



GOVT. VICTORIA COLLEGE,
PALAKKAD
AQAR 2011 -2012

ANNUAL QUALITY ASSURANCE REPORT

2011 – 2012

**SUBMITTED TO
NATIONAL ASSESSMENT AND
ACCREDITATION COUNCIL**

BY

**GOVT. VICTORIA COLLEGE
PALAKKAD, KERALA**



Established in 1887

Affiliated to University of Calicut

Accredited by NAAC at the A Level in 2008

Institutional Data

A) Profile of the College

1. Name and address of the college : Govt. Victoria College,
Palakkad, Kerala, India, PIN 678 001

Website : www.victoriacollege.in
Email : iqac@victoriacollege.in
Phone : 0491 2576773
Fax : 0491 2578120
2. Type of Institution

By Management : Affiliated College
By funding : Government
By gender : Co - education
3. Date of establishment of the college : 31-10-1887
4. University to which the college is affiliated : University of Calicut, Kerala
5. Campus area in acres/sq.mts : 25 Acres
6. Location of the college : Semi Urban

SECTION A

Plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement:

- Introduction of new academic programmes in undergraduate, post graduate and research levels
- Institution of higher education upliftment programmes like WWS, HEPSN, SSP, Equal opportunity cells and coaching classes for entry in to services.
- Strengthening of infrastructure to make the campus fit for e –Governance
- Organize national seminars in various disciplines

SECTION B

1. Activities reflecting the goals and objectives of the Institution

During this academic year new initiatives were implemented in the campus to attain the broad objectives of empowerment and education. The programmes implemented include,

Walk With Scholar: Arranged specialized mentoring programmes in undergraduate levels

Scholar Support Programme: For imparting additional support in curricular areas of weakness.

Equal Opportunity Cell: Provided suitable environment for the students with special needs and those from deprived backgrounds. In addition the HEPSN cell was also organized different programmes to empower persons with special needs

Coaching for entry in to Services: Students were given ample opportunity for getting equipped for facing examinations for carrier selection. These were introduced along with the regular teaching learning and evaluation activities implemented through time tables, tutorial programmes and internal as well as external examinations.

Consultancy and Extension Services: The consultancy and extension services provided by different disciplines of the college gives the opportunity of utilization of the resources available to the public.

2. **New academic programmes initiated:** Department of Physics was recognized as a new research Centre under university of Calicut. Proposals had already been submitted for BSc Computer Science programme in undergraduate level. Department of Malayalam contributed an add-on course in DTP.
3. **Innovations in curricular design and transaction :** Since new curriculum were introduced in the academic year 2009-2010 for all 13 under graduate programmes there were no new initiations in this regard during this academic year. Dr. P. Rajendran and Dr. K. Padmakumar of Chemistry department, Dr. C .V. Sreeranjith kumar of Zoology department and Dr.K E Job and A K Amala of Commerce department have served as UG board of studies members of University of Calicut. Prof. M. P. Sethumadhavn of Zoology department served as UG board of studies chairman and PG board member.
4. **Inter – disciplinary programmes started:** Almost all of the currently running inter-departmental collaborative programmes are curriculum based. 46 different programmes undertaken by faculty of different disciplines are complementary in nature along with 14 different open programmes.
5. **Examination reforms implemented:** Currently following examination systems for UG and PG is being followed on a semester basis. In addition to the semester examinations conducted by the university, for continuous internal evaluation, two internal tests along with assignments and seminars are given in each subject in all the disciplines.
6. **Candidates qualified NET/SLET/GATE etc.:** During this academic year 27 students from different disciplines got qualified in the NET/SET/GATE examinations. In addition, 55 students after completing education got admitted to institutions of National importance.

7. **Initiative towards faculty development programme:** Organized a teacher training workshop on 'Nature Awareness' with financial assistance from WWF – Kerala Chapter.

8. **Total number of seminars/workshops conducted :**

Sl. No	Department	Topic	Date
1	Hindi	Two day National seminar on 'Contemporary issues in contemporary Hindi Literature- a critical Evaluation'	10-01-2012 & 11-01-2012
2	History	One day seminar on Perumals: Revisited by Dr. MGS Narayanan	25-10-2011
3	Equal Opportunity Cell	Personality Develop and Motivation	22-10-2011
4	Economics	Lecture on Fiscal federalism	21-02-2012
5	Economics	Lecture on Research methodology	31-03-2012
6	Economics	Lecture on Indian capital market- past, present and future	17-02-2012
7	Economics	Two day national seminar on Two decades of economic reforms- thoughts for the twelfth plan	1 st and 2 nd of Dec. 2011
8	Botany	1. L V Vaidyanathan commemoration Lecture on Angiosperm taxonomy- a beginners perspective. 2. Two – day National seminar on Plant Systematics and its relevance in the present era	11-11-2011 23 rd and 24 th Nov. 2011
9	Tamil	National seminar on Journalism and mass communication	1 st and 2 nd Dec. 2011
10	Physics	1. After Degree what next 2. Seminar on large hadron collider(LHC) experiments	10 th Dec. 2011 09-12-2011
11	Commerce	Two day seminar on 'Impact of microfinance on Economic Growth'	16 th & 17 th Jan.2012
12	English	Living cinema on/off screen: beyond images, sound and text	16 th & 17 th Jan.2012
13	Chemistry	Environmental pollution connected to rivers-and remedies	20-10-2011

9. Research Projects

a) **Ongoing** : One major project taken up by Dept. of Physics is ongoing this year also. Two new minor research programs were undertaken by the faculty of English.

Nature of programme	Research scheme	Department	Faculty	Total Outlay and Funding agency
Major project	UGC major project on "A study on ageing of thin films"	Physics	Dr. V. Geetha	Rs. 6,00,000 UGC
Minor project	UGC minor project	English	Sreevidya S.	Rs. 1,00,000 UGC
Minor project	UGC minor project	English	Sheeba K.	Rs. 1,00,000 UGC

b) **Completed** : During this academic year 7 different minor research schemes already run during previous academic years find its completion.

SL. NO	RESEARCH SCHEME	DEPARTMENT	FACULTY	TOTAL OUTLAY AND FUNDING AGENCY
1	Flora of Vallikkode Panchayath	Botany	Dr. K R. Leena	1,30,000 UGC
2	Phase transfer catalyze oxidation of arene and carbinol using $KMnO_4$ /Hypochlorites	Chemistry	Dr. P. Rajendran	66,000 UGC
3.	Stincroos over and magnetic properties of 1 st row transition metal ions	Chemistry	Dr. K. Padmakumar	65,000 UGC
4	Influence of medicinal plant extract on the alteration in the lipid profile and membrane transport of nervous system associated with induced FAS and ARBDS in experimental animals	Zoology	Dr. C.V. Sreerenjith Kumar	1,50,000 UGC
5	Studies on the impact of drought, Check dams and pollution on plankton dynamics in Bharathapuzha river, Kerala	Zoology	Dr. R. Rajkumar	1,20,000 UGC
6	Local roots of anticolonial struggles in Malabar: A case from Pandikkad	History	Aneesudeen P.K.	70,000 UGC
7	Bonded labour system in Paniyans of Nilabur.	History	Fuckarali C.A.	95,000 UGC

- 10. Patents generated if any** : Nil
- 11. New collaborative research programmes** : Nil
- 12. Research grants received from various agencies:** During this academic year, Rupees six lakh was received by Physics department and rupees two lakh was received by department of English from UGC as major and minor research project grants.
- 13. Details of research scholars:** No candidates were registered for PhD during this academic year. However, there was one project fellow in department of Physics and one in department of Zoology.
- 14. Citation index of faculty members and impact factor:** 30 research papers were published by the faculty members during this year. Among them, 15 were published in international peer reviewed journals and another 15 in national peer reviewed journals. Average impact factor of the papers reported during this year is 1.55.
- Four books were published by faculty members of this college during this academic year; two from Tamil department and one from History and one from Economics department.
- 15. Honors/awards to the faculty:** Two faculty members (One each from History and Botany departments) were awarded PhD.
- 16. Internal resources generated** : Major contribution of the internal resources available for the routine activities of the institution is from PTA funds along with a minor contribution from CDC. As the institution is run by government, the avenues for internal fund generation is limited.
- 17. Details of Departments getting assistance/recognition under SAP, COSIST (ASSIST)/DST, FIST and other programmes** : Department of Chemistry is getting assistance under the FIST scheme.
- 18. Community services:** Two different units of NSS are actively involved in community programmes. 10 different programmes were undertaken by NSS including

planting of seedlings, campus cleaning, blood donation camp etc. In addition blood group detection camps were also organized by NSS.

Calicut University has prescribed 42 days of compulsory social service (CSS) a prerequisite for awarding bachelor degrees from 2000 onwards. The students of this college has actively involved in the social activities of local bodies, education institutions, voluntary organisations, NGOs and Government agencies as part of their CSS programme.

19. Teachers and Officers newly recruited: 8

20. Teaching – Non-teaching staff ratio: 106: 53

21. Improvements in the library services: Library facilities are available to all students irrespective of time. Total number of books available in library is 1,18,915 out of which 2656 new books were added during this academic year. In addition to the general library, departmental libraries are operating with specialized sections in each subject.

22. New Books/Journals subscribed and their values: During this academic year, 2656 books were added to the library facilities. In addition, 28 journals were subscribed.

23. Courses in which student assessment of teachers is introduced and the action taken on student feedback: Student feedback on courses as well as assessment of teachers were undertaken in all undergraduate and post-graduate programmes. The data being analyzed by IQAC and individual faculty members were intimated of their strong and weak points so that they could improve their performance in the forthcoming academic year.

24. Feedback from stakeholders

Necessary steps were undertaken by IQAC to improve the performance of the institution based upon the periodical feedback from the old faculty members and alumni.

25. Unit cost of Education

Sl.No	Head of Account	Total Expenditure including salary	Total Expenditure without salary
1	Government Fund (Plan + Non-plan)	9,05,18,750/-	51,02,750
2	UGC – Plan fund	32,00,000/-	32,00,000/-
3	Research grants	2,00,000/-	2,00,000/-
4	CDC	1,29,500/-	1,29,500/-
5	PTA	6,60,000/-	6,60,000/-
6	Scholarship	1,89,000/-	1,89,000/-
7	Infrastructure	-	-
8	Student Welfare	1,00,000/-	1,00,000/-
9	Other income	2,26,042/-	2,26,042/-
	Total	95,223,292 /-	98,07,292/-
	No. of students	1762	1762
	Unit Cost	54,042/-	5,566/-

26. Computerization of administration and the process of admissions and examination results, issue of certificates

Administration section had been computerized previously and institute maintained this process during this year also. Office automation process is completed during this year. Calicut university introduced online registration process for various programmes in this year. Student admission and registration process were done online. Students were instructed to apply and register for examinations online.

Social groups and strata which are disadvantaged in terms of caste, gender, class, region and religion are given reservation in admission. Comprehensive and updated prospectus is issued along with application form. The College website (www.victoriacollege.in) publishes every detail related to admission and queries are answered forthwith, in consultation with the committee constituted to oversee the admission process. Announcement regarding the general admission process and extension of dates, wherever necessary, is published in regional newspapers. Information regarding the admission process is published on the College notice board and updates can be had from the section during working hours.

Examination results are announced by the university and the mark lists issued by university is distributed by the administration division.

27. Increase in the infra –structural facilities

- Smart class rooms are introduced at all teaching departments during this year
- College installed two interactive white boards
- A new seminar hall (O V Vijayan hall) was set at Malayalam department
- Wash basin facility is introduced in the ground floor of Malayalam department

28. Technology upgradation: a. Continued ICT enabled teaching in appropriate areas of teaching.

b. Edusat Programme: College has telecasted 21 live classes on various discipline during this academic year. Additionally, 2 video conferences were arranged in the college during this period.

c. SPARK salary system: Online salary bill preparation through SPARK system introduced by Kerala Government, is implemented in the campus. Employees of this institute are encouraged to prepare their salary bills through this system.

29. Computer and internet access and training to teachers, non- teaching staff and students: Computer facility with internet connection is available centrally for the use of staffs and students. Additionally, there are many computer labs with internet connection associated with various departments of this college. Majority of the staff

are familiar with computer and internet usages. Training is given to students by a dedicated computer engineer appointed by the PTA of this college.

30. Financial aid to students: Eighty seven students were given financial support of total Rs. 1, 89,000/- under different schemes. All the avenues for financial support for students are monitored by the administrative system from time to time.

31. Activities and support from the Alumni association: This college receives financial and other support from its alumni members regularly. The OSA of Govt. Victoria undertakes many activities in the campus for the upliftment of students. OSA has given a financial support of Rs.50,000/- to meet the expenses of students in connection with zonal arts festivals. In addition, Alumni and OSA offers many scholarships and endowments to the students.

32. Activities and support from the Parent – Teacher association: PTA undertakes many of the developmental activities of this institution. This year PTA contributed six lakh rupees for different activities of the college.

33. Health Services: Healthcare centre at students amenity centre is accessible to all students and staffs of this college to meet their immediate medical requirements.

34. Performance in sports activities: The Dept. of Physical education is providing facilities for more no of physical training programmes, such as A class cricket field, fields for hockey, football and track & field events, etc. To promote Indoor Sports & Games the Dept. of Physical education offer Gymnasium, Weight Training Hall, health Club, halls for Table Tennis & Yoga etc. In addition the Dept. of Physical education has Basket Ball, Volley Ball, Ball Badminton, Kabaddi & Kho-Kho courts. Five students participated in national level sports competitions and 8 students in state level events and 52 students in university level sports and games events during this year. Department of physical education conducted 12 different sports and games events during this year.

35. Incentives to outstanding sports persons: Nil

36. Student achievements and awards: Students from three different undergraduate programmes, viz; BA Hindi, Sanskrit and Tamil and MSc. Mathematics became the University toppers during this Academic year.

37. Activities of the Guidance and counseling unit

- A civil service awareness programme was conducted by Kerala civil service academy in the college auditorium on 05.01.2012. The key note address was given by Dr. D BabuPaul Rtd. IAS officer.

- Conducted two day seminar on “career opportunities – Indian and global perspective” on 22nd and 23rd of February 2012.

• Women cell activities

Sl. No	Date	Nature of the programme	Topic/ Activities	Presented by
1	04.11.2011	Women’s Development Cell Inauguration	Women empowerment	Smt. Beena Govind, Sub-editor, Mathrubhumi
2	11.11.2011	Incinerator	Installation of Incinerator	Prof. Ajitha Kumar Principal, GVC Palakkad
3	18-11-2011	Health Awareness Programme	Presentation on Menstrual Problems	Dr.Sheela, Dept. Of Community Medical Section, TVM
4	09.12.2011	Seminar	A talk on Women Empowerment	Nilambur Aisha, Renowned Theatre Activitist
5	16.12.2011	Grievance Redressal Box	Fixation of Redressal Box at Girls room	Prof.Ajitha Kumar Principal, GVC Palakkad
6	16.02.2012-20.02.2011	Yoga Class	5 days yoga class for students, teachers & non-teaching staff	Smt.Jalaja, Yoga Teacher
7	17.02.2012	Workshop	A Theatre workshop	Sri. Sarath, School of Drama, Thrissur
8	08.03.2012	International Women’s Day	Various Stalls & a drama was organised	

38. Placement services provided to students

Date	Company/ Organization	Positions	Candidates registered	Selected / short listed
31.05.2011	Vijaya bank	Probationary clerk	69	20
13.09.2011	South ndian bank	Probationary clerk	76	3
14.01.2012	Job fair (44 companies)		8000	1800

39. Development programmes for non-teaching staff

The institutes of Management in Government at various districts of the state provide continuous training programmes for the administrative and technical staff of the institute in automated administration, e-filing systems and updation in office orders. As part of office automation staffs are given training in online file transfer conduct of examinations etc. in order to cope up with the university procedures of e-governance.

40. Good practices of the institution

- College maintains strict discipline in the campus.
- Activities of students are strictly monitored by the teachers.
- College union and all club activities are strictly under the monitoring of teaching faculty.
- Unnecessary student strikes are not allowed in the campus.

41. Linkages developed with National / International academic/research bodies : Nil

42. Any other relevant information the institution wishes to add

a. Higher Education for Persons with Special Needs (HEPSN)

HEPSN cell is introduced in this year and 3 programmes were organized which benefitted about 105 students of this college

b. Equal opportunity cell

Equal Opportunity Cell is introduced this year to provide a suitable enabling environment to all students with special needs and those from deprived backgrounds direction. A vast majority of this college students are from minority, SC/ST background, and from economically poor conditions. All these students are entitled to services offered by the Equal Opportunity Cell. The cell has organized various programmes for students who need extra help with their course work.

c. Walk With a Scholar (WWS)

Scheme proposes to arrange specialized mentoring programs for students in Under Graduate Programs in Arts, Science and Commerce and to provide guidance for their future. The scheme introduces the idea of mentoring and builds on the concept of mentor as a 'Guide' and 'Friend'.

The Scheme aims at giving necessary orientation to needy students, to prepare them for employment and give them necessary guidance, motivation and mental support to identify appropriate areas for higher study as well as employment. The programme is structured in such a way to identify the opportunities available for the scholars, the areas suitable for them, the manner in which the scholar should proceed before them and evolve ways by which they can be acquired.

d. Scholar Support Programme (SSP)

The Scholar Support Programme, part of the 'New Initiatives in Higher Education' initiated by the Department of Higher Education, Govt. Of Kerala aims at imparting additional support to students in curricular areas of weakness. The pilot

phase of the programme is initiated in the college in the current academic year. In this programme, additional curricular support has been offered to first semester degree students.

e. Entry into Service

Entry into service cell regularly conducts coaching classes for students of this college. This year we conducted 11 coaching classes in which 67 students attended.

f. Eco-friends/Nature club

Date	Programme
11 th Nov 2011	Class on Ornithology and Bird Watching
27 th Feb 2012	National Science Day celebration

g. Heritage Club

A Heritage club was started under the supervision of History department for providing knowledge and importance of historical monuments, sites and buildings.

h. Tourism club: A quiz competition was held at the college on tourism initiatives in India.

i. Additional information

- Open forum for teachers conducted series of discussions on current issues.
- As part of Clean Kerala Mission, Environmental Chemistry Open course students initiated a discussion on waste disposal in the campus – 14-10-2011.
- Organized Power Quiz in Collaboration with KSEB on 20-10-2011 and 10-11-2011.
- Film Festival has been organized by Victoria Vision on 27-10-2011
- Conducted Hindi DTP and computing course
- Conducted Regional Mathematics Olympiad – 4th Dec.2011
- Interdisciplinary forum conducted a lecture on “ Education a rethinking” by Ambili Krishnan, Dept of Physics

SECTION C

Outcomes achieved by the end of the year:

- Office automation process completed
- Online registration is introduced for all university exams
- Started a new crèche for the benefit of staff of this college
- Physics department got recognition as a research centre of university of Calicut
- Started various co-curricular schemes like SSP, WWS, HEPSN, equal opportunity cell, entry into service etc for the benefits of students
- Conducted 13 seminars/workshops on various discipline
- Completed 7 minor research projects and started 2 new minor projects
- Smart class rooms are introduced at all teaching departments

SECTION D

Plan of action for the next year

- Proposals are submitted to government for starting new UG course in Computer science and PG in Malayalam, Hindi and Sanskrit
- Conduct of coaching camp for civil services, CSIR/UGC NET./JRF and PSC examinations.
- Proposal were given for making the campus fit for e-Governance.
- Steps are being taken for an eco-friendly campus with plan of action for conservation of water and utilization of alternate energy resources.

Name & Signature of the
Coordinator, IQAC

Name & Signature of the Chairperson, IQAC