching staff</b>
6.4	Financial Management and Resource Mobilization
6.4.1 QIM	<b>Institution conducts internal and external financial audits regularly</b>
6.4.3 QIM	<b>Institutional strategies for mobilisation of funds and the optimal utilisation of resources</b>
6.5	Internal Quality Assurance System
6.5.1 QIM	<b>Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes</b>
6.5.2 QIM	<p><b>The institution reviews its teaching learning process, structures &amp; methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities</b></p> <p><b>( For first cycle - Incremental improvements made for the preceding five years with regard to quality</b></p> <p><b>For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives )</b></p>

#### Qualitative analysis of Criterion 6

- The college strives to create and maintain a professional and academic environment by trying to achieve its vision and mission by effectively utilizing the mechanism of the College Council, IQAC, Departments and other bodies which work together in harmony for the attainment of the goals of the institution.
- The college doesn't follow a systematic mode of administration in absence of required permanent non-teaching staff.
- The college has strategic plans for the period 2020-2030.
- E-governance has been implemented in the areas of administration, finance and accounts, student admission and support and examination
- Effective welfare measures for the staff are implemented in the college. The college has been organizing seminars and workshops to give training to administrative staff.

- The college has a very systematic Performance Based Appraisal System for staff as per government and university norms.
- It also has a feedback system from all stakeholders. Financial audits are conducted regularly, and funds are properly utilized.
- IQAC has initiated and systematized instruction by providing workshops to train teachers. All departments offer Add-on and Certificate courses.
- The College always depends on Government funds and which doesn't get released in time and that creates a barrier to proper planning of utilization of fund.

NAAC

Criterion7 - Institutional Values and Best Practices (Key Indicator and Qualitative Metrics(QIM) in Criterion7)	
7.1	Institutional Values and Social Responsibilities
7.1.1 QIM	<b>Measures initiated by the Institution for the promotion of gender equity during the last five years.</b>
7.1.3 QIM	<b>Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)</b> <ul style="list-style-type: none"> <li>• Solid waste management</li> <li>• Liquid waste management</li> <li>• Biomedical waste management</li> <li>• E-waste management</li> <li>• Waste recycling system</li> <li>• Hazardous chemicals and radioactive waste management</li> </ul>
7.1.8 QIM	<b>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 500 words).</b>
7.1.9 QIM	<b>Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).</b>
7.1.11 QIM	<b>Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).</b>
7.2	Best Practices
7.2.1 QIM	<b>Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.</b>
7.3	Institutional Distinctiveness
7.3.1 QIM	<b>Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words</b>

#### Qualitative analysis of Criterion 7

- The College takes effective measures for the promotion of institutional values. Gender equity is ensured and the college has an effective mechanism for the treatment and management of solid waste, liquid waste and e-waste.
- It has facilities for alternate sources of energy like solar energy, biogas plant, wheeling to the grid and sensor-based energy conservation and Water conservation facilities.
- The college promotes green initiatives like POWER DAY, NO PLASTIC POLICY, organic farming and so on. The green, energy and environmental audits are done.
- The Institution takes disabled-friendly measures for differently-abled students.
- The college community is sensitized regarding constitutional values, rights and responsibilities in various ways.
- The college observes days of national and international importance. All religious festivals are celebrated on campus.
- The two Best Practices of the college are **House a Year** and **Digital Resource Pool**.

**Section III: OVERALL ANALYSIS** based on Institutional strengths, Weaknesses, Opportunities & Challenges (SWOC) (up to 500 words)

**Strength:**

- Government funded institute and Government annually allocates plan and non-plan grant as per the budgetary provisions.
- Merit is the sole criteria for appointment of staff and selection of students.
- Since the inspection of the college, the neighbouring community has been extending all types of support even the land was donated by the Local Trust.
- Well disciplined campus culture with young and dedicated staff.
- The teacher-student Ratio is 1: 20.
- 20% of Faculty are with extensive-foreign teaching experience.
- The college is in an area where there is space for cultural, social, economic and educational uplift/progress.

**Weaknesses:**

- A rural and remote area with very limited public transportation.
- Limited opportunity for industrial exposure: The area of the college doesn't have large scale industries. Hence students must travel to distant areas for getting practical exposure.
- Frequent transfers of staff members.
- Unavailability of basic facilities like Library, Playground and rest room for boys and girls.
- Shortage of acquired land: The area of the donated land is only 3.22 Acres, which is a limitation for further large-scale development.
- Building not as per the requirement.
- Student dropout: The rural background and familial responsibilities of female students lead to student dropout.
- The opportunity for placement is very less.
- Being a very young college, it is not yet been accredited by NAAC and recognition under 12(b). So, the college could not apply for any funds other than limited plan funds from the state government, and this affects badly the academic ambitions of the college.
- Commencement of 2 PG programs in the same campus.

**Opportunities:**

- Young aspiring faculty: The college could set, despite the usual limitations of a new government college, a good vision, mission, and imitable academic models. This was because of the young, and vibrant team of faculty members.
- The college has the potential for growing into a centre of excellence in any branch of study. Further, the diversity of the programmes in the college enables to cater to the higher study needs of students from any branch, humanities/science/commerce.
- Possibility to develop a huge Sports centre with all kinds of grounds of national level.
- Redefining aspirations of the rural students: The college could channelize many aspiring students to reputed HEIs in and out of Kerala.

**Challenges:**

- Augmenting sufficient infrastructural facilities: To be a centre of excellence, the college needs a lot of

infrastructural facilities. It may take years to materialise this.

- Ensuring sufficient transportation facilities: Though there are a few public buses and the college bus through this route, it is not sufficient to meet the transportation needs of the students. Owning and maintaining more college buses is a big challenge, as it is not financially viable.
- Sustaining the initial tempo of teamwork: Being a government college any member of the staff may get transferred any time. It may not be easy to sustain the growth and academic tempo of the college when the size of the college community increases and new staff members join.
- Reducing the number of dropouts: Since the major reason for the drop-out of students is familial, the college has limitation to take measures to reduce it.

#### **Section IV: Recommendations for Quality Enhancement of the Institution**

(Please limit to **ten major ones** and use telegraphic language) (It is not necessary to indicate all the ten bullets)

- Research publication and involvement of the faculty members in research are to be strengthened. Faculty members should come out with more quality research, publications, projects and patents.
- Procure more books, journals, e-books and reference books for the library.
- Hostels for girls and boys are to be constructed.
- Some more measure is to be taken to provide transportation facility to all stakeholders.
- The involvement of all faculty members in all kinds of works is essential for the holistic development of the beneficiaries.
- Open more programs and courses as soon as possible to fill up the need of local people.
- More land is required to construct classrooms, infrastructure like a library, playgrounds, etc.
- Steps may be initiated to upgrade PG departments as research centres.
- Documentations in administration needs to be improved.
- Facilities are to be provided for the differently challenged students since the structure of the college is unique and special.

**I have gone through the observations of the Peer Team as mentioned in this report**

**Signature of the Head of the Institution**

**Seal of the Institution**

Sl.No	Name		Signature with date
1	DR. CHETANKUMAR TRIVEDI	Chairperson	
2	DR. MADHUMANGAL PAL	Member Co-ordinator	
3	DR. S MARIA JOHN	Member	
4	Dr. Ruchi Tripathi	NAAC Co - ordinator	

Place

Date

NAAC